



California Affordable  
Housing Initiatives, Inc.

**Board of Directors**

GREGORY D HARTWIG  
ANNE GRIFFITH  
PATRICIA WELLS

Executive Director

Patricia Wells

In accordance with Article III, Section 7, of the Bylaws California Affordable Housing Initiatives Inc., NOTICE IS HEREBY GIVEN that the **Regular Meeting (Affiliate Meeting)** of the California Affordable Housing Initiatives Board of Directors has been called. The meeting will be held as follows:

**California Affordable Housing Initiatives Inc.**

**Regular Meeting (Affiliate Meeting)**

**Thursday, June 13, 2024 at 5:30 PM**



**AGENDA**  
**Regular Meeting (Affiliate Meeting)**  
**June 13, 2024, 5:30 PM**

**Zoom Information**

*To participate via teleconference, please use the zoom link below.*

**Join Zoom Meeting Online:** <https://oakha-org.zoom.us/j/81899532942?pwd=tveY3QNI0TBvV0JbA6SkUjlojX5Nzl.1>

**Meeting ID (access code):** 818 9953 2942 **Meeting Password:** 935589  
*Closed Caption – provided through the link.*

*To participate by Telephone: 888 475 4499 US Toll-free*

**Meeting ID (access code):** 818 9953 2942 **Meeting Password:** 935589

**1. Roll Call**

*(AB 2449 Compliance) The Chair/Clerk of the Board will confirm that there are two (2) Directors in the same, properly noticed meeting room within the jurisdiction of the City of Oakland, accessible to the public. Each Director who is accessing the meeting remotely must disclose verbally whether they are requesting to meet remotely under AB2449 due to: (1) just cause (notice required), or (2) emergency circumstances. For "emergency circumstances" the request must be approved by a majority vote of the Board of Directors for the emergency circumstance to be used as a justification to participate remotely. All Directors meeting remotely must provide a general description of the circumstances relating to need to appear remotely at the given meeting. A Director must a/so publicly disclose at the meeting prior to any action whether any individuals 18 years or older are present in the room with the member at the remote location, and the general nature of the member's relationship with such individuals.*

**2. Approval of the Minutes**

2.1 2023-1052 Approval of minutes for the March 21, 2024, Regular Board Meeting

**Attachment(s)**

[DRAFT Meeting Minutes March 14, 2024](#)

**3. Modifications to the Agenda**

*(Allows for any change in the order of business or the announcement of the postponement or continuation of agenda items.) The Board can only take action on items listed on this agenda unless a finding is made that an emergency exists.*

**4. Recognition of people wishing to address the Board**

*If you need special assistance to participate in the meetings of California Affordable Housing Initiatives Board of Directors, please contact (510) 874-1510 (TDD: 800-618-4781). Notification 48 hours prior to the meeting will enable California Affordable Housing Initiatives Board of Directors to make reasonable arrangements to ensure accessibility.*

*All public comment on action items will be taken at the public comment portion of the meeting. You may comment via zoom by "raising your hand" or by submitting an e-mail to [publiccomments@oakha.org](mailto:publiccomments@oakha.org) or*

call using the zoom participant number. You may request to make a public comment by “raising your hand” through Zoom’s video conference or phone feature, as described below. Requests will be received only during the designated times in which to receive such requests and only for eligible Agenda items. Public comments will be subject to the appropriate time limit of three (3) minutes.

To comment by Zoom video conference, click the “Raise Your Hand” button to request to speak when Public Comment is being taken on the eligible Agenda item. You will then be unmuted, during your turn, and allowed to make public comments. After the allotted time of three (3) minutes, you will then be re-muted. Instructions on how to “Raise Your Hand” is available at: <https://support.zoom.us/hc/en-us/articles/205566129> - Raise-Hand-In- Webinar.

To comment by phone, please call on one of the phone numbers listed below. You will be prompted to “Raise Your Hand” by pressing “\*9” to request to speak when Public Comment is being taken on the eligible Agenda Item. You will then be unmuted, during your turn, and allowed to make public comments. After the allotted time of three (3) minutes, you will then be re-muted. Please unmute yourself by pressing \*6. Instructions of how to raise your hand by phone are available at: <https://support.zoom.us/hc/en-us/articles/201362663> - Joining-a-meeting-by phone.

## 5. New Business

### 5.1 2023-1053 Designation of Officers for Secretary and Treasurer

#### **Attachment(s)**

[Designation of Officers for Secretary and Treasurer  
CAHI Bylaws](#)

### 5.2 2023-1054 Adopt a resolution to approve the Fiscal Year 2025 Budget

#### **Attachment(s)**

[FY2025 - Memorandum  
CAHI FY2025 Budget Presentation  
CAHI FY2025 Budget  
CAHI FY2025 Capital Budget  
FY2025 Budget - Resolution 125](#)

### 5.3 2023-1058 Presentation of the Unaudited Comparative Financial Statements dated March 31, 2024, and 2023.

#### **Attachment(s)**

[CAHI FY2024 3rd Quarter Financial - Memorandum  
CAHI 3rd Quarter Financials Presentation](#)

### 5.4 2023-852 Adopt a resolution authorizing and approving Procurement Policy changes

#### **Attachment(s)**

[CAHI Procurement Policy - Memorandum  
CAHI Procurement Policy REDLINE VERSION  
CAHI Procurement Policy CLEAN VERSION  
Procurement Addendum - Policy Analysis Recommendations  
CAHI Procurement Policy Resolution 126](#)

## 6. Reports

6.1 2023-1057 Status Update on 77th & Bancroft

**Attachment(s)**

[Status Update on 77th and Bancroft](#)

6.2 24-1244 Update on the status of the Annual Contribution Contract for Project-Based Section 8 Contract Administration Services between California Affordable Housing Initiatives, Inc., and the U.S. Department of Housing and Urban Development

**Attachment(s)**

[Briefing on Status of ACC - Memorandum](#)

[Letter to The Honorable Adrienne Todman, HUD Acting Secretary](#)

6.3 2023-1063 Status Update on the Local Housing Support Program

**Attachment(s)**

[Status Update on the Local Housing Support Program](#)

7. **Announcements**

8. **Adjournment**