



PHONE: (510) 747-4300
FAX: (510) 522-7848
TTY/TRS: 711

701 Atlantic Avenue • Alameda, California 94501-2161

AGENDA **REGULAR MEETING OF THE BOARD OF DIRECTORS**
DATE & TIME **Wednesday, February 19, 2025 - 6:01 PM**
LOCATION

Independence Plaza, 703 Atlantic Avenue, Alameda - Ruth Rambeau Memorial Community Room

PUBLIC PARTICIPATION Public access to this meeting is available as follows:

Join Zoom Meeting:

<https://us06web.zoom.us/j/82617583123?pwd=BM3TenEVxEayocip8V0NHIZ9Qi0nYb.1>

Meeting ID: 826 1758 3123

Passcode: 406791

Persons wishing to address the Board of Directors are asked to submit comments for the public speaking portion of the Agenda as follows:

- Send an email with your comment(s) to jpolar@alamedahsg.org and vcooper@alamedahsg.org prior to or during the Board of Directors meeting
- Call and leave a message at (510) 871-7435.

When addressing the Board, on agenda items or business introduced by Directors, members of the public may speak for a maximum of three minutes per agenda item when the subject is before the Board.

Persons in need of special assistance to participate in the meetings of the Alameda Affordable Housing Corporation Board of Directors, please contact (510) 747-4325 (voice), TTY/TRS: 711, or jpolar@alamedahsg.org. Notification 48 hours prior to the meeting will enable the Alameda Affordable Housing Corporation Board of Directors to make reasonable arrangements to ensure accessibility or language assistance.

1. PLEDGE OF ALLEGIANCE
2. ROLL CALL - Board of Directors
3. AB2449 COMPLIANCE "AB2449 Compliance: The Chair will confirm that there are 4 members in the same, properly noticed meeting room within the jurisdiction of the City of Alameda. Each board member who is accessing the meeting remotely must disclose verbally whether they are able to be remote under AB2449: (1) just cause (max. 2 per year), or (2) emergency circumstances." For Emergency Circumstances, the request must be approved by a majority vote of the Board of Directors for the



emergency circumstances to be used as a justification to participate remotely. Remote Directors must provide a general description of the circumstances relating to the need to appear remotely at the given meeting. Directors must also publicly disclose at the meeting, prior to any action, whether any other 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. Note: A Director cannot participate in meetings of the Board of Directors solely by teleconference from a remote location for a period of more than 3 consecutive months or 20% of the regular meetings for AAHC within a calendar year, or more than 2 meetings if the Board of Directors regularly meets fewer than 10 times per calendar year.

4. DIRECTOR RECUSALS

5. Public Comment (Non-Agenda)

6. CONSENT CALENDER

Consent Calendar items are considered routine and will be approved or accepted by one motion unless a request for removal for discussion or explanation is received from the Board of Directors or a member of the public.

6.A. Approve Minutes of the Regular Board of Directors Meetings held on December 18, 2024. **Page 3**

6.B. Approve the Quarterly Write-off to December 31, 2024 of Uncollectible Accounts Receivable from Former Residents. **Page 6**

7. AGENDA

8. ORAL COMMUNICATIONS, Non-Agenda (Public Comment)

9. WRITTEN COMMUNICATIONS

10. EXECUTIVE DIRECTOR'S COMMUNICATIONS

11. DIRECTORS COMMUNICATIONS, (Communications from the Directors)

12. ADJOURNMENT OF REGULAR MEETING

* * * Note * * *

Documents related to this agenda are available for public inspection and copying at the Alameda Affordable Housing Corporation office, 701 Atlantic Avenue, during normal business hours.

Know Your RIGHTS Under the Ralph M. Brown Act: Government's duty is to serve the public, reaching its decisions in full view of the public. The Board of Directors exists to conduct the business of its constituents. Deliberations are conducted before the people and are open for the people's review.

In order to assist the Alameda Affordable Housing Corporation's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the Alameda Affordable Housing Corporation accommodate these individuals.





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DRAFT MINUTES
REGULAR MEETING OF THE BOARD OF DIRECTORS
Wednesday, December 18, 2024 - 6:31 PM

PLEDGE OF ALLEGIANCE

Director Grob called the meeting to order at 8:32 p.m.

1. ROLL CALL - Board of Directors

Present: Director Grob, Director Sidelnikov, Director Decoy,
Director Joseph-Brown, Director Kaufman,
and Director Tamaoki

Absent: Director Husby

2. AB2449 COMPLIANCE "AB2449 Compliance: The Chair will confirm that there are 4 members in the same, properly noticed meeting room within the jurisdiction of the City of Alameda. Each board member who is accessing the meeting remotely must disclose verbally whether they are able to be remote under AB2449: (1) just cause (max. 2 per year), or (2) emergency circumstances." For Emergency Circumstances, the request must be approved by a majority vote of the Board of Directors for the emergency circumstances to be used as a justification to participate remotely. Remote Directors must provide a general description of the circumstances relating to the need to appear remotely at the given meeting. Directors must also publicly disclose at the meeting, prior to any action, whether any other 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. Note: A Director cannot participate in meetings of the Board of Directors solely by teleconference from a remote location for a period of more than 3 consecutive months or 20% of the regular meetings for AAHC within a calendar year, or more than 2 meetings if the Board of Directors regularly meets fewer than 10 times per calendar year.

Director Grob confirmed there were more than 4 Directors present in the noticed meeting room and no Directors were attending virtually.

3. DIRECTOR RECUSALS

None.



4. Public Comment (Non-Agenda)

None.

5. CONSENT CALENDER

Consent Calendar items are considered routine and will be approved or accepted by one motion unless a request for removal for discussion or explanation is received from the Board of Directors or a member of the public.

- *5.A. Approve Minutes of the Regular Board of Directors Meeting held on November 20, 2024.
- *5.B. Authorize the Executive Director or designee to amend and sign the Regulatory Agreements on AHA/AAHC and ICD sites to the extent permitted by other lenders and investors.
- *5.C. Accept an Update on the Housing Authority of the City of Alameda's (AHA) Independence Plaza Restore-Rebuild (Formerly Faircloth-to-RAD) Efforts and Authorize an Agreement Between the Housing Authority of the City of Alameda (AHA) and Alameda Affordable Housing Corporation (AAHC) for AAHC to Remain As the Property Manager.

Items accepted or adopted are indicated by an asterisk.

Director Kaufman moved to accept the Consent Calendar items, and Director Joseph-Brown seconded. The motion passed unanimously.

Yes 6 Director Grob, Director Sidelnikov, Director Decoy,
Director Joseph-Brown, Director Kaufman,
and Director Tamaoki

6. AGENDA

N/A

7. ORAL COMMUNICATIONS, Non-Agenda (Public Comment)

None.

8. WRITTEN COMMUNICATIONS

None.

9. EXECUTIVE DIRECTOR'S COMMUNICATIONS

Vanessa Cooper, Executive Director, wished all in attendance the best at the end of the year.



10. DIRECTORS COMMUNICATIONS, (Communications from the Directors)

None.

11. ADJOURNMENT OF REGULAR MEETING

Chair Grob adjourned the meeting at 8:34 p.m.

Vanessa M. Cooper
Secretary and Executive Director

Carly Grob, President
Board of Directors





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To: Board of Directors
From: Nancy Gerardin, Director of Property Operations

Prepared By: Nancy Gerardin, Director of Property Operations

Date: February 19, 2025

Re: Approve the Quarterly Write-off to December 31, 2024 of Uncollectible Accounts Receivable from Former Residents.
6.B.

BACKGROUND

Periodically, the Housing Authority of the City of Alameda (AHA) or its affiliates, Alameda Affordable Housing Corporation (AAHC) and Island City Development (ICD), write-off uncollectible rent and miscellaneous charges from its resident ledgers. The term "write-off" indicates a procedure where past due amounts from residents, who are no longer residents in an AHA, AAHC, or ICD community, are removed from the resident ledgers after the usual means of collection have been exhausted. This procedure does not preclude the AHA, AAHC, or ICD from continuing to pursue collection through a collection agency or other legal actions. Future collection of amounts previously written-off will reduce these expenses.

DISCUSSION

This request is to write-off accounts receivable for residents who have voluntarily vacated, passed, or were evicted and had outstanding balances due to the AAHC, AHA, and ICD. A final notice will be sent to the respective resident(s) before the outstanding balance is written off. The total amount to be written off is \$61,421.12 and presented in the attachment to this memorandum. This amount is a combination of past rents due, late fees, damages, and miscellaneous maintenance charges.

FISCAL IMPACT

This resident account write-off will result in an expense to the Alameda Affordable Housing Corporation of \$9,149.51, the Housing Authority of the City of Alameda of \$35,399.00, and Island City Development of \$16,872.61.

CEQA

N/A



RECOMMENDATION

Approve the Quarterly Write-off to December 31, 2024 of Uncollectible Accounts Receivable from Former Residents.

ATTACHMENTS

1. BOC Attachment Item 10.P Q4 2024 Write Off 02.19.2025

Respectfully submitted,



Nancy Gerardin, Director of Property Operations



Legal Entity	Property Name	Reason for Move Out	Move Out Date	Amount of Bad Debt per reconciliation
AAHC	China Clipper	Death	10/31/2024	\$3,505.00
AAHC	Esperanza Apartments	Wanted a change	11/4/2024	\$2,775.55
AAHC	Parrot Village	Eviction	7/10/2024	\$25.00
AAHC	Parrot Village	Relocation	4/2/2024	\$115.96
AAHC	Parrot Village	Eviction	9/9/2024	\$1,920.00
AAHC	Independence Plaza	Death	9/15/2024	\$808.00
			TOTAL AAHC	\$9,149.51
ICD	Everett Commons	Eviction	12/17/2024	\$16,872.61
			TOTAL ICD	\$16,872.61
AHA	Scattered Site	Death	11/30/2024	\$65.00
AHA	Scattered Site	Eviction	12/18/2024	\$35,334.00
			TOTAL AHA	\$35,399.00
			TOTAL	\$61,421.12