



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

701 Atlantic Avenue • Alameda, California 94501-2161

AGENDA **REGULAR MEETING OF THE BOARD OF DIRECTORS**
DATE & TIME **Wednesday, May 15, 2024 - 6:01 PM**
LOCATION

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

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

Join Zoom Meeting

<https://us06web.zoom.us/j/83030077310?pwd=fv5xIYAEFr5k4f7GI6KQMDOK4vRw4g.1>

Meeting ID: 830 3007 7310

Passcode: 790402

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

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

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

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

PLEDGE OF ALLEGIANCE

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



the request must be approved by a majority vote of the Board of Directors for the emergency circumstances to be used as a justification to participate remotely. Remote Directors must provide a general description of the circumstances relating to the need to appear remotely at the given meeting. Directors must also publicly disclose at the meeting, prior to any action, whether any other individuals 18 years or older are present in the room with the member at the remote location, and the general nature of the member's relationship with such individuals. Note: A Director cannot participate in meetings of the Board of Directors solely by teleconference from a remote location for a period of more than 3 consecutive months or 20% of the regular meetings for AAHC within a calendar year, or more than 2 meetings if the Board of Directors regularly meets fewer than 10 times per calendar year.

3. DIRECTOR RECUSALS

4. Public Comment (Non-Agenda)

5. CONSENT CALENDER

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

5.A. Approve Minutes of the Regular Board of Directors Meeting held March 20, 2024. **Page 4**

5.B. Approve the Quarterly Write-off to March 31, 2024 of Uncollectible Accounts Receivable from Former Residents. **Page 8**

6. AGENDA

6.A. Accept a grant of \$3,000,000 to the Alameda Affordable Housing Trust Fund (AAHTF) from the Housing Authority of the City of Alameda (AHA). Authorize the Alameda Affordable Housing Corporation (AAHC) to apply for a Local Housing Trust Fund matching grant for an amount not to exceed \$1,000,000 for Independence Plaza; Authorize AAHC to Approve a Resolution to apply to the Local Housing Trust Fund Program and a Resolution to enter a Letter of Intent on behalf of the Independence Plaza property for an amount not to exceed \$4,000,000; Authorize the Executive Director to make minor adjustments in documents and to sign all required documents for the LHTF Application. **Page 11**

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

8. EXECUTIVE DIRECTOR'S COMMUNICATIONS

9. DIRECTORS COMMUNICATIONS, (Communications from the Directors)

10. ADJOURNMENT OF REGULAR MEETING

* * * Note * * *

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

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



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





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701 Atlantic Avenue • Alameda, California 94501-2161

**DRAFT MINUTES
REGULAR MEETING OF THE BOARD OF DIRECTORS
Wednesday, March 20, 2024**

PLEDGE OF ALLEGIANCE

Director Sidelnikov called the meeting to order at 7:47 p.m.

1. ROLL CALL - Board of Directors

Present: Director Sidelnikov, Director Decoy, Director Husby,
Director Kaufman and Director Tamaoki

Late arrival: Director Joseph-Brown arrived at approximately 7:50 p.m.

Absent: Director Grob

2. AB2449 COMPLIANCE The Chair will confirm that there are 4 members in the same, properly noticed meeting room within the jurisdiction of the City of Alameda. Each board member who is accessing the meeting remotely must disclose verbally whether they are able to be remote under AB2449: (1) just cause (max. 2 per year), or (2) emergency circumstances.” For Emergency Circumstances, the request must be approved by a majority vote of the Board of Directors for the emergency circumstances to be used as a justification to participate remotely. Remote Directors must provide a general description of the circumstances relating to the need to appear remotely at the given meeting. Directors must also publicly disclose at the meeting, prior to any action, whether any other individuals 18 years or older are present in the room with the member at the remote location, and the general nature of the member’s relationship with such individuals. Note: A Director cannot participate in meetings of the Board of Directors solely by teleconference from a remote location for a period of more than 3 consecutive months or 20% of the regular meetings for AAHC within a calendar year, or more than 2 meetings if the Board of Directors regularly meets fewer than 10 times per calendar year.

Director Sidelnikov confirmed that four Directors were present in the noticed meeting room, located within the City of Alameda, and no Directors were attending via video conference.

3. DIRECTOR RECUSALS



None.

4. Public Comment (Non-Agenda)

None.

5. CONSENT CALENDER

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

- *5.A. Accept the Audited Financial Statements Report for Fiscal Year Ending June 30, 2023 and Authorize the Executive Director to Approve and Finalize with Minor Changes.

Items accepted or adopted are indicated by an asterisk.

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

| | | |
|-----|---|---|
| Yes | 5 | Director Sidelnikov, Director Decoy, Director Husby, Director Kaufman, and Director Tamaoki |
|-----|---|---|

6. AGENDA

- 6.A. Hold a Public Hearing at 7:45 p.m. on the Alameda Affordable Housing Trust Fund Guidelines

Sylvia Martinez, Director of Housing Development, stated that as part of the state’s Local Housing Trust Fund requirements, the Alameda Affordable Housing Trust Fund (AAHTF), must hold an open public meeting to allow for a Public Hearing to be held on the AAHTF Guidelines. Today’s meeting has been advertised to the public on the Housing Authority of the City of Alameda’s (AHA) website and social media accounts for over 30 days. These advertisements invited members of the public to attend the meeting to speak and/or submit written public comments on the AAHTF Guidelines. To date, no written comments have been received. Staff is requesting that the meeting be opened to receive public comment on the AAHTF Guidelines. The Guidelines will not be finalized today, and staff will advise the Board if comments are received after the meeting.

Director Sidelnikov opened the meeting for Public Comment at 7:51 p.m.

Hearing none, Director Sidelnikov closed the Public Comment period at 7:52 p.m.

Director Kaufman moved to accept the Public Hearing at 7:53 p.m. on the Alameda Affordable Housing Trust Fund Guidelines, and Director Joseph-Brown seconded. The motion passed unanimously.

| | | |
|-----|---|--------------------------------------|
| Yes | 6 | Director Sidelnikov, Director Decoy, |
|-----|---|--------------------------------------|



Director Husby, Director Joseph-Brown,
Director Kaufman, and Director Tamaoki

- 6.B. Approve a Resolution amending the Articles of Incorporation to confirm AAHC’s eligibility for tax exemption pursuant to AB1582.

Vanessa Cooper, Executive Director, stated that this item will also be presented to the Island City Development (ICD) Board of Directors. The Housing Authority of the City of Alameda (AHA) is comprised of three entities: AHA, Alameda Affordable Housing Corporation (AAHC), and Island City Development (ICD). Generally, AHA owns land, AAHC owns buildings, and ICD owns tax credit properties. While property held by AHA has historically been exempt from property taxes, properties held by AAHC or ICD were not exempt, but were allowed to apply for the welfare tax exemption. With the passing of AB1582, affiliates of AHA are to be exempt from property taxes in the same manner that the property owned by AHA is exempt ,and a refund of property taxes paid for up to the last 4 years are to be refunded to the entities. To document that AAHC meets the required criteria to qualify for the tax exemption, the Assessor’s office has requested that AAHC’s Articles of Incorporation be amended to clearly align AAHC’s mission with AB1582. While the Articles of Incorporation must be approved by the IRS, the presented amendments have been approved by General Counsel and the Assessor’s office.

Director Tamaoki moved to approve a Resolution amending the Articles of Incorporation to confirm AAHC’s eligibility for tax exemption pursuant to AB1582, and Director Husby seconded. The motion passed unanimously.

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

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

None.

- 8. EXECUTIVE DIRECTOR'S COMMUNICATIONS

None.

- 9. DIRECTORS COMMUNICATIONS, (Communications from the Directors)

None.

- 10. ADJOURNMENT OF REGULAR MEETING

Director Sidelnikov adjourned the meeting at 8:00 p.m.



Vanessa M. Cooper
Secretary and Executive Director

Director Sidelnikov
Board of Directors





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

701 Atlantic Avenue • Alameda, California 94501-2161

To: Board of Directors
From: Nancy Gerardin, Director of Property Operations
Prepared By: Nancy Gerardin, Director of Property Operations
Date: May 15, 2024
Re: Approve the Quarterly Write-off to March 31, 2024 of Uncollectible Accounts Receivable from Former Residents.
5.B.

BACKGROUND

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

DISCUSSION

This request is to write-off accounts receivable for residents who have voluntarily vacated, passed, or were evicted and had outstanding balances due to the Alameda Affordable Housing Corporation and Island City Development. A final notice will be sent to the respective resident(s) before the outstanding balance is written off. The total amount to be written off is \$218,185.51 and presented in the attachment to this memorandum. This amount is a combination of past rents due, late fees, damages, and miscellaneous maintenance charges.

FISCAL IMPACT

This resident account write-off will result in an expense to the Alameda Affordable Housing Corporation and Island City Development of \$218,185.51 (specific to Alameda Affordable Housing Corporation is \$184,610.51).

CEQA



RECOMMENDATION

Approve to write-off uncollectible accounts receivable from former residents.

ATTACHMENTS

1. AAHC and ICD Q1 2024 Bad Debt

Respectfully submitted,
Nancy Gerardin
Nancy Gerardin, Director of Property Operations



| Legal Entity | Property Name | Reason for Move Out | Move Out Date | Amount of Bad Debt per reconciliation |
|--------------|----------------------|---------------------|-------------------|---------------------------------------|
| AAHC | Esperanza Apartments | Relocating | 2/18/2024 | \$1,739.00 |
| AAHC | Esperanza Apartments | Relocating | 11/13/2023 | \$5,305.78 |
| AAHC | Esperanza Apartments | Legal | 7/13/2023 | \$35,864.00 |
| AAHC | Parrot Village | Relocating | 10/31/2023 | \$42,491.83 |
| AAHC | Parrot Village | Legal | 2/28/2024 | \$52,714.00 |
| AAHC | Parrot Village | Legal | 9/5/2023 | \$25,732.00 |
| AAHC | Parrot Village | Unknown | 1/1/2023 | \$2,248.00 |
| AAHC | Eagle Village | No reason given | 8/7/2023 | \$4,619.00 |
| AAHC | Independence Plaza | Death | 11/6/2024 | \$794.00 |
| AAHC | Anne B. Diament | Legal | 12/12/2023 | \$13,102.90 |
| | | | TOTAL AAHC | \$184,610.51 |
| ICD | Rosefield Village | Death | 8/2/2023 | \$1,954.00 |
| ICD | Rosefield Village | Relocating | 2/29/2024 | \$60.00 |
| ICD | Rosefield Village | Relocating | 2/29/2024 | \$54.00 |
| ICD | Rosefield Village | Relocating | 9/30/2023 | \$2,087.00 |
| ICD | Rosefield Village | Personal Reasons | 11/13/2023 | \$2,080.00 |
| ICD | Rosefield Village | No reason given | 10/4/2023 | \$12,297.00 |
| ICD | Rosefield Village | Legal | 2/5/2024 | \$15,043.00 |
| | | | TOTAL ICD | \$33,575.00 |
| | | | TOTAL | \$218,185.51 |



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701 Atlantic Avenue • Alameda, California 94501-2161

To: Board of Directors
From: Paris Howze, Project Manager
Prepared By: Paris Howze, Project Manager

Date: May 15, 2024

Re: Accept a grant of \$3,000,000 to the Alameda Affordable Housing Trust Fund (AAHTF) from the Housing Authority of the City of Alameda (AHA). Authorize the Alameda Affordable Housing Corporation (AAHC) to apply for a Local Housing Trust Fund matching grant for an amount not to exceed \$1,000,000 for Independence Plaza; Authorize AAHC to Approve a Resolution to apply to the Local Housing Trust Fund Program and a Resolution to enter a Letter of Intent on behalf of the Independence Plaza property for an amount not to exceed \$4,000,000; Authorize the Executive Director to make minor adjustments in documents and to sign all required documents for the LHTF Application. 6.A.

BACKGROUND

The Local Housing Trust Fund (LHTF) Program is funded by the Veterans and Affordable Housing Bond Act of 2018 (Proposition 1) and administered by the California Department of Housing and Community Development (HCD). HCD will allocate up to \$300 million of the bond proceeds over several years. The purpose of the LHTF Program is to provide matching funds to local, regional, and non-profit housing trust funds dedicated to the creation, rehabilitation, or preservation of affordable housing, transitional housing, and emergency shelters.

AHA and AAHC have successfully applied twice to the California Department of Housing and Community Development (HCD) for the Local Housing Trust Fund (LHTF) Program, earning \$3.5 million in matching funds. It is anticipated that the LHTF program will have a 2024 cycle, although with the current issues at the state budget, the funding round may be either delayed or not held.

DISCUSSION

In anticipation of The California Department of Housing and Community Development (HCD) releasing a Notice of Funding Availability (NOFA) for approximately \$53 million in funding for the Local Housing Trust Fund (LHTF) Program, staff requests approval to accept a grant from



the AHA and to apply for up to \$1 million for the overall refinancing strategy for Independence Plaza. In a related action on this date, the AHA Board of Commissioners will consider a grant of up to \$3 million to AAHC (via the AAHTF) to provide leverage for an application to the State. As required by the HCD-LHTF guidelines, all Program Funds are to be matched on a minimum one-to-one basis, with additional points for higher matches. A Letter of Intent must be issued to show a forward financial commitment in available Affordable Housing Trust Funds (AAHTF) in an amount up to \$4 million.

Project Information

Independence Plaza was built in 1990 and includes 186 homes for seniors (including one manager's unit). The over four-acre property contains five buildings that range from two to three stories, along with ample community spaces and landscaping. The property is owned by the Alameda Affordable Housing Corporation (AAHC) and is managed by the Housing Authority of the City of Alameda (AHA). Furthermore, Independence Plaza has been the subject of ongoing conversations regarding a financial strategy after the expiration of its tax-increment operating subsidy at the end of 2026. Recapitalizing the property provides potential opportunities to both physically and financially improve the property.

Competitive Issues for LHTF Application

Depending on the final guidelines of the NOFA, there may be certain competitive issues with an LHTF application for Independence Plaza.

1. As a rehabilitation project, there may be points that are unavailable because new construction is being prioritized. In this case, staff will attempt to improve the tiebreaker or points by increasing the leverage or other means.
2. The proposed applicant will be AAHC as both the administrator of the AAHTF and the owner of Independence Plaza. This may present a potential conflict of interest. Staff will inquire about this issue once the NOFA has been published (anticipated in May 2024).
3. HCD LHTF funds prioritize rental housing developments that restrict households with average income of no more than 60 percent of the Area Median Income (AMI), with 30% of the funds spent on units that serve households at 30% AMI. Independence Plaza will need to restrict a certain percentage of units to fulfill these covenants. This increased affordability may not be a serious issue if layered with units that have project-based vouchers which typically serve those at 50% AMI or less. The current AHA guidelines require an affordable unit for every \$400,000 in funding, which would be less than 10 newly restricted units.
4. AHA hopes to execute the Independence Plaza Faircloth transaction in 2024. However, the LHTF funds take time to draw down. Matching funds provided by AAHC would not be spent at the project level until HCD awards the \$1 million (anticipated for August 2024), executes a standard agreement with the applicant, subsequently approves loan documents, and receives a request for funds. Timing is an issue that staff would discuss with the State if successful.

FISCAL IMPACT

AAHC is to make available \$3,000,000 in AAHTF Funds. The terms of the loan for the project will be as follows:



- The loan amount will be up to \$3,000,000 from the Local Matching Fund through AAHTF and up to \$1,000,000 from the California HCD LHTF through AAHTF for a total of up to \$4 million dollars.
- The loan term shall be 55 years.
- Three percent (3%) simple interest.
- Deferred loan with payments made from residual receipts, if any.
- Funds may be provided as predevelopment, construction and permanent financing.
- Compliance with all AAHTF underwriting requirements and loan guidelines.

The net fiscal impact of these actions on AAHC is limited, as both the grant from the Housing Authority and receipt of the funding from the LHTF Program application must be passed through to the creation of affordable housing. Should AAHC be awarded matching funds by the LHTF Program, it will need to cover administrative and operating costs, which has been contemplated by the grant and services agreement with the Housing Authority of the City of Alameda executed in 2021.

CEQA

Not applicable.

RECOMMENDATION

Accept a grant of \$3,000,000 to the Alameda Affordable Housing Trust Fund (AAHTF) from the Housing Authority of the City of Alameda. Authorize the Alameda Affordable Housing Corporation (AAHC) to apply for a Local Housing Trust Fund matching grant for an amount not to exceed \$1,000,000 for Independence Plaza; Authorize AAHC to Approve a Resolution to apply to the Local Housing Trust Fund Program and a Resolution to enter a Letter of Intent on behalf of the Independence Plaza property for an amount not to exceed \$4,000,000; Authorize the Executive Director to make minor adjustments in documents and to sign all required documents for the LHTF Application.

ATTACHMENTS

1. Att 1 - AAHC DRAFT Resolution LHTF Application
2. Att 2 - AAHC DRAFT Resolution LHTF LOI
3. Att 3 - AAHC DRAFT LHTF LOI

Respectfully submitted,
Paris Howze
Paris Howze, Project Manager



AAHC Board of Directors
May 15, 2024
Item 6.A
Attachment 1

ALAMEDA AFFORDABLE HOUSING CORPORATION

Authorizing Resolution No. _____

All, or A necessary quorum and majority of the Directors of the Alameda Affordable Housing Corporation ("Applicant") hereby consents to, adopts, and ratifies the following resolution:

WHEREAS the Department of Housing and Community Development ("Department") is authorized to provide up to \$53 million under the Local Housing Trust Fund ("LHTF") Program from the Veterans and Affordable Housing Bond Act of 2018 (Proposition 1) (as described in Health and Safety Code section 50842.2 et seq. (Chapter 365, Statutes of 2017 (SB 3)) ("Program");

WHEREAS the State of California (the "State"), the Department issued a 2024 Notice of Funding Availability ("NOFA") under the LHTF Program;

WHEREAS Applicant is an eligible Local or Regional Housing Trust Fund applying to the Program to administer one or more eligible activities using Program Funds;

WHEREAS the Department may approve funding allocations for the LHTF Program, subject to the terms and conditions of H&S Code Section 50842.2, the LHTF Program Guidelines, NOFA, Program requirements, the Standard Agreement and other related contracts between the Department and LHTF award recipients;

NOW THEREFORE BE IT RESOLVED THAT:

1. If Applicant receives an award of LHTF funds from the Department pursuant to the above referenced LHTF NOFA, it represents and certifies that it will use all such funds on Eligible Projects in a manner consistent and in compliance with all applicable state and federal statutes, rules, regulations, and laws, including, without limitation, all rules and laws regarding the LHTF Program, as well as any and all contracts Applicant may have with the Department ("Eligible Project").
2. That the Alameda Affordable Housing Corporation is hereby authorized to act as the trustee/manager in connection with the Department's funds to Eligible Projects pursuant to the above-described Notice of Funding Availability in an amount not to exceed One

Million Dollars (the "LHTF Award").

3. Applicant hereby agrees to match on a dollar-for-dollar basis the LHTF Award pursuant to Guidelines Section 104. Applicant hereby agrees to utilize matching funds on a dollar-for-dollar basis for the same Eligible Project for which Program Funds are used, as required by HSC Section 50843.5(c).
4. Pursuant to Attachment 1 and the Applicant's certification in this resolution, the LHTF funds will be expended only for Eligible Projects and consistent with all program requirements.
5. Nonprofit Housing Trust Funds and Native American Tribe Housing Trust Funds agree to use Program Funds only for Eligible Projects located in cities and counties that submitted an adopted Housing Element that was found by the Department to be in compliance and that have submitted their Housing Element Annual Progress Report (APR) for the current year or prior year by the application due date.
6. Applicant shall be subject to the terms and conditions as specified in the Standard Agreement, H&S Section 50842.2 and LHTF Program Guidelines.
7. Vanessa Cooper, Secretary, or her designee, is authorized to execute the LHTF Program Application, the LHTF Standard Agreement and any subsequent amendments or modifications thereto, as well as any other documents which are related to the Program or the LHTF Award to Applicant, as the Department may deem appropriate.

[SIGNATURE PAGE FOLLOWS]

AAHC Board of Directors
May 15, 2024
Item 6.B
Attachment
1

PASSED AND ADOPTED at a regular meeting of the Alameda Affordable Housing Corporation's Board of Directors this 15th day of May, 2024 by the following vote:

AYES: _____ ABSTENTIONS: _____ NOES: _____ ABSENT: _____

Approving Officer: _____
Signature of Approving Officer
Vadim Sidelnikov, Vice Chair

CERTIFICATE OF SECRETARY

The undersigned, Vanessa Cooper does hereby attest and certify that the attached Resolution is a true, full, and correct copy of a resolution duly adopted at a meeting of the Alameda Affordable Housing Corporation, which was duly convenes and held on the date state thereon, and that said document has not been amended, modified, repealed, or rescinded since its date of adoption and is in full force and effect as the date hereof.

ATTEST: _____
Vanessa Cooper
Secretary

Dated: May 15, 2024

AAHC Board of Directors

May 15, 2024

Item 6.B

Attachment

2

ALAMEDA AFFORDABLE HOUSING CORPORATION

Authorizing Resolution No. _____

At a duly constituted meeting of the Board of Directors (the "**Board**") of Alameda Affordable Housing Corporation, a California nonprofit public benefit corporation (the "**Corporation**"), held on May 15, 2024, the following resolutions were adopted:

WHEREAS the Department of Housing and Community Development ("Department") is authorized to provide up to \$53 million under the Local Housing Trust Fund ("LHTF") Program from the Veterans and Affordable Housing Bond Act of 2018 (Proposition 1) (as described in Health and Safety Code section 50842.2 et seq. (Chapter 365, Statutes of 2017 (SB 3)) ("Program");

WHEREAS the State of California (the "State"), the Department issued a 2024 Notice of Funding Availability ("NOFA") under the LHTF Program;

WHEREAS the Corporation is an eligible Local or Regional Housing Trust Fund applying to the Program to administer one or more eligible activities using Program Funds;

WHEREAS the NOFA is a competitive process that allocates points to applicants who conditionally award LHTF Program funds to specific projects, pending award from the LHTF Program;

WHEREAS the Corporation wishes to be competitive for the LHTF Program and commit conditional LHTF funds in an amount not to exceed One Million Dollars to the Independence Plaza project.

WHEREAS the Corporation will need to issue and enter a Letter of Intent outlining the terms of the conditional commitment for an amount not to exceed Four Million Dollars.

NOW THEREFORE BE IT RESOLVED THAT:

1. The Applicant shall issue and enter a Letter of Intent with Alameda Affordable Housing Corporation for the conditional commitment of an amount not to exceed Four Million Dollars in LHTF funds that will be committed to the Independence Plaza project.
2. Vanessa Cooper, Secretary, or her designee, is authorized to execute the LHTF Program Application, the LHTF Standard Agreement and any subsequent amendments or modifications thereto, as well as any other documents which are related to the Program or the LHTF Award to Applicant, as the Department may deem appropriate.

PASSED AND ADOPTED at a regular meeting of the Alameda Affordable Housing Corporation's Board of Directors this 15th day of May 2024 by the following vote:

AYES: _____ ABSTENTIONS: _____ NOES: _____ ABSENT: _____

Approving Officer: _____
Signature of Approving Officer
Vadim Sidelnikov, Vice Chair

CERTIFICATE OF SECRETARY

The undersigned, Vanessa Cooper does hereby attest and certify that the attached Resolution is a true, full, and correct copy of a resolution duly adopted at a meeting of the Alameda Affordable Housing Corporation, which was duly convened and held on the date state thereon, and that said document has not been amended, modified, repealed, or rescinded since its date of adoption and is in full force and effect as the date hereof.

ATTEST: _____
Vanessa Cooper
Secretary

Dated: May 15, 2024

AAHC Board of Directors
May 15, 2024
Item 6.B
Attachment 3

May 15, 2024

Vanessa Cooper Executive Director
Alameda Affordable Housing Corporation
701 Atlantic Blvd.
Alameda, CA 94501

RE: Letter of Intent to Commit Funding

Dear Ms. Cooper,

This Letter of Intent is provided to the Alameda Affordable Housing Corporation's (AAHC) and serves as a commitment to provide funding for the preservation and rehabilitation of the existing senior complex, Independence Plaza located at 703 Atlantic Avenue, Alameda, California. Independence Plaza includes 186 homes for seniors (including one manager's unit). AAHC has conducted a capital needs assessment and is currently estimated to cost approximately \$2,000,000 in repairs. Independence Plaza will be required to maintain affordability and restrict additional households between 30% and 60% AMI as necessary in accordance with LHTF guidelines.

AAHC intends to apply for grant funding in the amount of \$1,000,000 from the State of California Local Housing Trust Fund Program (LHTF). To ensure competitiveness of the application, the AAHC will conditionally commit \$3,000,000. The Independence Plaza development shall receive \$1,000,000 in LHTF Program funds and \$3,000,000 in LHTF Matching Funds. Please see Attachment 1 for loan terms.

Through this Letter of Intent, AAHC is committing to the preservation and refinancing of Independence Plaza, contingent on AAHC being awarded LHTF Program funds and the projects securing all the necessary financing for rehabilitation feasibility. We look forward to working with to ensure long term viability of this much needed affordable senior complex in the City of Alameda.

Best Regards,

Vadim Sidelnikov
Vice President

ATTACHMENT 1 – Loan Terms

| Terms | Independence Plaza |
|---------------|--|
| Maximum Loan | \$4,000,000 Includes: <ul style="list-style-type: none"> - \$1,000,000 in LHTF Program Funds - \$3,000,000 in AAHC AHTF Matching Funds |
| Interest Rate | 3% Simple Interest |
| Loan Term | 55 years from permanent loan conversion |
| Loan Pay-off | Loan payments will be deferred through permanent loan conversion. Annual payments on the loan shall be a prorated share of the project’s residual cash. |
| Affordability | <ul style="list-style-type: none"> • 30% of funding shall support units shall serve households earning no more than 30% of the Area Median Income. • An additional percentage of units to be determined will be restricted to 60% AMI and below. |