



Housing Authority  
of the  
City of Alameda

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

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701 Atlantic Avenue • Alameda, California 94501-2161

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**AGENDA**

**DATE & TIME**

**LOCATION**

**REGULAR MEETING OF THE BOARD OF COMMISSIONERS**

**Wednesday, April 16, 2025 - 6:30 PM**

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

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

To Attend In-Person -

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

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 Commissioners 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](mailto:jpolar@alamedahsg.org) and [vcooper@alamedahsg.org](mailto:vcooper@alamedahsg.org) prior to or during the Board of Commissioners meeting
- Call and leave a message at (510) 871-7435.

When addressing the Board, on agenda items or business introduced by Commissioners, 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 Housing Authority of the City of Alameda Board of Commissioners, please contact (510) 747-4325 (voice), TTY/TRS: 711, or [jpolar@alamedahsg.org](mailto:jpolar@alamedahsg.org). Notification 48 hours prior to the meeting will enable the Housing Authority of the City of Alameda Board of Commissioners to make reasonable arrangements to ensure accessibility or language assistance.

PLEDGE OF ALLEGIANCE



1. ROLL CALL
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 Commissioners for the emergency circumstances to be used as a justification to participate remotely. Remote Commissioners must provide a general description of the circumstances relating to need to appear remotely at the given meeting. Commissioner 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 Commissioner cannot participate in meetings of the Board of Commissioners solely by teleconference from a remote location for a period of more than 3 consecutive months or 20% of the regular meetings for AHA within a calendar year, or more than 2 meetings if the Board of Commissioners regularly meets fewer than 10 times per calendar year.
3. COMMISSIONER RECUSALS
4. Public Comment (Non-Agenda)
5. Closed Session - 6:30 p.m. - Adjournment to Closed Session to Consider:
  - 5.A. **CONFERENCE WITH REAL PROPERTY NEGOTIATOR** Pursuant to Government Code Section 54956.8.  
Property Location: 1129 Regent Street, Alameda, CA 94501-5330 Units A through C.  
Assessor's Parcel Number 070-0182-075-00  
Agency Negotiators: Vanessa Cooper, Executive Director, Sylvia Martinez, Director of Housing Development, Negotiating Parties: Owners: Petrochis, N, Rojas A, and Fikre, A  
Under Negotiation: Price and Terms
  - 5.B. **Conference with Real Property Negotiations**  
(Government Code § 54956.8)  
**Property:** 500-520 Mosely and 2000 Lakehurst Circle, and remainder, Alameda, CA 94501, APN 074-0905-012-09, Portion of 074-0905-010-12 and Portion 074-0905-010-03, 074-1384-1, 174-1384-2, 074-1384-4, 074-1384-5  
**Agency Negotiation:** Vanessa Cooper, Executive Director, Sylvia Martinez, Director of Housing Development, Alison Torbitt (Nixon and Peabody - counsel)  
**Negotiating Parties:** Housing Authority of the City of Alameda  
**Under Negotiation:** Price and terms of payment.
  - 5.C. **CONFERENCE WITH REAL PROPERTY NEGOTIATORS** pursuant to Government Code Section 54956.8.  
Property Location: 2615 Eagle, Alameda, CA 94501  
Assessor's Parcel Numbers: 70-161-55-2



Agency Negotiators: Vanessa Cooper, Executive Director, Sylvia Martinez, Director of Housing Development, Alicia Southern, Director of Human Resources, Alison Torbett (Nixon Peabody – Counsel)

Negotiating Parties: Housing Authority of the City of Alameda

Under Negotiation: Potential litigation

- 5.D. Conference with Legal Counsel-Anticipated Litigation: Significant exposure to litigation pursuant to subdivision (d)(2) of Government Code Section 54956.9: One potential case. Counsel Goldfarb & Lipman LLP.
- 5.E. Conference with Legal Counsel-Anticipated Litigation: Anticipated litigation pursuant to subdivision (d)(2) of Government Code Section 54956.9: One potential case. Counsel Liebert Cassidy Whitmore.
6. Adjournment of Closed Session
7. RECONVENE REGULAR MEETING
8. Announcement of Action Taken in Closed Session, if any.
9. Public Comment (Non-Agenda)
10. 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 Commissioners or a member of the public.
- 10.A. Approve Minutes of the Regular Board of Commissioners Meeting held on March 19, 2025. **Page 5**
- 10.B. Accept the Monthly Overview Report for the Housing Programs Department. **Page 13**
- 10.C. Accept the Monthly Overview Report for Property Operations. **Page 16**
- 10.D. Accept the Monthly Update on Construction in Progress (CIP). **Page 21**
- 10.E. Accept the Monthly Construction Report for The Estuary I. **Page 25**
- 10.F. Accept the Monthly Construction Report for Linnet Corner. **Page 31**
- 10.G. Accept the Monthly Report for North Housing Offsites. **Page 42**
- 10.H. Authorize the Executive Director or Designee to sign an amendment with Goldfarb & Lipman LLP for general counsel to increase the budget by \$400,000 in an amount not to exceed \$850,000 and to extend the contract for two additional years to 2028. **Page 46**
- 10.I. Authorize the Executive Director or designee to negotiate and execute the purchase of one or both of the two townhomes located at 1129 Regent Street, Alameda, CA 94501-5330 Units A and B. Assessor's Parcel Numbers 70-182-75 and 70-182-74. Approve expenses of up to \$150,000 from AHA for the improvement of the property including repairs of stairs and balcony to be levied against the respective homeowners and recoupable at sale. **Page 50**
11. AGENDA
- 11.A. Accept a Report for The Poplar (2615 Eagle Avenue) and Presentation from



- TWM Architects + Planners. **Page 53**
- 11.B. Accept a presentation of the 2024 Social Services Report. **Page 72**
- 11.C. Approve a Resolution to Quitclaim an Access Easement at PanAm Way. **Page 102**
- 11.D. Approve Changes to the Administrative Plan. **Page 119 (incl. as separate document)**
12. ORAL COMMUNICATIONS, Non-Agenda (Public Comment)
13. WRITTEN COMMUNICATIONS
14. EXECUTIVE DIRECTOR'S COMMUNICATIONS
15. COMMISSIONER COMMUNICATIONS, (Communications from the Commissioners)
16. CONTINUATION OF CLOSED SESSION OF HOUSING AUTHORITY BOARD OF COMMISSIONERS – IF NEEDED
17. Announcement of Action Taken in Closed Session, if any.
18. ADJOURNMENT

\* \* \* Note \* \* \*

- Documents related to this agenda are available on-line at:  
<https://www.alamedahsg.org/meetings/>
- 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 Commissioners 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 Housing Authority'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 Housing Authority accommodate these individuals.





**DRAFT MINUTES  
REGULAR MEETING OF THE BOARD OF COMMISSIONERS  
WEDNESDAY, MARCH 19, 2025**

**PLEDGE OF ALLEGIANCE**

Chair Grob called the meeting to order at 6:33 p.m.

**1. ROLL CALL**

Present: Chair Grob, Vice-Chair Sidelnikov, Commissioner Decoy,  
Commissioner Husby, Commissioner Tamaoki, and  
Commissioner Tamaoki

Absent: Commissioner Kaufman

Note: Vanessa Cooper, Executive Director, was also present. Louie So, Chief Financial Officer, functioned as the meeting host.

- 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 Commissioners for the emergency circumstances to be used as a justification to participate remotely. Remote Commissioners must provide a general description of the circumstances relating to need to appear remotely at the given meeting. Commissioner 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 Commissioner cannot participate in meetings of the Board of Commissioners solely by teleconference from a remote location for a period of more than 3 consecutive months or 20% of the regular meetings for AHA within a calendar year, or more than 2 meetings if the Board of Commissioners regularly meets fewer than 10 times per calendar year.

Chair Grob confirmed that there were more than 4 Commissioners present in the noticed meeting room and that no Commissioners were attending virtually.



3. COMMISSIONER RECUSALS

None.

4. Public Comment (Non-Agenda)

None.

5. Closed Session - 6:30 p.m. - Adjournment to Closed Session to Consider:

Chair Grob adjourned to Closed Session at 6:35 p.m.

5.A. **Conference with Real Property Negotiations**

(Government Code § 54956.8)

**Property:** 500-520 Mosely and 2000 Lakehurst Circle, and remainder, Alameda, CA 94501, APN 074-0905-012-09, Portion of 074-0905-010-12 and Portion 074-0905-010-03, 074-1384-1, 174-1384-2, 074-1384-4, 074-1384-5

**Agency Negotiation:** Vanessa Cooper, Executive Director, Sylvia Martinez, Director of Housing Development, Alison Torbitt (Nixon and Peabody - counsel)

**Negotiating Parties:** Housing Authority of the City of Alameda

**Under Negotiation:** Price and terms of payment.

5.B. Conference with Legal Counsel-Anticipated Litigation:

Anticipated litigation pursuant to subdivision (d)(4) of Government Code Section 54956.9: One potential case

6. Adjournment of Closed Session

Chair Grob adjourned Closed Session at 7:12 p.m.

7. RECONVENE REGULAR MEETING

Chair Grob reconvened the Regular Meeting at 7:12 p.m.

8. Announcement of Action Taken in Closed Session, if any.

Chair Grob stated that during the Closed Session the Board discussed item 5.A and will discuss item 5.B following the Regular Meeting of the Board of Commissioners.

9. Public Comment (Non-Agenda)

None.



10. 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 Commissioners or a member of the public.

- \*10.A. Approve Minutes of the Regular Board of Commissioners Meeting held on February 19, 2025.
- \*10.B. Accept the Monthly Overview Report for the Housing Programs Department.
- \*10.C. Accept the Monthly Overview Report for Property Operations.
- \*10.D. Accept the Monthly Update on Construction in Progress (CIP).
- \*10.E. Accept the Monthly Construction Report for The Estuary I.
- \*10.F. Accept the Monthly Construction Report for Linnet Corner.
- \*10.G. Accept the Monthly Report for North Housing Offsites.
- \*10.H. Adopt an Updated Fee Schedule for Third Party Real Estate Transactions.

**Items accepted or adopted are indicated by an asterisk.**

Vice-Chair Sidelnikov moved to accept the Consent Calendar items, and Commissioner Joseph-Brown seconded. The motion passed unanimously.

Yes	6	Chair Grob, Vice-Chair Sidelnikov, Commissioner Decoy, Commissioner Husby, Commissioner Joseph-Brown, and Commissioner Tamaoki
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11. AGENDA

- 11.A. Accept the Audited Financial Statements Report for Fiscal Year Ending June 30, 2024 and Authorize the Executive Director to Approve and Finalize, with no material changes to the financial position as presented in the Draft Audited Financial Statements.

Louie So, Chief Financial Officer, introduced Rich Larsen, from Novogradac & Company LLC, who provided a presentation of the summarized Draft Audited Financial Statements for Fiscal Year Ending June 30, 2024. Mr. Larsen highlighted the three reports resulting from the audit performed: (1) Report of Independent Auditor, which is the report that includes the auditor's opinion on the Housing Authority of the City of Alameda's (AHA) financial statements. Novogradac issued an unmodified opinion on AHA's financial statements, which is the highest level of assurance that can be issued by auditors. (2) Audit in Accordance with Government Auditing Standards which is used by Novogradac to consider AHA's internal control over financial reporting. Novogradac did not identify any deficiencies in internal controls that were considered to be a material weakness. Also considered in this report is AHA's Financial Reporting and Compliance. Novogradac indicated that the results of their tests disclosed no instances of noncompliance or other matters that are required to be reported under the Government Auditing Standards; and (3) Report In Accordance with



Uniform Guidance, which is federal law. This report reflects Novogradac's findings on whether AHA complied with all federal law when expending federal program funds. Novogradac issued an unmodified opinion on AHA's federal compliance. Mr. Larsen also noted that AHA's financial statements for the period ending June 30, 2024, indicate tremendous liquidity.

The Board appreciated staff for the efforts put forth to obtain a clean/no-finding audit.

Chair Grob moved to accept the Audited Financial Statements Report for Fiscal Year Ending June 30, 2024, and Authorize the Executive Director to Approve and Finalize, with no material changes to the financial position as presented in the Draft Audited Financial Statements, and Commissioner Tamaoki seconded. The motion passed unanimously.

Yes	6	Chair Grob, Vice-Chair Sidelnikov, Commissioner Decoy, Commissioner Husby, Commissioner Joseph-Brown, and Commissioner Tamaoki
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.11.B. Accept a Presentation from the Housing Authority of the City of Alameda's (AHA) Social Services Provider, LifeSTEPS.

Joshua Altieri, Community Relations Manager, introduced LifeSTEPS staff, Candace Williams, Regional Director, and Jean Burns, Regional Supervisor, who were in attendance of the meeting, and acknowledged Angel Reyes, DSSS, Trevor Jackman, CM, Raquel Ellis, DSS, and Aliyah Morgan, DSS.

Ms. Williams and Ms. Burns provided a presentation that included an overview of LifeSTEPS' mission, impact, and the services, provided to AHA residents by LifeSTEPS; noting that AHA's support is vital to their work and the partnership between LifeSTEPS and AHA is key to improving the City of Alameda.

The Board appreciated LifeSTEPS for their partnership and work to bring vital services to AHA residents.

11.C. Accept the Annual Hiring Report as required by AB 2561; approve a revised Schedule of Authorized Positions effective immediately; approve a Pay Schedule effective March 20, 2025; and approve proposals for flexibility in hiring, including extending approvals made in April 2024 for a further year and hiring all new hires and promotions from April 1, 2025 as at-will.

Alicia Southern, Director of Human Resources, provided a presentation that summarized the requirements and impacts of AB 2561, and summarized the request for approval of the revised Schedule of Authorized Positions and revised Pay Scheduled.



Commissioner Tamaoki moved to accept the Annual Hiring Report as required by AB 2561; approve a revised Schedule of Authorized Positions effective immediately; approve a Pay Schedule effective March 20, 2025; and approve proposals for flexibility in hiring, including extending approvals made in April 2024 for a further year and hiring all new hires and promotions from April 1, 2025 as at-will, and Commissioner Joseph-Brown seconded. A roll call vote was taken, and the motion passed unanimously.

Yes                      6      Chair Grob, Vice-Chair Sidelnikov, Commissioner Decoy, Commissioner Husby, Commissioner Joseph-Brown, and Commissioner Tamaoki

Chair Grob adjourned the meeting at approximately 7:53 p.m., noting that the meeting will be reconvened after the Alameda Affordable Housing Corporation Meeting.

Chair Grob reconvened the Regular Meeting at 8:11 p.m.

- 11.D. Adopt the Agency's 5-Year Plan, Annual Plan, and Moving to Work (MTW) Supplement for Fiscal Year Starting July 1, 2025 and Authorize the Chair to Certify, By Resolution, that the Board of Commissioners has Approved Submission of the 5-Year Plan, Annual Plan, and MTW Supplement to HUD.

Sepideh Kiumarsi, Senior Management Analyst, provided a presentation on the Five-Year Plan, Annual Plan, and Moving to Work Supplement (MTW) starting July 1, 2025. This presentation included updates made to the timeline of events, since last presented, which resulted from the extensions allowed by HUD for the MTW program.

Commissioner Joseph-Brown moved to adopt the Agency's 5-Year Plan, Annual Plan, and Moving to Work (MTW) Supplement for Fiscal Year Starting July 1, 2025 and Authorize the Chair to Certify, By Resolution, that the Board of Commissioners has Approved Submission of the 5-Year Plan, Annual Plan, and MTW Supplement to HUD, and Commissioner Tamaoki seconded. A roll call vote was taken and the motion passed unanimously.

Yes                      6      Chair Grob, Vice-Chair Sidelnikov, Commissioner Decoy, Commissioner Husby, Commissioner Joseph-Brown, and Commissioner Tamaoki

- 11.E. Authorize the Executive Director to Negotiate and Execute a Change Order with J.H. Fitzmaurice Not to Exceed \$3,000,000 for North Housing Soil Offhaul Costs.

Sylvia Martinez, Director of Housing Development, provided a presentation that summarized the Soil Offhaul Approvals, noting that the presentation also



applies to item 11.F. Both items 11.E and 11.F are related to the work being performed at the North Housing site.

Vice-Chair Sidelnikov moved to authorize the Executive Director to Negotiate and Execute a Change Order with J.H. Fitzmaurice Not to Exceed \$3,000,000 for North Housing Soil Offhaul Costs, and Commissioner Joseph-Brown seconded. The motion passed unanimously.

Yes                      6      Chair Grob, Vice-Chair Sidelnikov, Commissioner Decoy, Commissioner Husby, Commissioner Joseph-Brown, and Commissioner Tamaoki

- 11.F. Approve Amendment No. 1 to a Consultant Services Agreement Not to Exceed \$2,769,519.07 between the Housing Authority of the City of Alameda and Lakehurst and Mosley LP and Amendment No. 1 to a Consultant Services Agreement Not to Exceed \$6,639,696.14 between the Housing Authority of the City of Alameda and Mabuhay and Lakehurst LP, and Approve a Consultant Services Agreement Not to Exceed \$2,141,922.79 between the Housing Authority of the City of Alameda and Mosely and Mabuhay LP for North Housing Block A Master Development Work.

Commissioner Joseph-Brown moved to approve Amendment No. 1 to a Consultant Services Agreement Not to Exceed \$2,769,519.07 between the Housing Authority of the City of Alameda and Lakehurst and Mosley LP and Amendment No. 1 to a Consultant Services Agreement Not to Exceed \$6,639,696.14 between the Housing Authority of the City of Alameda and Mabuhay and Lakehurst LP, and Approve a Consultant Services Agreement Not to Exceed \$2,141,922.79 between the Housing Authority of the City of Alameda and Mosely and Mabuhay LP for North Housing Block A Master Development Work, and Commissioner Decoy seconded. The motion passed unanimously.

Yes                      6      Chair Grob, Vice-Chair Sidelnikov, Commissioner Decoy, Commissioner Husby, Commissioner Joseph-Brown, and Commissioner Tamaoki

- 11.G. Provide Direction to Staff on the Mission, Vision and Values statement.

Ms. Cooper stated that staff proposed a number of changes to the AHA Mission Statement, primarily made to streamline the Mission Statement, with the recommendation that staff bring the Mission Statement back to the Board for review in 2026.

Chair Grob stated that she agreed with the recommendation made by the Executive Director and reiterated AHA's commitment to fair housing for tenants and landlords and fair employment for staff and acknowledged that AHA is extremely effective and successful because of the staff's ability to





respect each other and respect the differences that each person brings to the organization. Chair Grob stated that she fully anticipates that staff will continue to build on this strength.

Chair Grob moved to approve the changes proposed by staff for item 11.G, and Commissioner Joseph-Brown seconded. The motion passed five to one, with one opposition.

Yes      5      Chair Grob, Vice-Chair Sidelnikov, Commissioner Decoy,  
Commissioner Husby, and Commissioner Tamaoki

Opposed   1      Commissioner Joseph-Brown

12. CONTINUATION OF CLOSED SESSION OF HOUSING AUTHORITY  
BOARD OF COMMISSIONERS – IF NEEDED

Chair Grob Adjourned to Closed Session at 8:22 p.m.

13. Announcement of Action Taken in Closed Session, if any.

Chair Grob adjourned Closed Session and reconvened the Regular Meeting of the Board of Commissioners at 8:51 p.m. Chair Grob stated that during Closed Session the Board discussed item 5.B and will now hear item 11.G.

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

None.

15. WRITTEN COMMUNICATIONS

None.

16. EXECUTIVE DIRECTOR'S COMMUNICATIONS

Mr. So stated that the Housing Wait List for Linnet Corner will open on April 4<sup>th</sup> and remain open through April 18<sup>th</sup>. This is an opportunity for anyone that is 62 years or older, to live in a studio apartment in a great location within the City of Alameda. Available via this wait list and the eventual lottery are 23 studio apartments, which feature individual bathrooms and kitchens, and are suitable for one to two person households. The lottery will be conducted no later than April 25<sup>th</sup> and applicants can expect to hear back by May 30<sup>th</sup> or sooner. Move-ins are projected to begin later this year in September 2025.

Mr. So stated that staff from the College of Alameda will be tabling at Rosefield Village on April 16<sup>th</sup> and Esperanza Apartments on April 23<sup>rd</sup>. They will share information about upcoming enrollments for both Summer and Fall semesters



and highlight higher educational opportunities, as well as vocational training programs.

Mr. So went on to state that The City of Alameda's Zero Waste Program will be visiting Rosefield Village on March 20<sup>th</sup>, Parrot Gardens and Parrot Village on March 25<sup>th</sup>, and China Clipper on April 15<sup>th</sup>. Once all the visits are completed, the team will have visited 7 AHA properties to distribute compost bins, recycle totes, and information materials. Mr. So also stated that Mastick Senior Center staff tabled at Independence Plaza on February 25<sup>th</sup>, in which 32 residents were informed about all Mastick senior programming. Mastick staff will be at Anne B. Diamant Plaza on March 20<sup>th</sup>.

Mr. So reminded the Board that their Form 700 and Ethics training are due on April 1<sup>st</sup>. Mr. So reminded the Board that their Form 700 must include both the Board of Commissioners and Alameda Affordable Housing Corporation and that they must complete no less than 2 hours of Ethics Training.

17. COMMISSIONER COMMUNICATIONS, (Communications from the Commissioners)

None.

18. ADJOURNMENT

Chair Grob adjourned the meeting at 8:56 p.m.

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Vanessa M. Cooper  
Secretary and Executive Director

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Carly Grob, Chair  
Board of Commissioners





Housing Authority  
of the  
City of Alameda

**PHONE:** (510) 747-4300  
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701 Atlantic Avenue • Alameda, California 94501-2161

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To: Honorable Chair and Members of the Board of Commissioners

From: Tonya Schuler-Cummins, Director of Data and Policy

Date: April 16, 2025

Re: Accept the Monthly Overview Report for the Housing Programs Department.

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### **BACKGROUND**

This memo is a high-level overview of Housing Programs Department (HPD) activities for the prior month.

### **DISCUSSION**

#### **Wait list**

The Housing Authority of the City of Alameda (AHA) staff are still working to get the wait list updated and ready to pull names. One additional software program is needed from AHA's vendor and then the AHA will be ready to do a random lottery for the wait lists.

#### **Leasing**

AHA worked with the Oakland Housing Authority and the Housing Authority of the County of Alameda to re-allocate 36 vouchers under the Veteran Affairs Supportive Housing (VASH) program. The Veteran Affairs (VA) and AHA have worked hand-in-hand and all vouchers are either issued or leased already. The success rate of referred veterans was high. So far, only two veterans were unable to secure housing under the VASH program, and one of those worked with the VA to secure housing elsewhere.

The lease-up of 40 vouchers at The Estuary I and an additional 40 vouchers at Linnet Corner has started with the receipt of 19 referrals from the Coordinated Entry System (CES).

### **FISCAL IMPACT**

For report only, no fiscal impact.

### **CEQA**

N/A



**RECOMMENDATION**

Accept the Monthly Overview of the Housing Programs Department.

**ATTACHMENTS**

1. February 2025 Housing Programs Dept Dashboard

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Tonya Schuler-Cummins', written in a cursive style.

Tonya Schuler-Cummins, Director of Data and Policy

## Housing Programs Department Dashboard for February 2025

Total NON-ACC Vouchers Leased By Type		
Program	Vouchers Leased	Amount Awarded/Funded
Shelter Plus Care	18	18
Moderate Rehabilitation	29	30
SRO		

Total ACC Vouchers Leased By Type		
Voucher Program	Vouchers Leased	Amount Awarded
Housing Choice Vouchers (HCV)	1000	Not Applicable
Project Based Vouchers (PBV)	323	Not Applicable
AHA-Owned HCV (FUP)	233	Not Applicable
	44	50
Veterans Affairs Supportive Housing (VASH)	60	76
Stability Vouchers (SV)	2	10
Total Vouchers Leased	1660	
Units on ACC	2059	
ACC Vouchers Not Leased	399	

Budget Authority (For February 2025 - Average Across 12 months)	
\$	3,642,856.17
Total HAP expended	
\$	3,883,432.19
HAP/Budget Authority	
	106.6%

Emergency Housing Vouchers*	
EHV (7760) in Alameda	36
EHV Port Outs	16
Total Leased	52
Total Awarded	57
*vouchers will decrease over time due to the sunset of the program and HUD's prohibition on issuing new EHVs	

Average Duration from voucher issuance to those leased up in February 2025 (days)	
	163.0
Average Tenant Rent to Owner	
\$	545.72
Average TTP	
\$	610.65
Average HH income	
\$	25,172.84
Percentage of Inspections Passed First-Time (02/2025)	
	1%
Inspections Completed (02/2025)	
	79

Average of HAP per Bedroom size	
Bedroom Size	Average HAP
0	\$ 683.54
1	\$ 1,795.29
2	\$ 2,126.78
3	\$ 2,758.14
4	\$ 3,157.38
5	\$ 4,082.50
Count of Households	
	475
	592
	531
	182
	29
	2



Housing Authority  
of the  
City of Alameda

**PHONE:** (510) 747-4300  
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**TTY/TRS:** 711

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701 Atlantic Avenue • Alameda, California 94501-2161

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To: Honorable Chair and Members of the Board of Commissioners

From: Nancy Gerardin, Director of Property Operations

Date: April 16, 2025

Re: Accept the Monthly Overview Report for Property Operations.

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### **BACKGROUND**

This memo provides a high-level overview of the Property Operations Department's activities for the previous month.

### **DISCUSSION**

The attached table (Attachment 1) summarizes property performance for all sites, including Housing Authority of the City of Alameda (AHA) and affiliate-owned sites, and all properties FPI Management (FPI) manages, for the month of March. AHA continues to work closely with FPI to improve overall property operations.

### **VACANCY**

The attached table (Attachment 1) reflects the end-of-month occupancy and leased rate per site. Staff are working with FPI to improve the timeliness of the leasing efforts and review vacancy loss weekly with FPI to reduce vacancies and improve the unit turn process. The average days to make ready for the month of March was 16 (this reflects an increase over the prior month due to a unit that became available as a result of a legal matter which delayed work commencing).

In Q3 of 2024, AHA implemented a pre-screening process to assist with the leasing efforts of PBV units at Anne B. Diament, Parrot Village, and Littlejohn Commons. The intent is to minimize the amount of downtime during the outreach and review of the initial resident selection criteria with staff performing the outreach, initial review of occupancy and income qualifications, and mailing of disposition letters to families and the Housing Programs Department. Once applications have been identified as pre-qualified, the files will be sent to FPI for final criteria review to include background and landlord reference confirmation. Thus far, this process has proven to be beneficial, and AHA included the pre-screening process for Independence Plaza and Parrot Village 4-bedroom units effective in September 2024 and all remaining PBV units within the portfolio were added to this process effective November 2024. This practice will be used





for the lease-up efforts for Estuary I and Linnet Corner. As part of the resident screening, FPI is also requesting a copy of their rent ledger from new applicants to ensure that they pass the landlord reference portion. This is not required from those who are homeless or living with family.

Vacancies that do not have a waitlist are posted on the AHA website and applications are available through the Resident Managers, as well as [affordablehousing.com](https://affordablehousing.com), GoSection 8 (the Section 8 online search engine), and on Craigslist.

## RENT COLLECTIONS

The attached table (Attachment 1) provides the rent collection rate versus budget for all AHA-owned and affiliate-owned sites managed by FPI. Overall portfolio rent collection rate for month of March was 88.9%.

Properties with collection rates in excess of 95% are due to higher market rents achieved vs. budget coupled with increased subsidy payments. The lower collection rates for March are primarily due to the units pending legal action, past due balances for residents (some properties are still affected by non-payment of rent during the COVID-19 pandemic), the pending reconciliation of both HAP and resident payments due to the conversion at Independence Plaza to the RAD program, and lower subsidy collected due to abatement of payments due to failed HQS inspections. Failed inspections and potential abatement is reviewed and audited weekly with subsidy payments that are withheld over 30 days the responsibility of FPI and applied as a credit to the management fee in future months. Such credits can be expected to be reflected in Q1 of 2025 for Eagle Village, Esperanza, China Clipper, and AAHC scattered sites.

Like many owners, especially non-profit owners, there remains a fairly large payment issue stemming from the COVID era. The total delinquency (unpaid rent) for the portfolio for current residents is \$468,913. Of this, the total delinquency for residents in legal (i.e. subject to a 30-day notice of termination) is \$302,275.

All residents with a past due balance are referred to LifeSTEPS for assistance. Property Management and LifeSTEPS continue to engage residents and encourage them to enter into a repayment agreement. Residents who owe over \$100 are issued a 30-day notice to pay or quit and are referred to legal counsel for review of their cases and, where necessary, the 30-day notice to pay or quit has been filed with the court. LifeSTEPS, FPI, and the Ombudsman are working with these families to enter into a "stay and pay" stipulated agreement, although a very small number have not complied and will be evicted if they do not leave before the lock out.

Residents who only owe back rent from prior to December 2022 cannot be issued a 30-day notice, so some fairly significant balances will remain on the ledger until the resident moves out. A small number of other legal cases are ongoing for nuisance behavior.

Rent collections, pending legal/eviction matters, and overall account receivable collection efforts are reviewed in detail weekly by AHA with FPI.

## RENT INCREASES

Rent increases have been and will continue to be issued at all sites in the coming months, in accordance with the new payment standards implemented in November 2024. This will result in increases to the total contract rent going up, but these rent increases are raised to the level of the new Payment Standards and generally will not impact subsidized residents' rent portion, as long as they are not over-housed. Rent increase notices are served at least 60 days in advance of the effective date to provide ample notice to residents.

## SOCIAL SERVICES

LifeSTEPS has been providing aid to tenants and households and continues to link them to financial and social service agencies, as needed. LifeSTEPS is also actively engaged in resident functions, including participation in the Town Hall meetings that were conducted in October 2024, along with the FPI and AHA management teams. In the month of November 2024, FPI and LifeSTEPS collaborated to engage with residents to introduce and encourage online and automated payment options through the resident portal such as WIPS (walk-in payment system) and Flex. Flex is a new payment option that allows residents to pay rent on a bi-monthly schedule. However, landlords receive rent payments as they are due per the lease terms. This new option was well received by the residents based on feedback received during Town Hall meetings.

The LifeSTEPS team and FPI continue to work with residents to participate in the online options available and enrollment in Rent Café/the resident portal.

## MAINTENANCE

Unit by unit inspections were conducted by FPI for each community in June 2024 and annual HQS inspections were completed in December 2024. These inspections allow management and ownership to proactively address any repairs needed, evaluate overall property condition, and assist residents that may need social services to address personal needs.

AHA continues to conduct bi-weekly site inspections to assess all common areas, vacant units, and potential life safety matters.

## HIRING

The department is in the process of hiring a Property Management Supervisor.

## **FISCAL IMPACT**

Not applicable.

**CEQA**

Not applicable.

**RECOMMENDATION**

Accept the Monthly Overview Report for Property Operations.

**ATTACHMENTS**

1. April Board Memo Attachment 1

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'NG' or 'Nancy Gerardin', written in a cursive style.

Nancy Gerardin, Director of Property Operations

ATTACHMENT 1

Mar-25

Property Name	Owned by	Managed by	Total units	Senior or Family	Manager units	Gross Potential Rent (Budgeted)	Resident Rent Collected	Subsidy collected	Total Rent Collected (Actual)	% collected	Current Total Unpaid Charges - March Month End	0-30 Day AR	31-60 Day AR	61-90 Day AR	90 + Day AR	Eviction Status AR - March Month End
China Clipper	AHHC	FPI	26	Family	0	\$53,626.00	\$18,349	\$32,818	\$51,167	95.4%	\$4,779	\$180	\$1,381	\$50	\$3,167	\$23,367
Esperanza	AHHC	FPI	120	Family	1	\$392,959.00	\$94,960	\$299,293	\$394,253	100.3%	\$52,508	\$2,097	\$1,787	\$563	\$48,061	\$34,586
LittleJohn Commons	ICD	FPI	31	Senior	1	\$74,345.00	\$14,212	\$57,828	\$72,040	96.9%	\$111	\$84	-\$12	\$12	\$27	\$0
Parrot Garden	AHA	FPI	8	Family	1	\$25,384.00	\$12,264	\$12,390	\$24,654	97.1%	\$0	\$0	\$0	\$0	\$0	\$0
Parrot Village	AHHC	FPI	50	Family	1	\$183,063.00	\$44,913	\$110,789	\$155,702	85.1%	\$27,953	\$4,401	\$3,483	\$3,363	\$16,706	\$19,389
Everett Commons	ICD	FPI	20	Family	1	\$59,529.00	\$16,236	\$33,172	\$49,408	83.0%	\$2,968	\$1,414	\$25	\$34	\$1,495	\$0
Scattered Sites	AHA	FPI	25	Family	0	\$53,482.00	\$7,636	\$41,779	\$49,415	92.4%	\$3,526	\$1,546	\$310	\$39	\$1,631	\$0
Scattered Sites	AHHC	FPI	27	Family	0	\$64,222.00	\$28,541	\$38,816	\$67,357	104.9%	\$47,115	\$607	\$2,565	\$38	\$43,905	\$0
Rosefield Village	ICD	FPI	92	Family	1	\$188,980.00	\$55,581	\$79,902	\$135,483	71.7%	\$12,262	\$2,258	\$120	\$100	\$9,784	\$162,808
Eagle Village	AHHC	FPI	36	Family	1	\$94,381.00	\$12,970	\$74,200	\$87,170	92.4%	-\$3,717	\$25	\$17	\$0	-\$3,759	\$48,935
Independence Plaza	AHHC	FPI	186	Senior	2	\$460,813.00	\$98,819	\$269,336	\$368,155	79.9%	\$11,495	\$3,345	-\$776	-\$545	\$9,470	\$13,190
Anne B Diamant	AHHC	FPI	65	Senior	1	\$138,986.00	\$33,934	\$104,230	\$138,164	99.4%	\$7,638	\$4,387	\$105	\$1	\$3,145	\$0
<b>TOTAL</b>			<b>686</b>		<b>10</b>	<b>\$1,789,770.00</b>	<b>\$438,415.00</b>	<b>\$1,154,533.00</b>	<b>\$1,992,968.00</b>	<b>89.0%</b>	<b>\$166,638</b>	<b>\$20,344</b>	<b>\$9,005</b>	<b>\$3,655</b>	<b>\$133,632</b>	<b>\$302,275</b>

Month Ending March 2025

Property Name	Owned by	Total Vacant 03/31/2025	Occupancy	Leased %
China Clipper	AHHC	3	88.46%	88.46%
Esperanza	AHHC	7	94.30%	95.93%
LittleJohn Commons	ICD	0	100.00%	100.00%
Parrot Garden	AHA	1	87.50%	87.50%
Parrot Village	AHHC	7	86.00%	94.00%
Everett Commons	ICD	2	90.00%	90.00%
Scattered Sites	AHA	2	92.30%	92.30%
Scattered Sites	AHHC	0	100.00%	100.00%
Rosefield Village	ICD	5	94.56%	97.82%
Eagle Village	AHHC	0	100.00%	100.00%
Independence Plaza	AHHC	12	93.54%	93.54%
Anne B Diamant	AHHC	2	96.92%	98.46%
<b>TOTAL</b>		<b>41</b>	<b>94.1%</b>	<b>95.50%</b>



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To: Honorable Chair and Members of the Board of Commissioners

From: Joseph Nagel, Senior Construction Project Manager

Date: April 16, 2025

Re: Accept the Monthly Update on Construction in Progress (CIP).

---

### **BACKGROUND**

The Housing Authority of the City of Alameda (AHA) and its affiliate, the Alameda Affordable Housing Corporation (AAHC), own and operate multifamily property throughout Alameda. Periodically, work is scheduled to maintain and upgrade existing buildings, or to improve property that is anticipated to be redeveloped in the future. In 2022, AHA and AAHC obtained Physical Needs Assessments (PNA) on all properties over 5 years old. These assessments delineated capital needs over a 15-year period, but also highlighted any health and safety needs and items for short-term attention. AHA and AAHC have completed or begun all health and safety items, and plan to address short-term needs through the annual budgeting process for every property. Staff prioritizes work that is health and safety-related, lender-required, or provides risk mitigation. Priority tasks are divided between onsite FPI staff and contracting, and larger projects where there may be additional plan and permit submissions, which are undertaken by AHA staff. AHA's Housing Development department works collaboratively with the Portfolio and Asset departments to provide a budget and scope of work for the 2025-26 agency budget.

### **DISCUSSION**

The following construction projects are in progress as of this Board Meeting:

1. HazMat Remediation and Demolition of Existing Structures at The Poplar, 2615 Eagle Ave. (Formerly AUSD Maintenance)

Site: The Poplar

Total cost: \$TBD

Source of funds: Poplar pre-development sources

Purpose: Remediate, demolish and dispose of the existing physical improvements at 2615 Eagle Ave. For the purposes of future development.

Status: Demolition permit is currently under review at the city planning dept. and AHA has issued an RFP for remediation, demolition and monitoring services was issued on 2/19/2025. A mandatory bid walk for interested vendors was conducted on 3/4/2025 and



(9) potential contractors attended. Only (1) proposal for services was received in response to this RFP. AHA will be revising the scope of services and re-issuing the RFP on 4/3/2025.

## 2. China Clipper Balcony Repairs

Site: China Clipper

Estimated total cost: \$110,000

Source of funds: Property Operating Budget

Purpose: Repair balconies in compliance with Senate Bill 721 recommended repairs.

Timeline: This scope of work is expected to take 9 months to complete.

Status: Barry and Wynn Architects have been chosen to design the (2) replacement balconies and provide the permit documents at a cost of \$29,876.67. A Contract is expected to be signed by 4/9/2025.

## 3. Lincoln House Balcony Repairs

Site: Lincoln House

Estimated total cost: \$65,000

Source of funds: Property Operating Budget

Purpose: Repair balconies in compliance with Senate Bill 721 recommended repairs.

Timeline: This scope of work is expected to take 9 months to complete.

Status: Barry and Wynn Architects have been chosen to design the (2) replacement balconies and provide the permit documents at a cost of \$14,938.33. A Contract is expected to be signed by 4/9/2025.

## 4. Independence Plaza Community Room Kitchen ADA Accessibility Renovation

Site: Independence Plaza

Estimated total cost: \$58,121.92

Source of funds: Property Operating Budget

Purpose: HUD required accessibility renovations.

Timeline: Work is expected to take 3–4 weeks.

Status: The permit has been received. Work is scheduled to begin on 3/31/2025. New Generation Builders, Inc. mobilized and began renovations on 3/31/2025. The renovations are expected to take up to 4 weeks to complete.

## 5. Independence Plaza Lobby and Restrooms ADA Accessibility Renovations.

Site: Independence Plaza

Estimated total cost: \$TBD

Source of funds: Property Operating Budget

Purpose: HUD required accessibility renovations.

Timeline: TBD.

Status: TWM Architects have been chosen to design the (2) restrooms and lobby and provide the permit documents at a cost of \$33,000.00. A Contract is expected to be signed by 4/9/2025.

## 6. Parrot Garden/ Parrot Village Office ADA Accessibility Renovation

Site: Parrot Garden/ Parrot Village



Estimated total cost: \$TBD

Source of funds: Property Operating Budget

Purpose: Code Compliant Required accessibility renovations.

Timeline: Work is expected to take 3–4 weeks.

Status: Barry and Wynn Architects have been chosen to design the (2) replacement balconies and provide the permit documents at a cost of \$44,000.00. A Contract is expected to be signed by 4/9/2025.

#### 7. Portfolio Seismic Assessment and Remediation Reports

Sites: AHA, AAHC Portfolio.

Total cost: \$TBD

Source of funds: AHA General Fund

Purpose: Review and analyze the potential seismic vulnerability to earthquake damage to structures within the existing portfolio and outline necessary repairs or modifications needed to improve their structural integrity and minimize potential damage during an earthquake.

Status: An RFQ for Engineering and Consulting Services is scheduled to be published on 4/10/2025.

#### 8. Independence Plaza, ADA Compliant Signage

Site: Independence Plaza, Lincoln House, Sherman House, and Stanford House

Estimated total cost: \$45,820.00

Source of funds: Property Operating Budgets

Purpose: ADA Required Accessibility Renovations.

Timeline: TBD

Status: The signage is in design.

#### 9. Parrot Garden Parking Lot Asphalt Resurfacing (by FPI Management)

Site: Parrot Garden

Estimated total cost: \$39,000

Source of funds: AHA General Fund

Purpose: Resurfacing and pothole repair at the Parrot Garden/Office parking lot

Timeline: The existing parking lot surface is in poor condition and creates a trip hazard, FPI has solicited proposals to complete this work.

The work is expected to begin in the next 90 days.

#### 10. Everett Common Domestic Water Leaks

Site: Everett Common

Estimated total cost: TBD

Source of funds: TBD

Purpose: Investigating multiple leaks of domestic water supply lines in PEX water lines

Timeline: AHA is investigating the reoccurrence of water leaks in multiple residential units over the last 2+ years. These are typically in PEX supply lines. AHA staff are working with the developer, JHF and the property management team, FPI to determine possible causes of these leaks. Samples of the PEX material have been removed from the existing buildings and will be sent to a material testing lab for analysis.

**FISCAL IMPACT**

Funding for repairs and maintenance on existing properties owned by either AHA or the AAHC is from either property reserves or the 2024 Reserve Policy Preservation Budget, as adopted by the AHA Board of Commissioners. Funding for the Poplar is being supported by redevelopment funds through the Alameda Unified School District and the City of Alameda.

**CEQA**

None

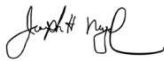
**RECOMMENDATION**

Accept the Monthly Update on Construction in Progress (CIP).

**ATTACHMENTS**

None

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Joseph Nagel".

Joseph Nagel, Senior Construction Project Manager



Housing Authority  
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To: Honorable Chair and Members of the Board of Commissioners

From: Jocelyn Layte, Acting Associate Project Manager

Date: April 16, 2025

Re: Accept the Monthly Construction Report for The Estuary I.

---

### **BACKGROUND**

The Housing Development Department provides monthly reports on projects under construction where either the Housing Authority of the City of Alameda (AHA) or Island City Development (ICD) is acting as developer and provides performance guarantees.

The Estuary I project is located at 500 Mosley Avenue. ICD is the developer. The project scope includes 45 new construction permanent supportive housing units for homeless or formerly homeless individuals or households, including one manager's unit. Amenities include property management offices, social service coordination offices, a community room, a mail room, central laundry, central courtyard, and secure bike parking. J.H. Fitzmaurice, Inc. (JHF) initiated construction on January 30, 2024, and is scheduled to achieve completion on or before August 8, 2025.

Please see previous monthly Board Reports for project details prior to this month's update.

### **DISCUSSION**

#### **Construction**

The overall project completion and billing percentage, through March 31, 2025, is approximately 90%. All units have been completed and are receiving appliances at the end of the month and will continue to have contractor punch walks. The AHA team and the General Contractor, JH Fitzmaurice (JHF), completed the pre-punch walk in March that identified common fixes and adjustments to finished units that would be carried out across the remaining units. The lobby started its tiling installation prep. Office spaces have complete finishes and doors with hardware installed. Pavers have been placed in the courtyard along with sidewalks, curbs and gutters on the south side of the building. Bioretention work and the north-side exterior work for cement pours and landscaping will continue throughout the month. Closed Circuit Television (CCTV) cameras and the live guard, patrolling the site after hours and on weekends, provide security at the site as JH Fitzmaurice (JHF) continues to make good construction progress. The project



received its green tag and clear for construction status, which allows Alameda Municipal Power to schedule and install individual meters at the site, bringing the project even closer to full energization. Currently, there are 14 rain days which were used due to the rain's impact on site work and offsite items. This means an additional 14 days were taken from the overall schedule on top of the original contract budgeted rain delay days. The interiors are on or ahead of schedule. At this time, the GC still anticipates early completion despite the rain delays, so long as electrical and elevator trades move forward on time. Staff are tracking this and continue to monitor delays, weather, and project schedule to consider if acceleration would be needed to finish on time. There is an allowance reserved for site work acceleration if needed. Temporary certificate of occupancy (TCO) is dependent on the completion of specific offsite scopes which staff are tracking.

April's active construction activities include: installation of corridor flooring and tiling, remaining doors and door hardware, electrical lighting fixtures in hallways, punch walk fixes on interior units, appliance delivery and installation, flooring and tile in community spaces, painting of community and office spaces, continuing excavation and installation of bio-retention areas and drains, exterior courtyard and pathway work on the west and north elevations, pet relief area installation, and irrigation and topsoil delivery. The AHA team looks to have final punch walks for interiors in early May. Interior and exterior work this month is moving forward according to schedule.

No new change orders have been approved over the past month, keeping the total approved change orders to \$427,181. An Owner's hard cost contingency and a General Contractor's contingency (already budgeted within the GC contract) are available for upgrades, master-plan cost overruns, as well as unexpected costs detailed below. Owner contingency funds are held separately from the contract. Executed change orders have utilized 23.8% of the owner's hard cost contingency and a General Contractor's contingency combined.

The total projected use of owner contingency (including General Contractor's Contingency and soft cost savings) is 74.5%. This includes conservative soil off haul estimates. Only the Executive Director can approve additional costs to the contract and staff closely review all prospective change orders at the site. All supplies needed to finish the project have been bought out so there is not expected to be a significant impact from the recently announced tariffs.

#### Operation and Lease Up Activities

Staff are working with cross-agency departments and external partners to prepare the project for leasing and operations in 2025. Weekly all-hands meetings and task coordination have begun and will continue throughout the projects lease up and transition to property operations. This month, the team walked through the office spaces to allocate rooms for leasing effort logistics.

All units will be filled from referrals – there are no units open to the general public at Estuary I and 40 of the 44 units will also receive Project-based vouchers (PBV). FPI

Management staff are on board working on lease-up reviews as of 4/1/2025. As of March 31st, AHA has received eight referrals from the Alameda County Coordinated Entry System (CES) and has scheduled six interviews for the first week of April. Focus continues to be on finalizing the Memorandum of Understanding with the County of Alameda for referrals from the CES, finalizing lease-up and operating budgets, and executing contracts with property management (FPI) and services (Building Futures). All units are leased fully furnished. Furnishings for units have been ordered, and model units will be set up for viewing during pre-leasing activities and move-ins.

### **FISCAL IMPACT**

AHA and ICD have completion and lease up guarantees on this development. The construction is currently trending a few weeks early and is on budget. Operations and lease up planning activities are meeting project milestones. See attachment for the monthly budget update.

### **CEQA**

Not Applicable.

### **RECOMMENDATION**

Accept the Monthly Construction Report for The Estuary I.

### **ATTACHMENTS**

1. Att1\_Estuary I Photo updates 04.16.2025
2. Att2\_Est I Monthly Budget Report 04.16.2025

Respectfully submitted,



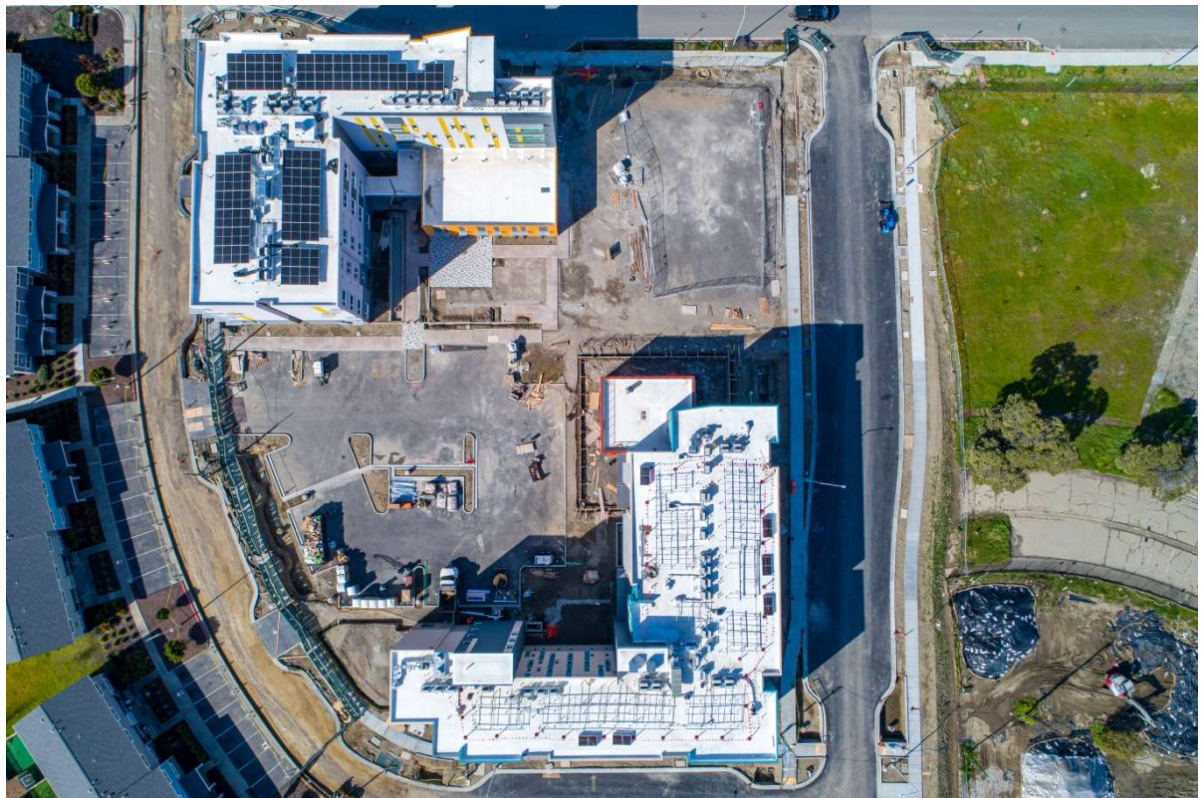
With support from Neil Saxby, Renew Urban, Consultant  
Jocelyn Layte, Acting Associate Project Manager



# The Estuary I Progress Photos March 2025



Aerial photo looking south showing the northern and western elevation exterior walls.



Aerial view looking down on NH Block A showing roof tops and exterior grading work.





Corridor lighting fixtures have gone in.



Unit Pre Punch walks were completed in March.



Exterior courtyard cement pours, pathways, pavers and bioretention areas were installed.

**The Estuary I**  
**Monthly Update - as of March 31 2025**

<b>Total Development Costs to Date</b>				
	\$ Budget	\$ Disbursed	% Disbursed	\$ Balance
Land & Holding Costs	\$2,461,115	\$2,444,510	99%	\$16,605
Hard Costs	\$28,906,749	\$19,491,661	67%	\$9,415,089
Soft Costs	\$11,597,407	\$3,658,956	32%	\$7,938,451
<b>Total</b>	<b>\$42,965,271</b>	<b>\$25,595,126</b>	<b>60%</b>	<b>\$17,370,145</b>

<b>General Contract Status</b>	
Total Contract Value	\$24,898,007
Change Orders	\$427,181
Revised Contract Value	\$25,325,188
Value of Work Completed to Date	\$22,745,160
Retention Withheld	\$2,223,146
Amount Paid to Date	\$20,522,013
Balance to Finish less retention	\$2,580,028
% Construction Complete	90%

<b>Contingency Utilization</b>		
	Hard Cost	Soft Costs
Total Contingency Approved	\$1,394,525	\$250,000
Approved Change Orders to Date	\$427,181	
Remaining Balance of Contingency	\$967,344	\$250,000
% of Contingency Used	31%	0%
Anticipated Soil Off-Haul Costs	\$687,700	
Remaining Balance of Contingency	\$279,644	
Projected Use of Contingency	\$967,344	
Remaining Balance After Projected Use	\$0	
% of Contingency Projected	100%	



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To: Honorable Chair and Members of the Board of Commissioners

From: Paris Howze, Project Manager

Date: April 16, 2025

Re: Accept the Monthly Construction Report for Linnet Corner.

---

### **BACKGROUND**

The Housing Development Department provides monthly reports on projects under construction where either the Housing Authority of the City of Alameda (AHA) or Island City Development (ICD) is acting as developer and provides performance guarantees.

Linnet Corner is located at 2000 Lakehurst Circle, Alameda, CA 94501. The project is the new construction of a single, four (4) story residential building, with 64 units. There will be 40 studio units and 23 one-bedroom units targeting seniors aged 62 and over. There will also be one two-bedroom unit dedicated as a manager's unit. Affordability levels will range between 30% and 40% of the Area Median Income (AMI). The project will also have 25% or 16 units serving formerly homeless or currently homeless senior veterans. Amenities will include a community room, onsite property management and service provider offices, shared unassigned parking, a laundry room, a resident garden, and a roof terrace.

Staff delivered a notice to proceed on March 6, 2024, and J.H. Fitzmaurice, Inc. (JHF), commenced construction activities on March 14, 2024. The project is expected to achieve completion on or before October 30, 2025.

Please see previous Board of Commissioner reports for project details before this month's update.

### **DISCUSSION**

#### *Construction:*

The overall project completion and billing percentage, through March 31, 2025, is approximately 85%. This month's construction activities included installation of PTAC heating/cooling appliances at all units, installation of blinds at all units, completion of corridor painting at all units, installation of bathroom flooring at all units, as well as installation of wire shelving at all units. Additionally, elevator installation of both carts has been completed and the switchgear has been installed and received its green tag



approval from Alameda Municipal Power to start meter installation.

The project currently has 17 rain delays, attributable to the rain's impact on sitework and offsite items. The interiors are on or ahead of schedule. At this time, the General Contractor (GC) still anticipates early completions despite the rain delays so long as electrical and elevator trades move forward on time. Staff is reserving an allowance for sitework acceleration if needed.

Change orders over the past month totaled \$0, keeping the total approved change orders at \$466,247. Owner contingency funds are held separately from the contract. Executed change orders have utilized 27% of the available hard cost contingency. Only the Executive Director can approve additional costs to the contract, within the planned contingency amounts, and staff closely review all prospective change orders at the site. Staff are also tracking soft cost savings and the use of contingencies, which can also be applied to hard cost uses later in the project's cycle.

*Additional funding update:*

The project applied to The Home Depot Foundations Grant Program with awards anticipated to be announced in May. If awarded, funds will be used to offset project costs by \$200,000.

*Deferred Developer Fee:*

At the time of construction loan closing in March 2023, the project anticipated approximately \$3.7 million in permit and impact fees and an 8.50% interest rate. Since then, the project has realized a \$1.2M reduction in permit and impact fees, and is projecting \$650k in interest fee savings due to a slightly reduced interest rate environment (the interest rate has fluctuated down to 7.42% on average). However, staff continue to watch the recent economic changes for potential interest changes. All supplies needed to finish the project have been bought out so there is not expected to be a significant impact from the recently announced tariffs. The project is also anticipating to spend less than the available hard and soft cost contingency on typical line items.

However, Linnet Corner is bearing a significant portion of the anticipated soil-off haul costs, which may reduce the amount of eligible basis, and thus reduce the equity investment from the tax credit limited partner, resulting in a considerable gap. The majority of the gap will be filled by an additional \$1.7 million in deferred fees. However, using conservative estimates, staff calculate that the worst-case scenario may require an additional infusion of funds as equity from AHA in 2026, at the project's conversion. This will help support the future payout of the developer fee and allow the closing of the permanent financing. This is being watched closely. If necessary, Staff will return to the Board in 2026 to request the additional funds.

There are multiple factors that could reduce the need for AHA funds. The Home Depot grant could benefit the project and additional cost savings beyond the current conservative estimates could be realized. A swift lease up could reduce the time to

conversion and lower interest costs. If fully leased, the project could use income from operations to fund the gap for part of this and reduce the need for more of ICD or AHA funds.

At the time of closing, the project was expected to defer \$1,284,044 of developer fees which was projected to be paid off by year 12. The project must pay off the deferred fee by year 15 or the owner must contribute the funds to the project. After year 15, the deferred fee is no longer a preferred payment, and other funders will take a significant part of the cash flow. For this reason, staff are working diligently to reduce any need for ICD/AHA cash flow or extra deferred fees.

*Draw Down Schedule:*

Linnet Corner, like many affordable projects, relied heavily on soft loans at the beginning of the project, and then went into a longer phase of relying on its construction loan to pay each month's draw costs. For the final six months of construction, however, it has \$9.5 million of equity available to use for paying draws. This structure was planned all along and was agreed to by all parties, and is fairly common for 4% tax credit transactions. The main benefit of using equity for monthly draws is to save on interest. The current month's interest rate is 6.71%, versus the original projection of 8.50%, which means that we are saving on interest now. However, keeping the outstanding balance low by using the equity will continue to save on interest expense. A rough estimate of the interest saved is \$200,000.

It is estimated that for about seven months of draws (May through November), including the retention draw, we will use limited partner equity. After those payments, the project will shift back to using its construction loan resources for the final interest carry until stabilization in fall 2026. Staff have reviewed these proposed uses of the different sources with the lenders, and they support the proposed plan. Estuary I does not have any early equity funds available and will continue to rely on its construction loan for monthly draws.

*Operation and Lease-Up Activities:*

Starting in January 2025, staff worked across agency departments and with external partners to prepare Linnet Corner for lease-up commencement in April 2025. The team has initiated a weekly all-hands meeting to coordinate the deliverables required for a smooth lease-up and transition to property management upon commencement of operations. Linnet Corner's lease-up will utilize a combination of three different sources to lease its 63 units (excluding the manager's unit):

1. CES units: 16 one bed and studio units are reserved for un-housed, disabled senior veterans referred by Alameda County Health Services Agency's (HCSA) Coordinated Entry System (CES) or through other social services agencies. These units all have Project-Based Vouchers (PBVs). Referrals from CES are expected soon. An interest list has also been stated in case CES is unable to provide 16 referrals.
2. PBV units: 24 one bed and studio units will be filled through AHA's existing

Project-Based Voucher (PBV) waitlist; lease-up will begin in May for these units, and

3. Lottery Units: 23 studio units will be filled through a public lottery for the units not tied to a subsidy nor CES. The application period for the 23 units leased through a public lottery was opened on April 4, 2025, and will close on April 18, 2025. Links to the application will be made available on Linnet Corner's new leasing website at [www.linnetcorner.com](http://www.linnetcorner.com).

Outreach efforts for both the public lottery and units reserved for veterans have included social media campaigns and lease-up presentations at city board meetings and community organizations in Alameda, and extensive in-person outreach with various veterans organizations such as Swords, the Veterans Affairs, etc. To conduct leasing activities, property management staff have temporarily moved into AHA's offices to intake applications and coordinate with AHA's Housing Programs Department for a seamless review period. Eligibility and compliance verification will be ongoing through the start of move-ins with all eligible residents anticipated to be identified upon receipt of temporary certificate of occupancy (TCO) at the end of September.

Staff also continues to work closely with agency departments on the finalization of first year operating budgets, lease-up agreements, property operations contracts, and supportive services contracts.

### **FISCAL IMPACT**

AHA and ICD have completion and lease-up guarantees on this development. To date, the construction is on time, and may deliver one month early, weather permitting. At this time, any cost overruns are covered by contingency, savings, and deferred developer fees. Linnet Corner is a 4% tax credit project which is reliant on basis-eligible costs for part of its financing. In a conservative scenario, the project may lose tax credit equity because of the changes during construction (including the soil offhaul cost, basis-eligible cost savings, and interest savings due to lower interest rates). This loss will be covered by cost savings, and also by additional deferred developer fee. The project has a \$3 million developer fee in total of which \$1,295,000 was deferred at closing. The maximum additional deferred fee is \$1,705,000. Staff will continue to review and come back to the Board if additional ICD or AHA funding is needed.

### **CEQA**

Not applicable.

### **RECOMMENDATION**

Accept the Monthly Construction Report for Linnet Corner.

### **ATTACHMENTS**

1. 25\_04\_Linnet Corner - Budget Tracking
2. 25\_04\_Linnet Corner - Progress Photos

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Paris Howze". The signature is fluid and cursive, with the first name "Paris" being more prominent than the last name "Howze".

Paris Howze, Project Manager



**Linnet Corner**  
**Monthly Update - as of March 31, 2025**

<b>Total Development Costs to Date</b>				
	\$ Budget	\$ Disbursed	% Disbursed	\$ Balance
Land & Holding Costs	\$640,864	\$526,338	82%	\$114,526
Hard Costs	\$36,513,061	\$25,740,398	70%	\$10,772,663
Soft Costs	\$16,118,331	\$4,608,745	29%	\$11,509,586
Total	\$53,272,256	\$30,875,481	58%	\$22,396,775

<b>General Contract Status</b>	
Total Contract Value	\$29,561,507
Change Orders	\$466,247
Revised Contract Value	\$30,027,754
Value of Work Completed to Date	\$25,409,183
Retention Withheld	\$2,481,087
Amount Paid to Date	\$22,928,096
Balance to Finish	\$7,099,658
% Construction Complete	85%

<b>Contingency Utilization</b>		
	Hard Cost	Soft Costs
Total Contingency Approved	\$1,738,717	\$450,000
Approved Change Orders to Date	\$466,247	(\$50,686)
Remaining Balance of Contingency	\$1,272,470	\$500,686
% of Contingency Used	27%	111%
Anticipated Master Plan Costs	\$573,433	
Projected Use of Contingency	\$699,037	
Remaining Balance of Contingency	\$0	
% of Contingency Projected	100%	



Linnet Corner  
Progress Photos  
(March 31, 2025)



*Figure 1: Bird's-eye view of Linnet Corner & Estuary I*



*Figure 2: Bird's-eye view from Lakehurst Circle*



Linnet Corner  
Progress Photos  
(March 31, 2025)



*Figure 3: View from Mosley and Mabuhay Avenue*



*Figure 4: View from corner of Lakehurst Circle & Mabuhay Street*

Linnet Corner  
Progress Photos  
(March 31, 2025)



*Figure 5: Wire shelving within unit closets*

Linnet Corner  
Progress Photos  
(March 31, 2025)



*Figure 6: Elevator Installation*



Linnet Corner  
Progress Photos  
(March 31, 2025)



*Figure 7: Blinds and PTAC installation in Units*



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To: Honorable Chair and Members of the Board of Commissioners

From: Jocelyn Layte, Acting Associate Project Manager

Date: April 16, 2025

Re: Accept the Monthly Report for North Housing Offsites.

---

### **BACKGROUND**

The Housing Development Department provides monthly reports on projects under construction, and the Housing Authority of the City of Alameda (AHA) is leading the North Housing Master-Plan work to prepare the sites and provide infrastructure for Linnet Corner and Estuary I. This report provides updates on the North Housing Block A offsite work.

### **DISCUSSION**

Site: North Housing Block A Offsite Improvements, 501 Mosley Ave Alameda, CA 94501 Total cost: \$4,015,747

Source of funds: Budgeted within the North Housing Block A projects with Estuary I covering 23%, Linnet Corner covering 60%, and Estuary II covering 17% of the offsite improvement costs.

Purpose: AHA contracted with J.H. Fitzmaurice, Inc. (JHF) for offsite improvements to North Housing Block A, such as the realignment of Lakehurst Circle, the new water main extension, and the new Mabuhay Street. Offsite improvement work is expected to be on a parallel track to the two active housing development projects (Estuary I and Linnet Corner). Therefore, the contract end date is October 2025, which aligns with the latter of the two housing projects' expected completion date. To date, the project has received 30 rain delay day notices (the contract only provided for 20). Despite these notices, the GC still anticipates early completion by July 2025. In order to achieve a Temporary Certificate of Occupancy (TCO) on Estuary I and Linnet Corner, portions of the offsite work must be completed on time with those projects' intended TCO dates. Staff are tracking this and continue to monitor delays, weather, and project schedule to consider if acceleration would be needed to finish on time. There is an allowance reserved for site work acceleration if needed.

The contracted value for the offsite improvements is budgeted in each of the housing developments at Block A and funding was approved by the Board of Commissioners in



December 2023. The contractor's contingency of \$150,000 in the contract is 99% used and expected to be 100% used. Staff anticipate that the contract contingency will be fully used. The Board approved an additional \$450,000 in owner's contingency, and in March 2025, approved up to amount of \$3 million in budget authority for the soil offhaul. Use of the owner's contingency or soil offhaul budget authority are included pro rata in the contingency trackers of Estuary I, Linnet Corner, and Estuary II.

The City of Alameda has approved a phasing plan so that appropriate levels of offsite completion are delivered with Estuary I, with the remainder completed concurrent with Linnet Corner, to allow certificates of completion for the earlier project.

Timeline: February 2024 to October 2025.

Status: As of the end of March 2025, offsite improvement work is about 87.5% complete. Contractor billing for March 2025 is \$498,589.62 and consists of earthwork, survey and staking, erosion control, AC paving, onsite and offsite concrete paving, landscape and irrigation, dry utilities joint trench work. The completed work on the Lakehurst Circle realignment and final paving of street surface. All sidewalks and gutters along Lakehurst Circle have also been completed. The parking lot for Linnet Corner is almost complete and received final lifts of asphalt late March. Mabuhay is the next target phase of this project along with a permanent fencing plan. Work continues to be on track to allow for Estuary I's Temporary Certificate of Occupancy to be received on time and not delay lease-up of the project. There is a zero total change order for the offsite contract which does not affect current contingency amounts. The project is on schedule. Details on the contract status and contingency used are attached to this report.

### **FISCAL IMPACT**

The Board of Commissioners approved the funding for the North Housing Master-Plan, including the offsites work for this first phase in August and December 2023.

### **CEQA**

Not Applicable

### **RECOMMENDATION**

Accept the Monthly Report for North Housing Offsites.

### **ATTACHMENTS**

1. Att1\_NH Offsite Budget Update 04.16.25

Respectfully submitted,



With support from Neil Saxby, Consultant, Renew Urban  
Jocelyn Layte, Acting Associate Project Manager





**North Housing Block A - Offsite Improvements Contract Tracking**  
**Update - as of March 2025**

<b>General Contract Status</b>	
Total Contract Value	\$4,015,747
Change Orders	\$0
Revised Contract Value	\$4,015,747
Value of Work Completed to Date	\$3,515,527
Retention Withheld	\$341,995
Amount Paid to Date	\$3,173,532
Balance to Finish	\$842,215
% Construction Complete	88%

<b>Contract Contingency Utilization</b>	
	Hard Cost
Total Contract Contingency	\$150,000
Approved Contract Contingency Usage To Date	\$148,457
Remaining Balance of Contract Contingency	\$1,543
% of Contract Contingency Used	99%

<b>Owner Contingency Utilization</b>	
Total Owner Contingency Outside of Contract	\$450,000
Approved Owner Contingency Usage To Date	\$0
Remaining Balance of Owner Contingency	\$450,000
% of Owner Contingency Used	0%



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To: Honorable Chair and Members of the Board of Commissioners

From: Radha Mehta, Management Analyst

Date: April 16, 2025

Re: Authorize the Executive Director or Designee to sign an amendment with Goldfarb & Lipman LLP for general counsel to increase the budget by \$400,000 in an amount not to exceed \$850,000 and to extend the contract for two additional years to 2028.

---

## **BACKGROUND**

As a public agency, the Housing Authority of the City of Alameda (AHA) is required to obtain and utilize general services to address its legal needs. Under AHA's procurement policy and procedures, and in compliance with HUD guidelines, it is preferable to enter into a multi-year contract for ongoing legal services. AHA has been utilizing Goldfarb & Lipman, LLP (Goldfarb) for both general counsel services.

## **DISCUSSION**

On April 3, 2023, AHA issued a Request for Proposals (RFP) for General Counsel Services. AHA received seven proposals from legal firms, including Goldfarb & Lipman, LLP. In Goldfarb's proposal, the firm selected to provide the following counsel roles: General Counsel, Bond Counsel, Eviction and Property Management Counsel, Fair Housing Counsel, Informal Hearing Officer Counsel, Real Estate Counsel, Procurement Counsel, Conflict of Interest Counsel, and Housing Programs Counsel. The Evaluation Committee reviewed and ranked the proposals and the top five firms were invited to interview in-person with an AHA interview panel. The interview panel was composed of AHA staff and a Board member. Goldfarb was ranked first by the panelists for legal services and was awarded a contract for a total amount of \$450,000.

AHA has been working extensively with attorney Jhaila R. Brown, at Goldfarb, to address various legal needs. Staff recommends amending the agreement with Goldfarb to increase the budget for general counsel services. Staff recommends extending the contract by two additional years, to October 23, 2028, and increasing the contract amount by \$400,000, to a total of \$850,000. The rates for the services have not changed. Hourly rates for the firm remain the same, as indicated in the rates from their original proposal (presented below) which are as follows:



Position	Hourly Fee YEAR 3	Hourly Fee YEAR 4	Hourly Fee YEAR 5
Partner	\$345 - \$360	\$360 - \$380	\$360 - \$380
Associate	\$230 - \$340	\$250 - \$360	\$250 - \$360
Senior Law Clerk	\$195	\$220	\$220
Law Clerk	\$170	\$195	\$195
Litigation Paralegal	\$180	\$200	\$200
Project Coordinator	\$180	\$200	\$200

### **FISCAL IMPACT**

The Housing Authority's budget includes funding for general counsel services for the current fiscal year. Future budgets will incorporate sufficient funds for services rendered during the remainder of the agreement's initial three-year term, and an additional two-year term, if the Board chooses to extend the term of the agreement.

### **CEQA**

Not applicable.

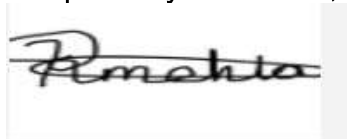
### **RECOMMENDATION**

Authorize the Executive Director or Designee to sign an amendment with Goldfarb & Lipman LLP for general counsel to increase the budget by \$400,000, for an amount not to exceed \$850,000 and to extend the contract for two additional years to 2028.

### **ATTACHMENTS**

1. Goldfarb Lipman Amendment 1

Respectfully submitted,



Radha Mehta, Management Analyst

**FIRST AMENDMENT TO AGREEMENT**

This Amendment of the Agreement, entered into this 16<sup>th</sup> of April, 2025, by and between the HOUSING AUTHORITY OF THE CITY OF ALAMEDA, a public body corporate and politic (hereinafter referred to as "AHA") and GOLDFARB & LIPMAN LLP, (a California limited liability partnership) whose address is 1300 Clay Street, 11th Floor, Oakland, CA 94612, (hereinafter referred to as "CONTRACTOR") is made with reference to the following:

**RECITALS:**

- A. On October 24, 2023, an agreement was entered into by and between AHA and Contractor (hereinafter "Agreement") with a term date of June 30, 2026 and not-to-exceed amount of \$450,000.
- B. AHA and Contractor desire to modify the Agreement on the terms and conditions set forth herein.

NOW, THEREFORE, it is mutually agreed by and between and undersigned parties as follows:

- 1. The not to exceed amount for the entire Agreement shall be increased by Three Hundred Fifty Thousand Dollars (\$350,000) to be amended to a not to exceed amount of Eight Hundred Thousand dollars (800,000) for services.
- 2. The contract period is extended until October 23, 2028

5. Except as expressly modified herein, all other terms and covenants set forth in the Agreement shall remain the same and shall be in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this modification of the Agreement to be executed on the day and year first above written.

GOLDFARB & LIPMAN, LLP

HOUSING AUTHORITY OF THE CITY OF  
ALAMEDA

Signed by:

*Jhaila R. Brown*

CCFA4130D6894CE...

Jhaila Brown  
Partner

\_\_\_\_\_  
Gregory Kats  
Director of Administrative Services

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Vanessa Cooper  
Executive Director



Housing Authority  
of the  
City of Alameda

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To: Honorable Chair and Members of the Board of Commissioners

From: Vanessa Cooper, Executive Director

Date: April 16, 2025

Re: Authorize the Executive Director or designee to negotiate and execute the purchase of one or both of the two townhomes located at 1129 Regent Street, Alameda, CA 94501-5330 Units A and B. Assessor's Parcel Numbers 70-182-75 and 70-182-74. Approve expenses of up to \$150,000 from AHA for the improvement of the property including repairs of stairs and balcony to be levied against the respective homeowners and recoupable at sale.

---

### **BACKGROUND**

In 1998, the Housing Authority of the City of Alameda (AHA) worked with low-income buyers to establish a plan of condominium ownership for the Regent Street property, such that individual homeowners could purchase homes and own a fractional sub-lease hold interest in the common area and ground lease. There are three residential condominiums, all of which are subject to resale restrictions to sell to future low-income buyers. A ninety-nine-year ground lease (commencing December 1, 1998) was created, with the homeowner's association required to pay a base monthly rent that increased by the Consumer Price Index (CPI) on an annual basis.

### **DISCUSSION**

Over the past 2 years, staff have worked closely with the homeowners to get the owners back into compliance with the AHA's ground lease, including establishing payment plans for unpaid ground lease fees, paying off loans to AHA, completing minor repairs, appraisals and inspections, as well as re-establishing a Homeowner's Association (HOA) and obtaining insurance. In March 2025, all three homeowners and AHA signed an Acknowledgment and Assumption agreement drafted by our lawyers which was recorded on title to reflect the name of the new HOA.

For these issues, the HOA is now in compliance. However, three key issues remain.

First, the owners have made no provisions for reserves in the quarter-century since the units were first purchased, even though these are required in the CC&RS. There are no funds for repairs, and it appears, no significant repair or maintenance has been done on



the exterior or major systems.

Second, immediate significant repairs are needed to the staircase and balcony in the main building. Initial estimates for the repairs obtained by AHA estimated the cost to be approximately \$110,000. One owner has obtained drawings and bids but the three have not been able to come to an agreement on how to proceed. The City has been willing to advance funds to the owner of one of the units for their part of the stair/balcony repair. Staff and AHA's counsel have met with the owners several times to attempt to facilitate this conversation.

However, there is no current solution and per the ground lease, AHA can step in and make the repairs itself. Staff is looking to obtain authorization to move ahead with the stairs repair and to place a lien (a Reimbursement Assessment) on the property. This repair work would be managed by AHA's Senior Construction Manager and is expected to cost approximately \$150,000. As with all exterior repairs, there is a significant risk of additional unknown and unforeseen conditions including water intrusion. As AHA is the owner of the land, additional insurance risks exist if there are injuries on the site if the property is not kept in good repair.

The Reimbursement Assessment or lien would mean that AHA cannot force a sale of the property to collect on the lien. But, if the property is sold, then assuming there is enough value, AHA and other lenders would be paid.

Finally, staff is also seeking authorization for the Executive Director or designee to negotiate and execute the purchase of one or both of the townhomes, assuming that the owner is willing. If a sale and purchase moves ahead then AHA would use the unit as a rental unit and, as part of this, would obtain a seat on the HOA.

The properties were appraised last year in 2024. However, the sales amount is restricted in the agreement to the limited appreciation value, minus an allowance for the lack of reserves. All units are 3-bedroom units.

Unit	Appraised 2024 Value	2024 Limited Appreciation Value	Added Improvements/Adjusted for lack of reserves *	Approx. 2025 Sale Price
Unit A	\$380,000	\$319,517	(\$93,600)	\$225,917
Unit B	\$425,000	\$319,763	(\$91,800)	\$227,963

\*assumes stairs and balcony are done by owners, not AHA.

### **FISCAL IMPACT**

The cost of the stair and balcony repairs could be recouped at a future sale date. The purchase of the unit/s could be made from AHA reserves and the unit/s would then be leased out at the 80% AMI rent or payment standard if occupied by a voucher holder.



The purchase price is considerably less than AHA could purchase a 3-bedroom unit for in the market at this time. This purchase would help preserve affordability in the City of Alameda.

**CEQA**

N/A

**RECOMMENDATION**

Authorize the Executive Director or designee to negotiate and execute the purchase of one or both of the two townhomes located at 1129 Regent Street, Alameda, CA 94501-5330 Units A and B. Assessor's Parcel Numbers 70-182-75 and 70-182-74. Approve expenses of up to \$150,000 from AHA for the improvement of the property including repairs of stairs and balcony to be levied against the respective homeowners and recoupable at sale.

**ATTACHMENTS**

None

Respectfully submitted,



Vanessa Cooper, Executive Director



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To: Honorable Chair and Members of the Board of Commissioners

From: Jenny Wong, Senior Project Manager

Date: April 16, 2025

Re: Accept a Report for The Poplar (2615 Eagle Avenue) and  
Presentation from TWM Architects + Planners.

---

## **BACKGROUND**

The Housing Authority of the City of Alameda (AHA) purchased the property at 2615 Eagle Avenue in March 2022. AHA has a goal of serving 50 families with affordable housing at this development, with up to 25% supportive housing apartments if required by funding sources. The development will have a preference for Alameda Unified School District (AUSD) staff, as well as a live/work preference for Alamedans.

In December 2023, the Board agreed to enter into a \$3.4 million pre-development loan from Capital Impact Partners Bay's Future Fund (BFF) to fund the acquisition and pre-development of this site for up to four years. In February 2024, the Board approved a \$2.1 million pre-development loan from the Reserve Policy to supplement the BFF loan amount. In March 2024, the Board approved an option to ground lease with a 20-year term to Island City Development (ICD).

AHA has received redevelopment funding from the City of Alameda totaling \$4,888,053. The project is able to spend an additional \$2,000,000 on work to further the project by June 2025. In March 2024, the project was awarded \$534,565 in Equitable Community Revitalization Grant (ECRG) funds from the Department of Toxic Substances Control Office of Brownfields. The grant has a two-year term (March 2024 to March 2026). Grant funds are disbursed on a reimbursement basis and can only be used for environmental site investigation activities.

Please see previous Board Reports for project details prior to this month's update.

## **DISCUSSION**

### Funding

Staff is working with Capital Impact to modify the due dates for financial audits in the BFF Loan to align with HUD required deadlines. Additionally, the definitions in the loan



documents for permitted indebtedness and transactions with affiliates inadvertently treat AHA as a single purpose entity controlling a sole property and requires Capital Impact consent for acquiring new debt and for doing transactions with its affiliates, AAHC and ICD. The definitions will be modified to give AHA flexibility to conduct its usual business without having to request Capital Impact consent unless it is related to The Poplar project. The loan modification will be negotiated and executed by the Executive Director and brought back to the Board in May 2025 for ratification.

#### Procurement

TWM Architects + Planners (TWM, Website: <https://www.twmarchitects.com/>) was selected as the qualified and highest-ranking architect for The Poplar project through the November 2022 RFQ process. TWM is an architectural firm based in the Bay Area with project experience in the City of Alameda, affordable multifamily housing, and historically significant buildings. They are attending this meeting to introduce their firm and relevant qualifications to the Board of Commissioners. The total contract amount is \$136,230. Refer to Attachment 2 for their presentation.

Rockridge Geotechnical Inc. (Website: <https://www.rockridgegeo.com/>) was selected as the highest-ranking consultant to provide geotechnical consulting services. The geotechnical engineer evaluates soil and groundwater conditions and provides design recommendations and quality control measures to ensure the building foundation can safely support the future structure. The total contract amount is \$44,300.

AHA has active solicitations for an Abatement and Demolition Contractor and a SB35 Entitlement Consultant. Proposals are due April 11, 2025 and April 7, 2025, respectively. Solicitations for a Pre-development Contractor and a Dry Utility Consultant are anticipated to be published in April 2025.

#### Design and Entitlements

TWM has begun work on the conceptual design plans. The development programming includes site amenities and resident services programming that aim to support the future tenant's day-to-day life. A detailed program will be available in Summer 2025.

The development will not require CEQA review and is zoned for the planned use. The site will have to submit drawings for a ministerial design review process on objective design standards, and for offsite public works approvals. As an affordable housing project on an infill site, the project is seeking SB35 streamlined review. To qualify for SB35, the project must demonstrate the existing buildings are not on a historic register and the site will be cleared of hazardous waste for residential use, among other requirements. Staff anticipate multiple rounds of interdepartmental review of the plans prior to submitting the preliminary entitlements application to the City of Alameda in July 2025. The SB35 review process typically takes about three to six months.

#### Community Outreach

Staff drafted a communication plan that will guide the community outreach efforts on the project. The ECRG funding requires the project to perform community engagement,

which includes sharing regular project updates and facilitating community meetings. Project details, including project updates and timeline, will be shared via the AHA website and project newsletter. As part of the design and entitlements process, staff will host community meetings to ensure that members of the Alameda community are made aware of The Poplar redevelopment project, including the environmental cleanup and demolition activities onsite, and given the opportunity to get involved with the process and/or comment on the Development Plan for the site as it takes shape.

The proposed community meeting schedule and topics are as follows:

- Project Site and Development Process Overview – April 30th at 6pm-7pm
- Design Charette – May 17th at 10am-12pm
- Site Reuse and Resiliency – June 4th at 6pm-7pm
- Environmental Conditions and Remediation – Date TBD
- Final Development Plan Discussion – June 25th at 6pm-7pm

All meetings will be held in person. Board members and the public are encouraged to attend. The public can also sign up for notifications about The Poplar by following these instructions:

1. Go to this link: <https://www.alamedahsg.org/future-communities/>
2. Scroll down and click “Newsletter Sign Up”
3. Fill out the contact information and check the box for “The Poplar”

In addition to the topics of discussion, each meeting will include a timeline overview, a summary of the last meeting, and a status update on site work including the environmental scope.

#### Environmental

Staff continues to work with Rincon Consultants, Inc. (Rincon) under the oversight of the San Francisco Bay Regional Water Quality Control Board (SFBRWQCB) to document the low levels of environmental concerns and prepare for remediation. Staff will present the full findings along with a proposed remediation plan to the Board next month.

#### Demolition

A National Environmental Policy Act (NEPA) Part 58 environmental study, abatement of hazardous building materials, and disposition of surplus property on site will be completed prior to demolition of the existing buildings. The HUD Authority to Use Grant Funds (AUGF) is required prior to taking any choice limiting actions on the site, which includes abatement and demolition activities. The NEPA Part 58 will be submitted to HUD for review this month. Additionally, as required by the NEPA Part 58 study, a Section 106 consultation letter was submitted to the State Historic Preservation Office (SHPO) to assess the project’s impact on historic properties. Through extensive research, the NEPA consultant found no evidence that the site has historical or cultural significance, nor will the project have a potential effect on nearby existing historical

properties. This information is included in the NEPA, which once submitted and reviewed by HUD will result in an AUGF.

AHA has listed the surplus property at the site for public auction (Website: <https://www.publicsurplus.com/sms/alamedahsg.ca/list/current?orgid=18603>). Any items that do not receive any interest will be hauled and disposed of by May 2025. Prior to demolishing the existing buildings, materials containing lead, asbestos, and/or PCBs need to be properly abated and disposed of by a licensed contractor according to state and local regulations. Abatement and demolition are expected to be completed in Winter 2025.

### **FISCAL IMPACT**

Pre-development expenses at The Poplar are currently being funded by AUSD ROPS funding and the Capital Impact BFF loan. Environmental specific costs can be reimbursed through the ECRG grant. Please refer to Attachment 1 for the pre-development budget.

### **CEQA**

Not applicable.

### **RECOMMENDATION**

Accept a Report for The Poplar (2615 Eagle Avenue) and Presentation from TWM Architects + Planners.

### **ATTACHMENTS**

1. Att1\_The Poplar Predevelopment Budget
2. Att2\_The Poplar TWM Architects Presentation 2025
3. 2615 Eagle Ave - Celebration Poster

Respectfully submitted,



Jenny Wong, Senior Project Manager

**The Poplar – Predevelopment Budget**  
**Update as of March 31, 2025**

<b>Uses</b>	<b>Budget</b>	<b>Obligated</b>	<b>Spent to Date</b>
Acquisition	\$2,500,000	\$2,500,000	\$2,500,000
Demolition & Carrying Costs	\$600,000	\$69,231	\$69,231
Design Consultants	\$800,000	\$265,530	\$0
Entitlements & Permitting	\$175,000	\$0	\$0
LIHTC and Financing Fees	\$206,000	\$0	\$0
Predevelopment Financing Fees	\$375,261	\$375,261	\$375,261
Environmental Costs	\$500,000	\$294,754	\$114,932
Other Soft Costs & Contingency	\$280,739	\$175,278	\$132,769
<b>Total</b>	<b>\$5,437,000</b>	<b>\$3,680,054</b>	<b>\$3,192,193</b>

	<b>AUSD ROPS</b>	<b>Capital Impact BFF</b>	<b>ECRG</b>
Total Budget	\$4,888,053	\$3,337,000	\$534,565
Amount Drawn through March 31, 2025	\$3,721,518	\$2,645,457*	\$157,147
Remaining Loan Available	\$1,166,535**	\$691,543	\$377,418

*\*Amount of Capital Impact BFF funding that has been drawn down, including an interest reserve of \$266,960. The funds minus interest are being held in LAIF for potential use.*

*\*\*Amount required to be spent by June 30, 2025. AUSD ROPS is available on a reimbursement basis.*







**TWM Architects + Planners**  
1011 C Street  
San Rafael, CA 94901

**Formed in 1977**  
**Incorporated in 1979**

**30 ground up affordable housing  
communities completed**  
**providing over 3,300 residences**

**21 affordable communities**  
**rehabilitated with over 1,800**  
**residences**

## **Clients Include**

**Abode Housing**  
**BRIDGE Housing**

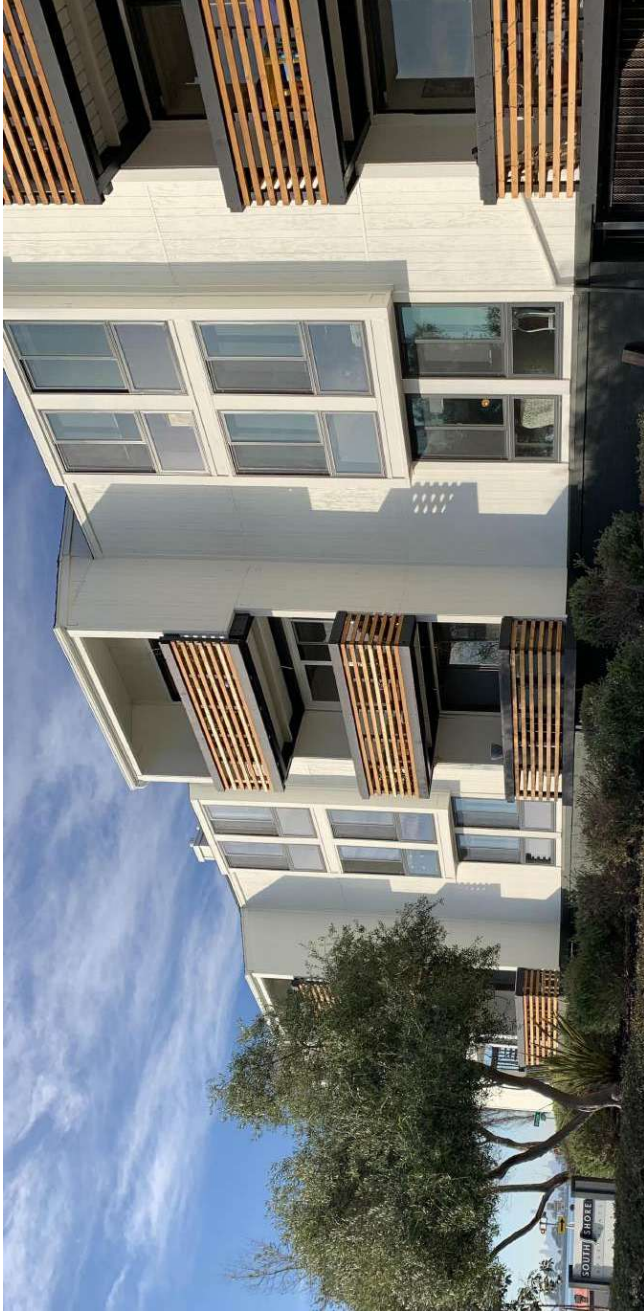
**Burbank Housing**  
**Citizens Housing**  
**EAH Housing**  
**Eden Housing**  
**County of Santa Clara Housing**  
**Authority**

**Mercy Housing of California**  
**MidPen Housing**

**PEP Housing**  
**Satellite Affordable Housing**

**Associates**  
**South County Housing**





## CITY OF ALAMEDA REVIEWS & APPROVALS

### PLANNING DEPARTMENT

Pre-Application - Building Exteriors  
Design Review - Building Exteriors  
Design Review - Site Amenities  
Design Review - Retail Building

### BUILDING DEPARTMENT

Building Permit - Building Exteriors  
Demolition Permit - Restaurant Building  
Building Permit - Site Amenities  
Building Permit - Clubhouse Renovation  
Building Permit - Operations Center Renovation  
Building Permit - Office Building  
Building Permit - Fitness Center  
Multiple Building Permits (ongoing) - Units

## SOUTH SHORE APARTMENTS RENOVATION

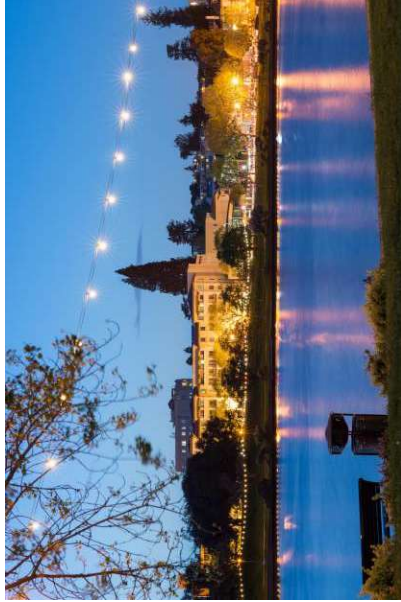
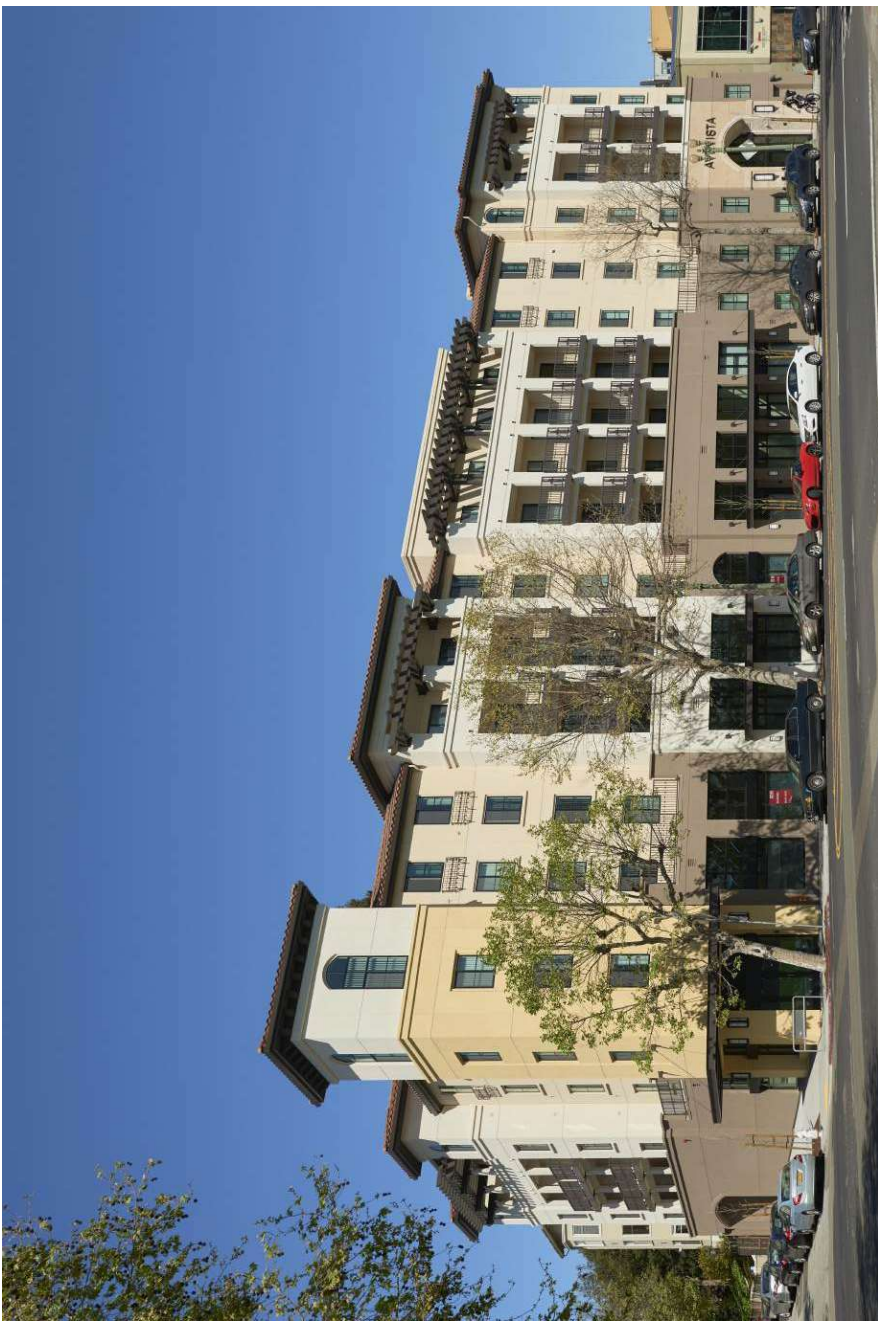
MAXIMUS REAL ESTATE  
PARTNERS

450 UNITS + AMENITIES

ALAMEDA, CA







AveVista is located on a prominent Grand Avenue site in Oakland's historic Adams Point neighborhood. The design is inspired by many of the neighborhood's prewar historic buildings, including the historic pergola at the north end of Lake Merritt.



Lake Merritt Pergola

AVÉ VISTA  
BRIDGE HOUSING  
AFFORDABLE FAMILY  
APARTMENTS  
68 UNITS  
OAKLAND, CA







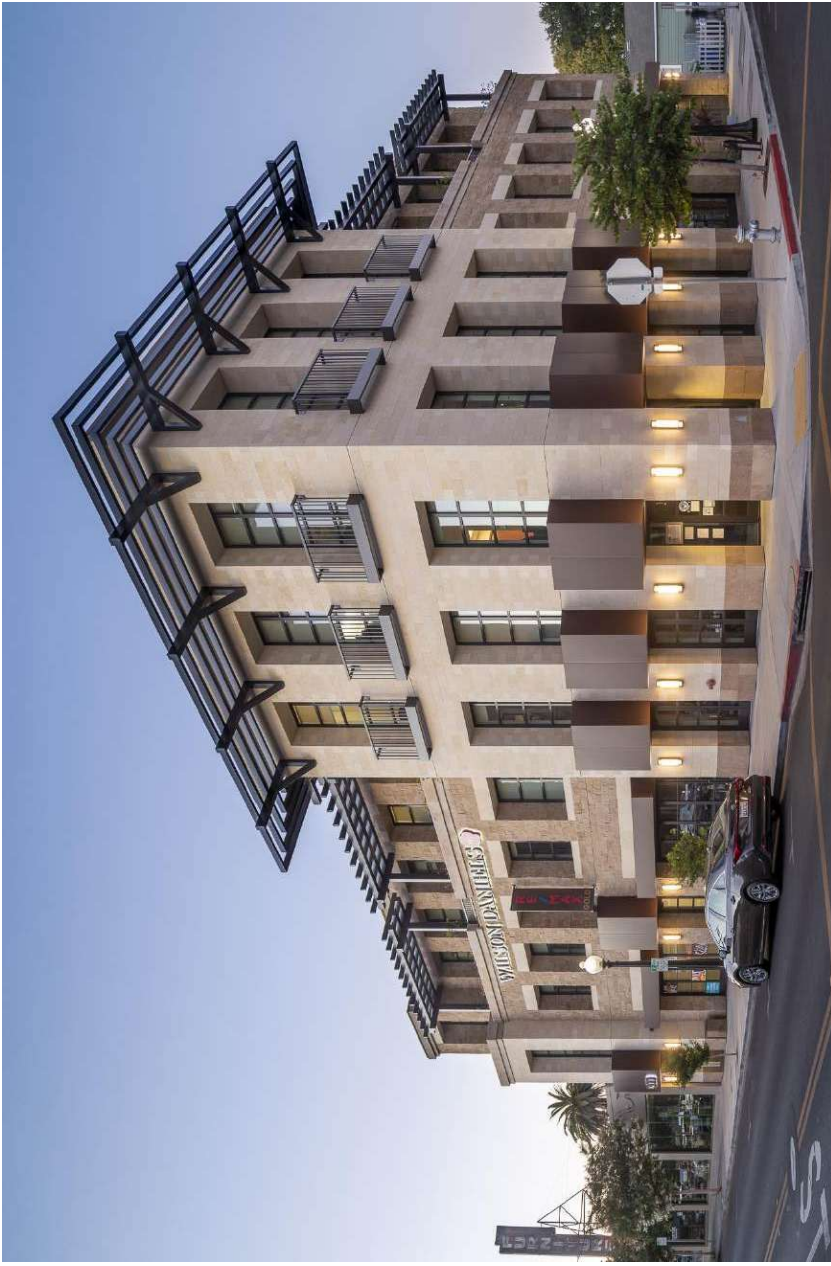
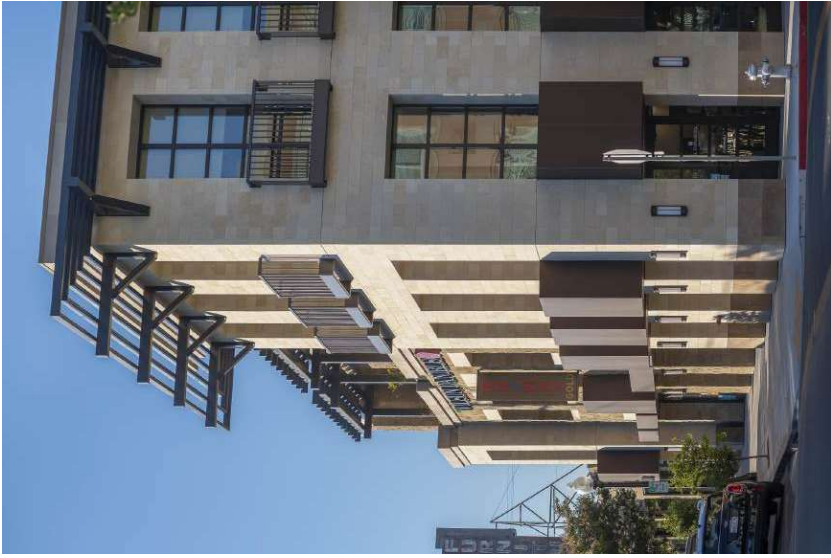
The Coronet is located on the site of the old Coronet Theater on Geary Boulevard in San Francisco. The building's Mediterranean take its inspiration from many of the Inner Richmond neighborhood's Mediterranean buildings and at nearby University of San Francisco.



University of San Francisco

**THE CORONET**  
 BRIDGE HOUSING  
 INSTITUTE ON AGING  
 AFFORDABLE SENIOR  
 APARTMENTS  
 150 UNITS  
 SAN FRANCISCO, CA





1300 Main is located in historic downtown Napa, CA. The building design is inspired the city's historic masonry buildings, including the Vintners Collective.



Vintners Collective

## 1300 MAIN

THE WISEMAN COMPANY  
MIXED USE COMMERCIAL  
BUILDING  
NAPA, CA





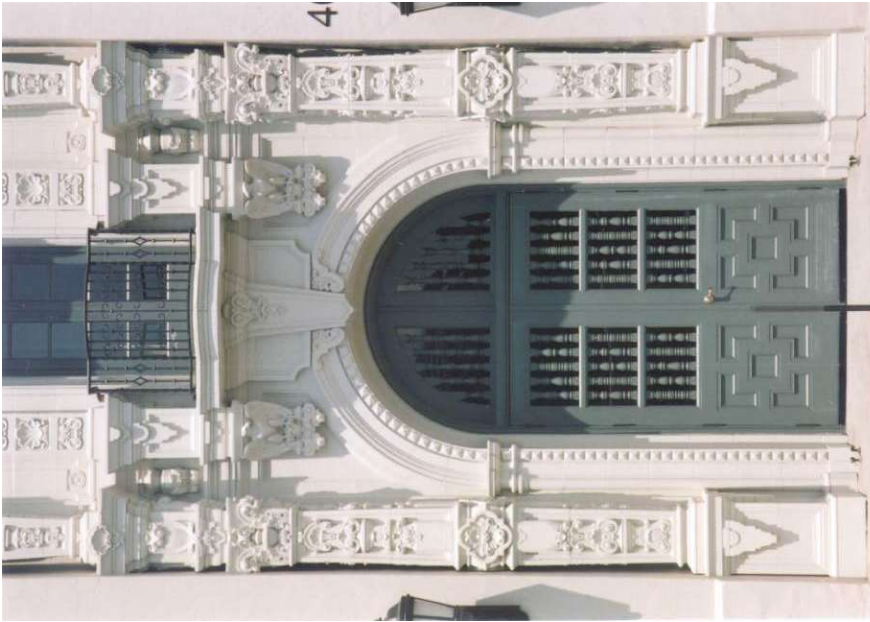


## MEADOWLANDS

DOMINICAN UNIVERSITY  
HISTORIC REHABILITATION  
ACADEMIC BUILDING  
SAN RAFAEL, CA







10. Entry Portal

The Villas at Hamilton, Novato, California



## VILLAS AT HAMILTON

RHC COMMUNITIES

HISTORIC REHABILITATION  
SENIOR APARTMENTS  
128 UNITS

NOVATO, CA







DOMINICAN  
CONVENT

DOMINICAN SISTERS OF  
SAN RAFAEL

SPECIALIZED RESIDENTIAL  
27 UNITS

SAN RAFAEL, CA





## LA LOMA

EAH HOUSING

NEW CONSTRUCTION  
AFFORDABLE SENIOR  
APARTMENTS  
67 UNITS

RODEO, CA





## LYNCH CREEK

PEP HOUSING

NEW CONSTRUCTION  
AFFORDABLE MIXED USE  
SENIOR APARTMENTS  
103 UNITS

PETALUMA, CA

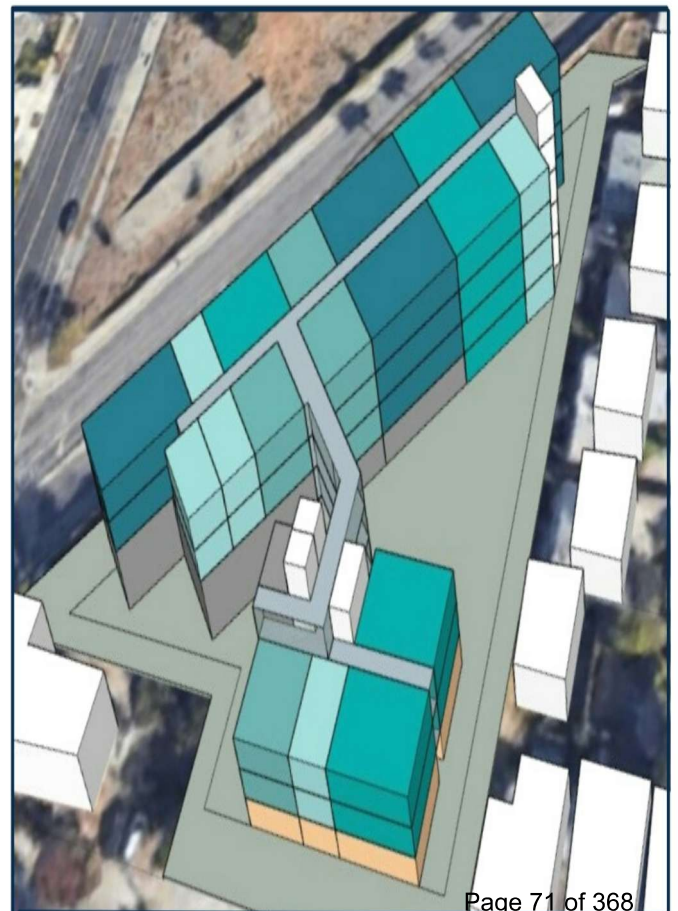
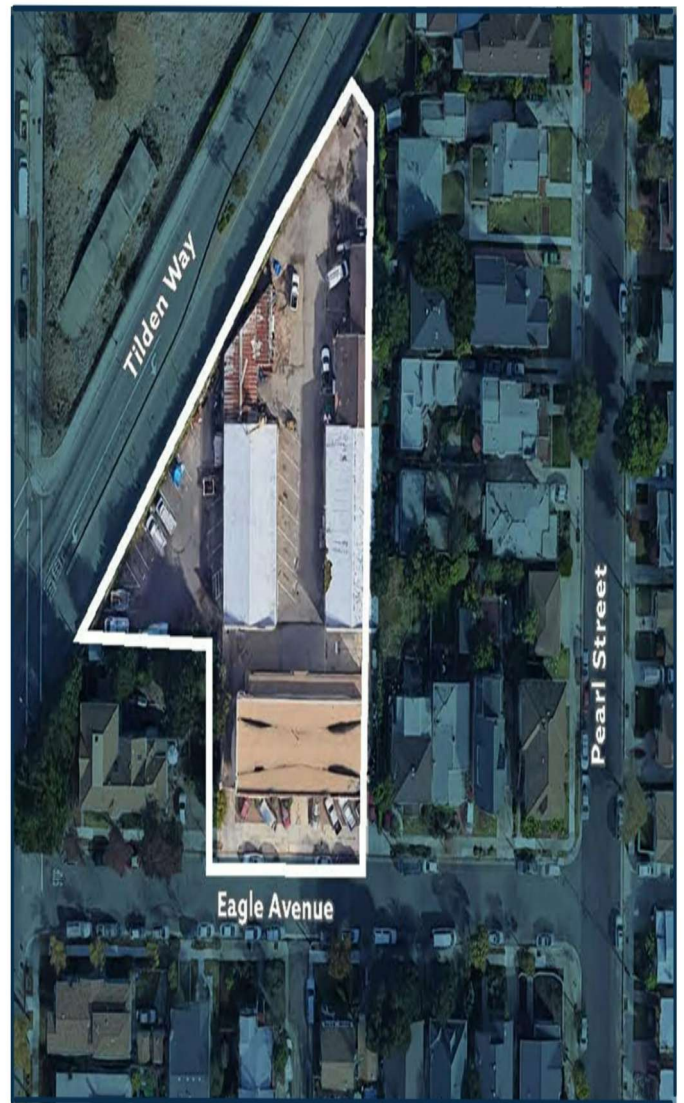


## NEIGHBORING PROPERTIES









2615 EAGLE AVE, ALAMEDA  
CA 94501



Housing Authority  
of the  
City of Alameda

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

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701 Atlantic Avenue • Alameda, California 94501-2161

---

To: Honorable Chair and Members of the Board of Commissioners

From: Joshua Altieri, Community Relations Manager

Date: April 16, 2025

Re: Accept a presentation of the 2024 Social Services Report.

---

### **BACKGROUND**

The Housing Authority of the City of Alameda (AHA) partners with a variety of social service agencies and community organizations to provide AHA residents and AHA housing program participants with direct access to critical services and resources. From infants to seniors, there are programs and partnerships that AHA residents and housing program participants can leverage to enhance their quality of life. Critical services like financial assistance and medical services, as well as social and recreational programming are available at AHA properties.

### **DISCUSSION**

This presentation highlights how AHA's community partners interact daily and serve AHA residents and AHA housing program participants. The information in this presentation was provided by each of AHA's community partners and represents the scope and volume of services offered to AHA's tenants and housing program participants.

### **FISCAL IMPACT**

No fiscal impact.

### **CEQA**

Not applicable.

### **RECOMMENDATION**

Accept the 2024 Social Services Report.

### **ATTACHMENTS**

1. 2024 Social Services Presentation

Respectfully submitted,





*Joshua Altieri*

Joshua Altieri, Community Relations Manager

# 2024 Social Services Report



Housing Authority  
— of the —  
City of Alameda



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— of the —  
City of Alameda

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Housing Authority  
— of the —  
City of Alameda

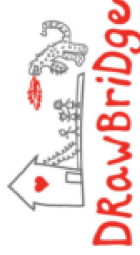
Page 17 of 36

# AHA's Impact beyond Housing

AHA partners with all types of social service agencies and community organizations to provide AHA residents and AHA housing program participants direct access to critical services and resources. From infants to seniors, there are programs and partnerships that AHA residents and housing program participants can leverage to enhance their quality of life. Not just the critical services like financial assistance and medical services, but social and recreational programming are also available.

This presentation highlights how AHA's community partners interact and serve AHA residents and AHA housing program participants. The information in this presentation was provided by each of AHA's community partners and represents the scope and volume of services offered to AHA's tenants and housing program participants.

# Community Partnerships



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# Alameda Food Bank

- 48 Total Food Bank distribution events
- 70 unique AHA households served
- 27,292 meals distributed





# LifeSteps (Overview)

AHA's onsite social services partner, LifeSteps is an invaluable partner with onsite staff interacting daily with residents at all AHA-owned properties. LifeSteps staff enhances the quality of life by connecting AHA residents to critical services, conducting on-site events, and by providing **case management services**.

Case Management Types	Individualized Meetings	Unduplicated Residents	Hours of Service
Client Assistance	221	128	188.75
Education	63	552	38.50
Health and Wellness	1,191	287	498.25
Services	14	13	11.50



# LifeSteps Senior Programming

**Kaiser Permanente:** LifeSTEPS partnered with Kaiser Permanente to conduct a Medicare and Medi-Cal presentation. Over 25 residents received tools and resources to benefit from the Dual Advantage Plan.

**Emergency Preparedness Class:** LifeSTEPS partnered with the Alameda Housing Authority intern to provide an emergency preparedness class and bingo activity on preparing for emergencies while effectively aging in their homes.

**Flu Shot and COVID-19 Shot Clinic:** LifeSTEPS partnered with Wellness Springs Pharmacy to conduct a Flu Shot and COVID-19 booster clinic. Over 30 residents across all properties received services.



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# LifeSteps Impact

**Rosefield Village Resident Highlight:** Trevor J. (Director of Social Services) provided outstanding case management to assist two residents in updating their resumes and conducting mock interviews. Both residents were recently promoted to manager positions at Grocery Outlet and BART.

**“Trevor has provided invaluable support during the most challenging period of my life and has been available as a compassionate listener. Thank you, Trevor, for everything. I am grateful for his support and guidance.”**



# After-school programming

Total of **73 AHA youth** enrolled into an Alameda Boys and Girls Club (ABGC) membership as of December 2024. Membership grew by 70% since August 2024 when only 42 AHA youth were enrolled. The boost in enrollment was due to an extensive outreach campaign, plus tabling events at AHA family properties conducted by ABGC staff during Oct/Nov 2024.



**BOYS & GIRLS CLUB**  
**OF ALAMEDA**



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# More Afterschool programming

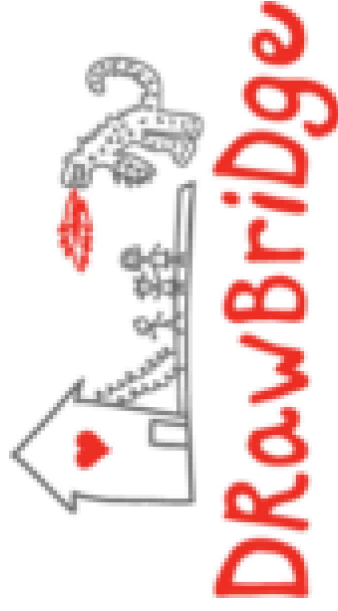
In 2024, a total of **164 AHA youth** participated at mobile recreation sessions conducted by City of Alameda Recreation and Parks Department (ARPD). Since 2022, ARPD has been providing free, bi-weekly afterschool recreational programming (on Wednesdays) for AHA youth at Esperanza Apartments via ARPD's mobile recreational unit.





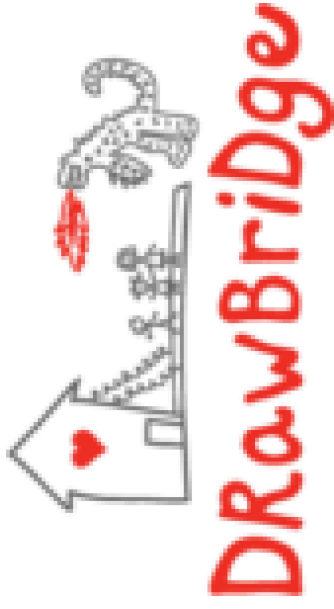
# Even More Afterschool programming

Total of **162 AHA youth** participated at arts and crafts sessions hosted by Drawbridge.  
AHA contracts with Drawbridge to provide free bi-weekly art/crafts sessions at Esperanza Apartments on a biweekly basis.



# "Safe Space"

The effect of the Drawbridge and ARPD programs is that AHA youth can enjoy a "Safe Space" every Wednesday at AHA's largest family property (Esperanza Apartments). Not to mention, attendees enjoy free snacks and drinks provided by the Alameda Food Bank.





# Sporting Events

**25 Free Oakland Roots tickets**  
distributed to AHA tenants  
and program participants



**150 Free Oakland A's tickets**  
distributed to AHA tenants  
and program participants



# AMP Partnership

In partnership with Alameda Municipal Power (AMP), the Housing Authority of the City of Alameda was able to deliver a 25% discount on monthly electric bills through AMP's Energy Assistance Program (EAP) to **242 AHA households**. This financial benefit will have no term limit.



**ALAMEDA  
MUNICIPAL POWER**

*A Department of the City of Alameda*

# City of Alameda Partnership

AHA tenants at Independence Plaza, Anne B. Diamant, Esperanza Apartments, and Littlejohn Commons have benefitted from visits by City of Alameda Zero Waste program staff. During these site visits tenants received recycle tote bags, compost bins, and educational materials. The program continues in 2025 to other properties in AHA's portfolio.





# City of Alameda Partnership

In May 2024, the Housing Authority, in coordination and partnership with the City of Alameda Sustainability Department, Esperanza Apartments was included in the City of Alameda's 2024 CalFire grant application to obtain funds to plant trees in and around the Esperanza Apartments property. Funding would enable AHA to add scenery, shade, and reduce carbon emissions. Targeted implementation is late 2025/ early 2026.



[www.alamedahsg.org](http://www.alamedahsg.org)





# Legacy Program



AHA's long standing partnership with the Alameda Firefighters Toy Program brings many smiles to AHA tenants and AHA housing program participants each holiday season.

In 2024, AHA staff assisted the City of Alameda Firefighter Toy program to develop an online form for families to apply. Over 601 City of Alameda families applied, 263 of those families were from AHA. An 18% increase in AHA family participation in comparison to 2023.



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# Bridging the Digital Divide

AHA provides residents at Littlejohn Commons, Anne B. Diamant, Independence Plaza, Esperanza Apartments, and Rosefield Village the opportunity to check out an Android tablet and/or use the free Wi-Fi in the Community Room.



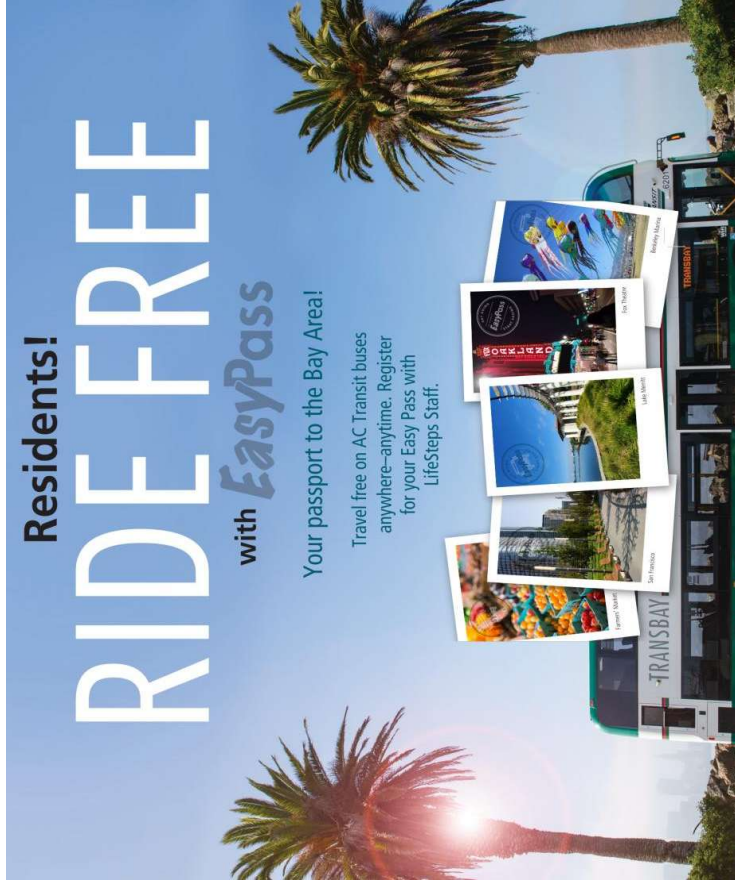


# Transportation Program

AHA's partnership with AC Transit provides an EasyPass to residents at Anne B. Diamant, Rosefield Village, Everett Commons, and Lincoln Willow.

In September 2024, 44 AHA residents participated in the program. But after an extensive outreach effort in Oct/Nov 2024 in partnership with LifeSteps staff, **69 AHA residents** enrolled into the EasyPass program.

EasyPass is a bus pass program which provides unlimited AC Transit bus passes on Clipper cards to residents providing free access to all AC Transit local and Transbay lines.



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# Bicycle Donations & Support



In 2024, Bike Mobile visited AHA properties to fix up and repair bicycles for free.



In 2024, ABGC donated bike helmets and bicycles.



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# Senior Focus

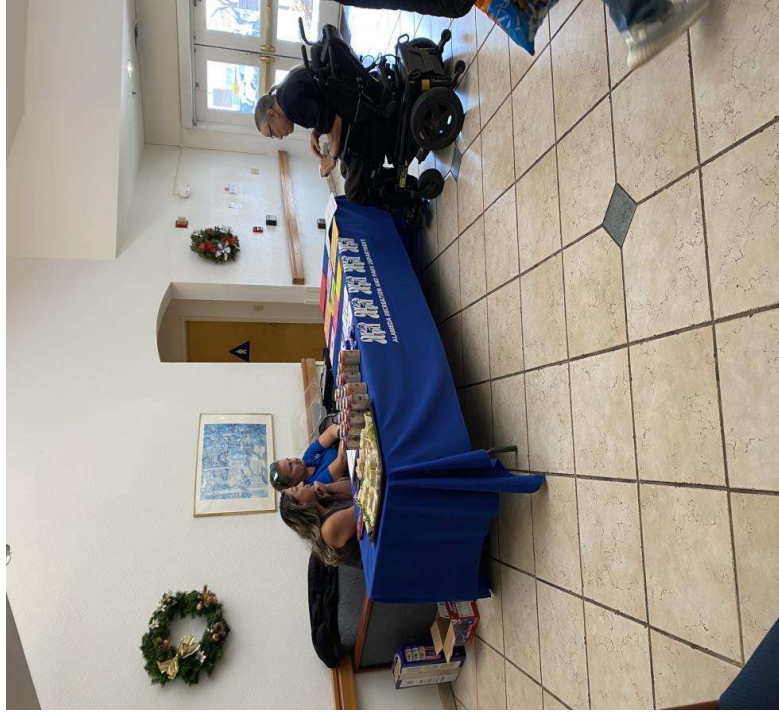


LifeSteps and AHA staff conduct recreational programs to educate seniors about Emergency Preparedness.



Alameda County staff visits AHA properties to educate residents about Advance Care planning.

# Senior Focus



Mastick Senior Center provides a variety of programs and services in the areas of health, education, and recreation to meet the needs of adults aged 50 and older. Mastick staff visits AHA senior properties (IP and ABD) on quarterly basis to educate AHA residents about all Mastick Senior Center offerings.





# Civic Duty



Independence Plaza hosted a Voting Center for the November 2024 elections.

# National Night Out



National Night Out at Esperanza



National Night Out at Esperanza



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# Property Service Event



Rica Vista in October 2024



Rica Vista in October 2024

# Townhall Meetings

AHA staff conducted Townhall Meetings in October and November to share important updates related to property management and to engage directly with residents about any issues.





# Kits for Emergency Housing Voucher Holders

AHA staff conducted outreach to Emergency Housing Voucher holders to coordinate delivery of home care kits which include cleaning items, toiletries, cookware, flatware, and other useful kitchen and bathroom items.



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# Wait List Application Centers

AHA opened the housing wait list in December 2024 and to provide applicants equitable access to computers and housing application support AHA partnered with these community agencies.



**BOYS & GIRLS CLUB  
OF ALAMEDA**



Making Connections • Staying Active • Living Well



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# Thank you and Any Questions?



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

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701 Atlantic Avenue • Alameda, California 94501-2161

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To: Honorable Chair and Members of the Board of Commissioners

From: Sarah Raskin, Housing Development Specialist

Date: April 16, 2025

Re: Approve a Resolution to Quitclaim an Access Easement at PanAm Way.

---

### **BACKGROUND**

On March 13, 2014, the Board adopted Resolution No.882 Authorizing the Approval of a Settlement Agreement among the City of Alameda (the City), the Housing Authority of the City of Alameda (AHA), and the Alameda Unified School District (AUSD). The Settlement Agreement related to real and personal property exchanges at Alameda Point and the Encinal Terminals Area for AUSD funding and funding for affordable housing development by AHA. The Resolution also authorized the Executive Director to accept conveyance of 20 acres of property at Alameda Point from the City, and to enter into an agreement to exchange the Alameda Point property conveyed by the City.

The Settlement Agreement is related to two prior existing agreements - one from March 2000 and the other from November 1991. The first agreement, the Mastick Agreement, was between the City and AUSD. The second agreement, the Pass-Through Agreement, was between the City and AHA, together as successors to the Community Improvement Commission (CIC) of the City of Alameda ("Redevelopment Agency"), which was dissolved in February 2012. The Pass-Through Agreement addressed the allocation of redevelopment tax increment revenues between the former Redevelopment Agency and AUSD and created a special District Housing Fund which was to be used by AUSD to increase the supply of Alameda's affordable housing. However, AUSD did not obligate any of these funds, approximately \$4.6 million that was held in trust for AUSD, prior to the dissolution of the Redevelopment Agency. These funds were designated as Housing Asset Funds.

The Settlement Agreement permitted the City to convey an approximate 20-acre parcel at Alameda Point to AHA. Immediately thereafter, AHA reconveyed the parcel to AUSD, pursuant to an Exchange and Purchase Sale Agreement between AHA and AUSD. The Exchange and Purchase Sale Agreement authorized the Executive Director to enter into an agreement to exchange, and to exchange with AUSD, the Alameda Point property conveyed by the City and \$1.2 million for the former Island High School site (Everett





Commons, located at 2437 Eagle Avenue). AUSD assigned its rights to AHA and released all claims to the approximately \$4.6 million in Housing Asset Funds.

As part of the Settlement Agreement, the City released real property to AHA through a Quitclaim Deed with Reservation of Easements and Covenants, Restrictions and Conditions on September 18, 2014. The easement area is located between Main Street and Pan Am Way in the City of Alameda.

### **DISCUSSION**

The City is collaborating with MidPen on a final map for the West Midway/RESHAP development at Alameda Point. The project is bound by the streets of Tower/Main/WestMidway/Pan Am. With recordation of the final map, various parcels would be transferred to MidPen for their project. The easement area that was designated to AHA by the City through the aforementioned Quitclaim Deed is located within the future MidPen parcel.

On February 5, 2025, the City requested that AHA quitclaim the existing easement to remove the encumbrance on the land, which would allow the City to transfer the parcel to MidPen.

The issue has been reviewed by Counsel and they have determined that since AHA no longer owns the property, this access easement may be transferred. Counsel has prepared a resolution and quitclaim deed which are attached in draft form. The resolution provides for the Executive Director to make minor adjustments subject to Counsel approval.

### **FISCAL IMPACT**

None. Legal fees will be covered by the City of Alameda.

### **CEQA**

N/A

### **RECOMMENDATION**

Approve a Resolution to Quitclaim an Access Easement at PanAm Way.

### **ATTACHMENTS**

1. DRAFT Resolution to Execute Quitclaim Easement on Pan Am Way
2. DRAFT Quitclaim Deed
3. Resolution No. 882 - Settlement Agreement AHA and AUSD

Respectfully submitted,



Sarah Raskin, Housing Development Specialist



HOUSING AUTHORITY OF THE CITY OF ALAMEDA

Resolution No. \_\_\_\_\_

**RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE  
HOUSING AUTHORITY AUTHORIZE THE EXECUTIVE  
DIRECTOR TO EXECUTE A QUITCLAIM DEED TO THE CITY OF  
ALAMEDA FOR EASEMENT AT REAL PROPERTY WHICH IT  
NO LONGER OWNS BY THE HOUSING AUTHORITY**

**WHEREAS**, on October 8, 2014, the Housing Authority of the City of Alameda ("**Housing Authority**") accepted fee title to approximately 20 acres of real property at Alameda Point along Pan Am Way ("**Property**") from the City of Alameda ("**City**") together with an appurtenant access easement ("**Easement**") pursuant to that certain Quitclaim Deed with Reservation of Easements and Covenants, Restrictions and Conditions executed on September 18, 2014 and recorded in the official records of Alameda County ("**Official Records**") on October 8, 2014 as Instrument No. 2014245280; and

**WHEREAS**, on October 8, 2014, the Housing Authority transferred fee title of the Property to the Alameda Unified School District ("**District**") pursuant to that certain Quitclaim Deed executed on September 25, 2014 and recorded in the Official Records on October 8, 2014 as Instrument No. 2014245281 ("**District Deed**"); and

**WHEREAS**, the Housing Authority no longer owns the Property and as the Easement was appurtenant to the Property and, therefore, transferred to the District pursuant to the District Deed, the Housing Authority has no rights to or interest in, the Easement; and

**WHEREAS**, the City is collaborating with MidPen on a final map for the West Midway/RESHAP development at Alameda Point and the Easement is no longer needed, and is in conflict with future plans for the site, and the City has requested the Housing Authority to execute a quitclaim deed with respect to the Easement; and

**WHEREAS**, as the District has no interest in the Property nor the Easement and as a quitclaim deed does not include any warranties as to title which would create any liability for the District, the Housing Authority is willing to execute a quitclaim deed with respect to the Easement to the City in the form attached as Exhibit A and deliver same to the City for recordation ("**Quitclaim Deed**";

**NOW, THEREFORE, THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF ALAMEDA DOES HEREBY RESOLVE:**

**Section 1.** The recitals set forth above are incorporated herein as if set forth in full.

**Section 2.** The Housing Authority has no interest in the Property nor the Easement.

**Section 3.** The City of Alameda ("**City**") has requested the Housing Authority execute and acknowledge a quitclaim deed with respect to the Easement.

**Section 4.** The Executive Director or designee is hereby authorized and directed to proceed execute the Quitclaim Deed subject to any minor conforming, technical or clarifying changes approved by the Executive Director and Housing Authority legal counsel and to deliver same to the City for recordation. The Executive Director and President of the Housing Authority are hereby further authorized and directed to take such further actions and execute and record such documents as are necessary to execute the Quitclaim Deed from the City of Alameda.

PASSED, APPROVED AND ADOPTED this \_\_\_\_ day of April, 2025.

ATTEST:

---

Vanessa M. Cooper  
Executive Director/Secretary

---

Carly Grob, President  
Board of Commissioners



DRAFT

**Adopted:**

\_\_\_\_\_, 2025

**RECORDING REQUESTED BY AND  
WHEN RECORDED RETURN TO:**

City of Alameda  
2263 Santa Clara Avenue  
Alameda, CA 94501  
Attn: City Engineer

APN: \_\_\_\_\_

The undersigned grantor declares:  
Documentary Transfer tax is -0- as conveyance is  
exempt pursuant to Rev & Tax Code §11922.

(Space Above for Recorder's Use Only)

Exempt from recording fees per Govt Code 27282 & 6103

**QUITCLAIM DEED**

FOR VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, the HOUSING AUTHORITY OF THE CITY OF ALAMEDA, a public body, corporate and politic ("**Grantor**") does hereby remise, release and forever quitclaim to the CITY OF ALAMEDA, a California municipal corporation ("**Grantee**"), all of Grantor's claim, rights, title, and interests, that Grantor has or may have, whatsoever in and to those certain easements in the real property located in the City of Alameda, County of Alameda, State of California as such easements are described in Exhibit A and depicted in Exhibit B, which are attached hereto and incorporated herein by this reference ("**Real Property**"). As of the date of this Quitclaim Deed, Grantor does not own the benefited property defined in the easement documents referenced in Exhibit A.

Dated: \_\_\_\_\_, 2025

**GRANTOR:**

HOUSING AUTHORITY OF THE CITY OF  
ALAMEDA, a public body, corporate and  
politic

By: \_\_\_\_\_  
Carly Grob, President

**ATTEST:**

\_\_\_\_\_  
Vanessa Cooper, Executive Director

APPROVED AS TO FORM:  
ALESHIRE & WYNDER, LLP

By: \_\_\_\_\_  
Adrian Guerra,  
Housing Authority Counsel

DRAFT

**CERTIFICATE OF ACCEPTANCE**

This is to certify that the interest in real property conveyed by the Quitclaim Deed dated \_\_\_\_\_, 2025 from the HOUSING AUTHORITY OF THE CITY OF ALAMEDA, a public body, corporate and politic to the CITY OF ALAMEDA, a municipal corporation ("**City**") is hereby accepted by the undersigned officer and agent of the City and that the City consents to the recording of the Quitclaim Deed in the official records of Alameda County, California.

Dated: \_\_\_\_\_, 2025

**CITY:**

CITY OF ALAMEDA, a municipal  
corporation

By: \_\_\_\_\_  
Jennifer Ott, City Manager

**EXHIBIT A TO QUITCLAIM DEED**  
**LEGAL DESCRIPTION OF PROPERTY**

FEBRUARY 19, 2025  
JOB NO.: 1087-010

LEGAL DESCRIPTION  
PORTION OF ACCESS EASEMENT TO BE QUITCLAIMED  
PER DN 2014-245280 AND 2014-245281  
ALAMEDA POINT  
ALAMEDA, CALIFORNIA

REAL PROPERTY, SITUATE IN THE INCORPORATED TERRITORY OF THE CITY OF ALAMEDA, COUNTY OF ALAMEDA, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS:

BEING A PORTION OF THAT CERTAIN ACCESS EASEMENT DESCRIBED IN THAT CERTAIN QUITCLAIM DEED TO THE HOUSING AUTHORITY OF THE CITY OF ALAMEDA RECORDED OCTOBER 8, 2014, IN DOCUMENT NUMBER 2014-245280 OF OFFICIAL RECORDS, IN THE OFFICE OF THE COUNTY RECORDER OF ALAMEDA COUNTY, AND A PORTION OF THAT CERTAIN ACCESS EASEMENT DESCRIBED IN THAT CERTAIN QUITCLAIM DEED TO THE ALAMEDA UNIFIED SCHOOL DISTRICT RECORDED OCTOBER 8, 2014, IN DOCUMENT NUMBER 2014-245281 OF OFFICIAL RECORDS IN SAID OFFICE OF THE COUNTY RECORDER OF ALAMEDA COUNTY, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEASTERN CORNER OF SAID EASEMENT (BOTH 2014-245280 AND 2014-245281), SAID CORNER BEING A POINT OF THE WESTERN LINE OF MAIN STREET (WIDTH VARIES);

THENCE, FROM SAID POINT OF BEGINNING, ALONG THE SOUTHERN AND WESTERN LINES OF SAID EASEMENTS, THE FOLLOWING SEVEN (7) COURSES:

- 1) NORTH 47°37'35" WEST 60.11 FEET,
- 2) ALONG THE ARC OF A TANGENT 30.00 FOOT RADIUS CURVE TO THE LEFT, THROUGH A CENTRAL ANGLE OF 37°35'07", AN ARC DISTANCE OF 19.68 FEET,
- 3) NORTH 85°12'42" WEST 1,585.90 FEET,
- 4) NORTH 04°47'18" EAST 7.47 FEET,
- 5) ALONG THE ARC OF A TANGENT 100.00 FOOT RADIUS CURVE TO THE LEFT, THROUGH A CENTRAL ANGLE OF 61°20'14", AN ARC DISTANCE OF 107.05 FEET,
- 6) ALONG THE ARC OF A COMPOUND 295.50 FOOT RADIUS CURVE TO THE LEFT, FROM WHICH THE CENTER OF SAID CURVE BEARS SOUTH 33°27'04" WEST, THROUGH A CENTRAL ANGLE OF 28°39'46", AN ARC DISTANCE OF 147.83 FEET,
- 7) NORTH 85°12'42" WEST 1,268.31 FEET, AND
- 8) NORTH 04°47'18" EAST 64.50 FEET;

THENCE, LEAVING SAID WESTERN LINE, SOUTH 85°12'42" EAST 32.71 FEET TO A POINT ON THE BOUNDARY LINE OF SAID EASEMENTS;



LEGAL DESCRIPTION  
PAGE 2 OF 3

FEBRUARY 19, 2025  
JOB NO.: 1087-022

THENCE, ALONG SAID BOUNDARY LINE, THE FOLLOWING THREE (3) COURSES:

- 1) ALONG THE ARC OF A NON-TANGENT 40.00 FOOT RADIUS CURVE TO THE LEFT, FROM WHICH THE CENTER OF SAID CURVE BEARS NORTH 83°58'53" EAST, THROUGH A CENTRAL ANGLE OF 79°11'35", AN ARC DISTANCE OF 55.29 FEET,
- 2) SOUTH 85°12'42" EAST 288.07 FEET, AND
- 3) ALONG THE ARC OF A TANGENT 40.00 FOOT RADIUS CURVE TO THE LEFT, THROUGH A CENTRAL ANGLE OF 46°34'03", AN ARC DISTANCE OF 32.51 FEET;

THENCE, LEAVING SAID BOUNDARY LINE, SOUTH 85°12'42" EAST 55.95 FEET;

THENCE, NORTH 04°47'18" EAST 3.00 FEET TO A POINT ON SAID BOUNDARY LINE, SAID POINT BEING THE SOUTHWESTERN CORNER OF PARCEL TWO, AS SAID PARCEL TWO IS DESCRIBED IN SAID DEEDS (BOTH 2014-245280 AND 2014-245281);

THENCE, ALONG SAID BOUNDARY LINE, THE FOLLOWING TWO (2) COURSES:

- 1) SOUTH 85°12'17" EAST 697.22 FEET, AND
- 2) ALONG THE ARC OF A NON-TANGENT 20.00 FOOT RADIUS CURVE TO THE LEFT, FROM WHICH THE CENTER OF SAID CURVE BEARS NORTH 04°32'55" EAST, THROUGH A CENTRAL ANGLE OF 89°44'58", AN ARC DISTANCE OF 31.33 FEET;

THENCE, LEAVING SAID BOUNDARY LINE, SOUTH 85°12'42" EAST 60.50 FEET TO A POINT ON SAID BOUNDARY LINE OF SAID EASEMENT;

THENCE, ALONG SAID BOUNDARY LINE, THE FOLLOWING TEN (10) COURSES:

- 1) SOUTH 04°47'18" WEST 4.91 FEET,
- 2) ALONG THE ARC OF A TANGENT 30.00 FOOT RADIUS CURVE TO THE LEFT, THROUGH A CENTRAL ANGLE OF 90°00'00", AN ARC DISTANCE OF 47.12 FEET,
- 3) SOUTH 85°12'42" EAST 15.60 FEET,
- 4) ALONG THE ARC OF A TANGENT 328.00 FOOT RADIUS CURVE TO THE RIGHT, THROUGH A CENTRAL ANGLE OF 41°52'58", AN ARC DISTANCE OF 239.77 FEET,
- 5) SOUTH 43°19'44" EAST 31.90 FEET,

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LEGAL DESCRIPTION  
PAGE 3 OF 3

FEBRUARY 19, 2025  
JOB NO.: 1087-022

- 6) ALONG THE ARC OF A TANGENT 105.00 FOOT RADIUS CURVE TO THE LEFT, THROUGH A CENTRAL ANGLE OF  $41^{\circ}52'58''$ , AN ARC DISTANCE OF 76.75 FEET,
- 7) SOUTH  $85^{\circ}12'42''$  EAST 1,467.62 FEET,
- 8) ALONG THE ARC OF A TANGENT 15.00 FOOT RADIUS CURVE TO THE LEFT, THROUGH A CENTRAL ANGLE OF  $74^{\circ}32'02''$ , AN ARC DISTANCE OF 19.51 FEET,
- 9) SOUTH  $85^{\circ}12'42''$  EAST 44.35 FEET, AND
- 10) SOUTH  $00^{\circ}33'45''$  WEST 86.12 FEET TO SAID POINT OF BEGINNING.

CONTAINING 2.78 ACRES OF LAND, MORE OR LESS.

ATTACHED HERETO IS A PLAT TO ACCOMPANY LEGAL DESCRIPTION, AND BY THIS REFERENCE MADE A PART HEREOF.

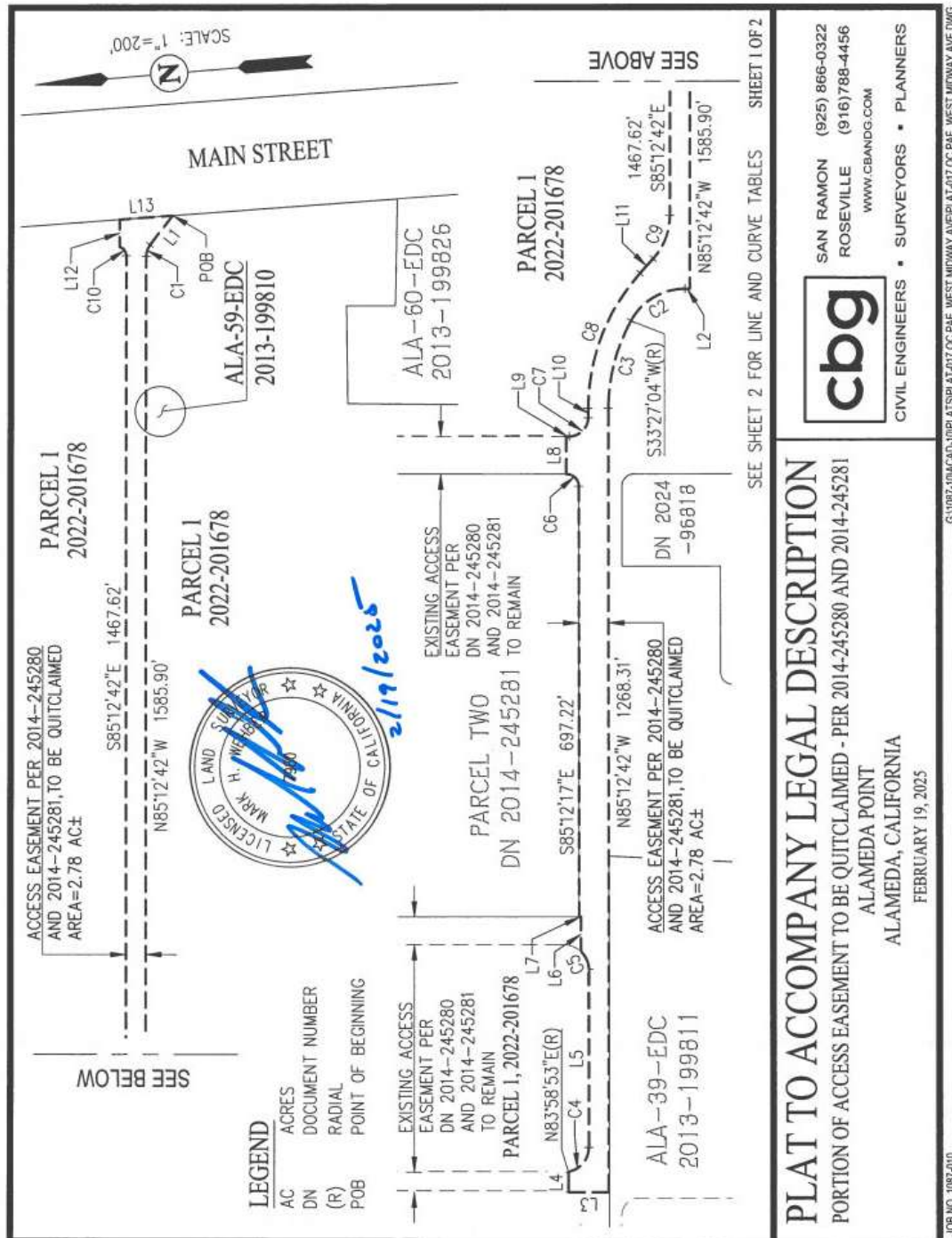
END OF DESCRIPTION



 2/19/2025  
MARK H. WEHBER, P.L.S.  
L.S. NO. 7960

**EXHIBIT B TO QUITCLAIM DEED**

**DEPICTION OF PROPERTY**



CURVE TABLE			
NO	RADIUS	DELTA	LENGTH
C6	20.00'	89°44'58"	31.33'
C7	30.00'	90°00'00"	47.12'
C8	328.00'	41°52'58"	239.77'
C9	105.00'	41°52'58"	76.75'
C10	15.00'	74°32'02"	19.51'

CURVE TABLE			
NO	RADIUS	DELTA	LENGTH
C1	30.00'	37°35'07"	19.68'
C2	100.00'	61°20'14"	107.05'
C3	295.50'	28°39'46"	147.83'
C4	40.00'	79°11'35"	55.29'
C5	40.00'	46°34'03"	32.51'

LINE TABLE		
NO	BEARING	LENGTH
L8	S85°12'42"E	60.50'
L9	S04°47'18"W	4.91'
L10	S85°12'42"E	15.60'
L11	S43°19'44"E	31.90'
L12	S85°12'42"E	44.35'
L13	S00°33'45"W	86.12'

LINE TABLE		
NO	BEARING	LENGTH
L1	N47°37'35"W	60.11'
L2	N04°47'18"E	7.47'
L3	N04°47'18"E	64.50'
L4	S85°12'42"E	32.71'
L5	S85°12'42"E	288.07'
L6	S85°12'42"E	55.95'
L7	N04°47'18"E	3.00'

SHEET 2 OF 2

PLAT TO ACCOMPANY LEGAL DESCRIPTION

PORTION OF ACCESS EASEMENT TO BE QUITCLAIMED - PER 2014-245280 AND 2014-245281  
ALAMEDA POINT  
ALAMEDA, CALIFORNIA  
FEBRUARY 19, 2025



SAN RAMON (925) 866-0322  
ROSEVILLE (916) 788-4456  
WWW.CBANDG.COM

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JOB NO. 1087-010



DRAFT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy or validity of that document.

STATE OF CALIFORNIA )  
 ) ss.  
COUNTY OF \_\_\_\_\_ )

On \_\_\_\_\_, 2025 before me, \_\_\_\_\_, a notary public,  
personally appeared \_\_\_\_\_ who proved to me  
on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the  
within instrument and acknowledged to me that he/she/they executed the same in his/her/their  
authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s) or the  
entity upon behalf of which the person(s) acted, executed the instrument.  
I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing  
paragraph is true and correct.

WITNESS my hand and official seal.

Notary Public

SEAL:

**BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY  
OF THE CITY OF ALAMEDA RESOLUTION NO. 882**

Authorizing the A) Approval of a Settlement Agreement among the City of Alameda (the "City"), the Housing Authority of the City of Alameda (the "Authority"), and the Alameda Unified School District ("AUSD") Relating to Certain Real and Personal Property Exchanges at Alameda Point and the Encinal Terminals Area; Funding of Encinal High School Swimming Pool Renovation; and Funding for Development of Affordable Housing by the Housing Authority; (B) Authorizing the Executive Director to accept conveyance of 20 acres of property at Alameda Point from the City; (C) Authorizing the Executive Director to enter into an agreement to exchange, and to exchange with AUSD, the Alameda Point property conveyed by the City and \$1.2 million dollars for the former Island High School site located at 2437 Eagle Avenue and AUSD's agreement to assign its rights and release all claims to the approximately \$4.6 million dollars in Housing Asset Funds collected prior to June 30, 2012; and (D) Authorizing the Executive Director to Negotiate and Execute Additional Documents as Necessary to Implement the Settlement Agreement and the actions contemplated by the resolution

WHEREAS, the Housing Authority of the City of Alameda (the "Authority"), the City of Alameda (the "City") and the Alameda Unified School District ("AUSD") wish to settle various matters which will result in the transfer of properties and funds between them;

WHEREAS, the parties have negotiated a Settlement Agreement Authorizing Certain Real and Personal Property Exchanges, attached to this resolution as Exhibit A (the "Settlement Agreement") which provides, among other things, for: (A) the conveyance by the City to the Authority of 20 acres of property at Alameda Point, more particularly described in the attached Exhibit B (the "Alameda Point Property"), (B) the conveyance of the Alameda Point Property and \$1.2 million dollars from the Authority to AUSD in exchange for the site of the former Island High School, located at 2437 Eagle Avenue, and AUSD's agreement to assign its rights to the Authority and release all claims to the approximately \$4.6 million dollars in Housing Assets Funds, as defined in the Settlement Agreement (the "Housing Asset Fund");

WHEREAS, pursuant to the Settlement Agreement, the Authority agrees to accept conveyance of the Alameda Point Property and to enter into an Exchange and Purchase and Sale Agreement with AUSD pursuant to which it will agree to convey the Alameda Point Property and \$1.2 million dollars to AUSD in exchange for the former Island High School site located at 2437 Eagle Avenue and AUSD's execution of an Assignment and Release Agreement, assigning its rights to the Housing Asset Funds to the Authority and releasing any claims to the Housing Asset Funds;

WHEREAS, approval of the Settlement Agreement and the actions contemplated therein and by this resolution is not a project and is therefore, exempt from the California Environmental Quality Act pursuant to Guideline Section 15060(c)(3). The Agreement does not commit the Authority to a particular course of action with reasonably foreseeable adverse impacts on the environment. Any potential development project stemming out of the Settlement Agreement and the actions contemplated therein and by this resolution, such as an affordable housing project at 2437 Eagle Avenue is speculative at this point. However, any future project with the possibility of having any environmental impacts will undergo appropriate environmental review prior to any approvals.

NOW, THEREFORE BE IT RESOLVED, that the Board hereby approves the Settlement Agreement and authorizes the Executive Director to execute the Settlement Agreement on behalf of the Authority;

BE IT FURTHER RESOLVED, that the Board hereby authorizes the Executive Director to accept conveyance of the Alameda Point Property from the City;

BE IT FURTHER RESOLVED, that the Board authorizes the Executive Director to negotiate, execute and carry-out an agreement with AUSD to exchange the Alameda Point Property and \$1.2 million dollars for the former Island High School Site and AUSD's execution of an Assignment and Release Agreement, assigning its rights to the Housing Asset Funds to the Authority and releasing any claims to the Housing Asset Funds;

BE IT FURTHER RESOLVED, that the Executive Director is authorized to execute any and all documents and take any and all actions necessary to accomplish the actions contemplated by this resolution.

Exhibit A: Settlement Agreement

Exhibit B: Legal Description of the Alameda Point Property

## SECRETARY'S CERTIFICATE

I, the undersigned, hereby certify that the foregoing Resolution was duly and regularly adopted and passed by the Board of Commissioners of the Housing Authority of the City of Alameda in a Meeting of the Housing Authority Board of Commissioners on the 13th day of March, 2014, by the following vote to wit:

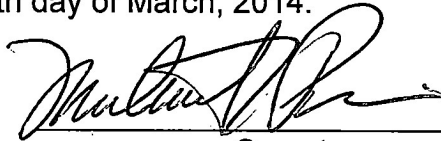
AYES: 5

NOES: 0

ABSENT: 1

ABSTENTIONS: 0

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of said Commission this 13th day of March, 2014.

  
Secretary

  
Chair

