

RAMP Housing, Inc.

A California NonProfit Public Benefit Corporation

MINUTES OF ANNUAL MEETING BOARD OF DIRECTORS OF THE RAMP HOUSING, INC.

Monday, June 21, 2021

Annual Meeting

NOTE: In accordance with Governor Newsom's issued Executive Order N-29-20, dated March 17, 2020, Suspending Brown Act Requirements for public meetings due to Coronavirus (COVID-19), a local legislative body is authorized to hold public meetings via teleconferencing and make public meetings accessible "telephonically or electronically" to all members of the public seeking to observe and to address the legislative body.

Dominica Henderson called the meeting to order at 7:07 p.m.

I. Roll Call

Present 3 - Director Tortorich, Director Wells, and Director Griffith joined the meeting via teleconference.

II. Approval of the Minutes for February 9, 2021

Director Griffith made the motion to approve the minutes. It was seconded by Director Tortorich. This item was approved by consent.

III. Recognition of people wishing to address the Board of Directors

None

IV. Old or Unfinished Business

None

V. Modifications to the Agenda

There were no modifications to the Agenda.

VI. New Business

- A. Consideration of a resolution authorizing the Executive Director to execute an amendment to the environmental consulting contract with Rincon Consultants Inc. for the Oak Grove North and South Project to increase the contract amount from \$895,547.50 to a maximum contract fee of \$1,093,619.50.

Duane Hopkins presented this action item for consideration by the board authorizing the Executive Director to amend the environmental consulting contract with Rincon Consultants, Inc. increasing the contract amount by \$198,072 from \$895,547.50 to \$1,093,619.50 for the Oak Groves Senior Housing Rehabilitation project.

Director Tortorich made the motion to approve the environmental consulting contract resolution increasing and amending the contract. The motion was seconded by Director Griffith. This item was approved by consent.

- B. Consideration of a resolution authorizing the Executive Director to amend the architectural and engineering services contract with Okamoto-Saijo Architecture to increase the contract amount from \$1,241,105 to a maximum contract fee of \$1,260,105 for the Oak Groves Senior Housing rehabilitation project.

Duane Hopkins presented this action item for consideration by the board authorizing the Executive Director to amend the Architectural and Engineering Services contract with Okamoto-Saijo Architecture increasing the contract amount by \$19,000 from \$1,241,105 to \$1,260,105 for the Oak Groves Senior Housing Rehabilitation project. The architect, who has been working on the Oak Grove project since 2016, has been flexible in dealing with the COVID challenges and restraints that have caused increased fees and delays from the beginning of construction.

Director Griffith made the motion to approve the architectural resolution increasing and amending the contract. The motion was seconded by Director Tortorich. This item was approved by consent.

- C. Consideration of a resolution to appoint a new Secretary of RAMP Housing, Inc., Duane Hopkins, to replace Bridget Galka.

Duane Hopkins introduced for consideration a resolution authorizing RAMP Housing, Inc., to appoint a new Secretary to replace Bridget Galka. It was recommended that the Board of Directors appoint Duane Hopkins as Secretary for the remainder of the term previously held by Bridget Galka ending on June 30, 2022.

Director Tortorich made the motion to approve the RAMP Housing, Inc., resolution and was seconded by Director Griffith. This item was approved by consent.

D. Distribution of Annual Conflict of Interest Statements.

Director Wells requested that all members of the Board of Directors review and complete the Conflict of Interest form and return to Yamilette Mendoza.

There were no further questions from the board.

VII. Adjournment

There being no further business to come before the Board, the meeting was moved to adjourn by Director Griffith and seconded by Director Tortorich. The meeting adjourned at 7:19 p.m.

RAMP HOUSING, INC.

DocuSigned by:

Duane Hopkins

EAE247F1F7F543A...

Duane Hopkins, Secretary