



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

701 Atlantic Avenue • Alameda, California 94501-2161

AGENDA

DATE & TIME

LOCATION

REGULAR MEETING OF THE BOARD OF DIRECTORS

Wednesday, November 19, 2025 - 7:01 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

By Phone (through Zoom):

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

Meeting ID: 826 1758 3123

Passcode: 406791

Persons wishing to address the Board of Directors are asked to submit comments for the public comment period 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, TTY/TRS: 711.
- Complete a speaker card in the meeting room on the day of the meeting.

Written comments may also be submitted via US Mail to:

Housing Authority of the City of Alameda
701 Atlantic Avenue
Alameda, CA 94501

Written comments received by the Housing Authority prior to 12 Noon on the day of the meeting will be posted on the Housing Authority's website and presented at the meeting during the public comment period. Written comments received by the Housing Authority after



12 Noon, but prior to the meeting start time, will only be presented during the public comment period. Please mark any submission as "Public Comment" and indicate which agenda item they relate to.

- The public comment period is limited to three minutes per speaker.

Persons in need of special assistance to participate in the meetings of the Housing Authority of the City of Alameda, please contact (510) 747-4325 (voice), TTY/TRS: 711, or jpolar@alamedahsg.org. Notification 72 hours prior to the meeting will assist the Housing Authority of the City of Alameda to make reasonable arrangements to provide 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 need to appear remotely at the given meeting. Director 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.
3. DIRECTOR RECUSALS
4. Motion to Accept the Order of the Board of Directors Agenda for the November 19, 2025 Meeting.
5. Public Comment (Non-Agenda)
6. CONSENT CALENDER
Consent Calendar items are considered routine and will be approved or accepted by one motion unless a request for removal for discussion or explanation is received from the Board of Directors or a member of the public.
 - 6.A. Approve Minutes of the Regular Board of Directors Meeting held on September 17, 2025. **Page 4**
 - 6.B. Accept the quarterly report on the property financials for properties owned by the Housing Authority of the City of Alameda (AHA), Alameda Affordable Housing Corporation (AAHC), and Island City Development (ICD) for the period ending June 30, 2025. **Page 8**
 - 6.C. Approve the Quarterly Write-off, to September 30, 2025, of Uncollectible Accounts Receivable from Former Residents. **Page 10**
7. AGENDA



- 7.A. Accept Carly Grob and Vadim Sidelnkiov as Ex-Officio President and Ex-Officio Vice President of the Board of Directors, respectively, for Calendar Year 2025-2026, Pursuant to the Alameda Affordable Housing Corporation (AAHC) Bylaws. **Page 13**
8. ORAL COMMUNICATIONS, Non-Agenda (Public Comment)
9. WRITTEN COMMUNICATIONS
10. EXECUTIVE DIRECTOR'S COMMUNICATIONS
11. DIRECTORS COMMUNICATIONS, (Communications from the Directors)
12. ADJOURNMENT OF REGULAR MEETING

* * * Note * * *

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

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

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





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**DRAFT MINUTES
REGULAR MEETING OF THE BOARD OF DIRECTORS
Wednesday, September 17, 2025**

PLEDGE OF ALLEGIANCE

Director Grob called the meeting to order at 8:02 p.m.

1. **ROLL CALL** - Board of Directors

Present: Director Grob, Director Sidelnikov, Director Husby, and
Director Joseph-Brown

Absent: Director Decoy, Director Kaufman, and Director Tamaoki

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

Director Grob confirmed that there were 4 Directors present in the noticed meeting room.

3. **DIRECTOR RECUSALS**

None.



4. Public Comment (Non-Agenda)

None.

5. Closed Session - 5:31pm - Adjournment to Closed Session to Consider:

Vanessa Cooper, Executive Director, stated that as items 5.A and 5.B were discussed during the preceding Board of Commissioners Meeting, there is no discussion needed on these items, so moving to Closed Session is at the Board's discretion.

Chair Grob stated that the Board will not adjourn to Closed Session and would not hear items 5.A or 5.B. referenced below:

5.A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

(Pursuant to Government Code Section 54956.9 (d)(1))

Mariah Lothlen, et al. v. Housing Authority of the City of Alameda, FPI Management, inc., John Stewart Company, Pulte Homes of California, INC., and DOES 1-10;
Alameda County Superior Court Case No. 24CV059969

5.B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

(Pursuant to Government Code Section 54956.9 (d)(1))

Lothlen, et al. v. Alameda Affordable Housing Corporation; Alameda County
Superior Court Case No. 25CV120377

6. Adjournment of Closed Session

N/A

7. RECONVENE REGULAR MEETING

N/A

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

N/A

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 Directors or a member of the public.



- *10.A. Approve Minutes of the Regular Board of Directors Meetings held on May 21, 2025 and June 18, 2025.
- *10.B. Accept the 2025 Local Housing Trust Fund Annual Reports.
- *10.C. Approve the Quarterly Write-off, to June 30, 2025, of Uncollectible Accounts Receivable from Former Residents.

Items accepted or adopted are indicated by an asterisk.

Director Husby requested that in the future staff please include past reports when submitting the Quarterly Write-Off report for Board approval.

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

Yes 4 Director Grob, Director Sidelnikov, Director Husby,
and Director Joseph-Brown

11. AGENDA

N/A

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

None.

13. WRITTEN COMMUNICATIONS

None.

14. EXECUTIVE DIRECTOR'S COMMUNICATIONS

None.

15. DIRECTORS COMMUNICATIONS, (Communications from the Directors)

None.

16. ADJOURNMENT OF REGULAR MEETING

At the request of Vanessa Cooper, Executive Director, Director Grob adjourned the meeting In Memory of Terrie Kurrasch, wife of former Board Member Art Kurrasch and longtime supporter of AHA, at 8:06 p.m.



Vanessa M. Cooper
Secretary and Executive Director

Carly Grob, President
Board of Directors

Jhaila R. Brown,
General Counsel, Goldfarb and Lipman LLC
Reviewed for form



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

Prepared By: Nancy Gerardin, Director of Property Operations

Date: November 19, 2025

Re: Accept the quarterly report on the property financials for properties owned by the Housing Authority of the City of Alameda (AHA), Alameda Affordable Housing Corporation (AAHC), and Island City Development (ICD) for the period ending June 30, 2025.
6.B.

BACKGROUND

Below is a summary analysis of cash flow and vacancy rate for the wholly owned assets managed by FPI Management. The below represents the 799 units owned by the Housing Authority of the City of Alameda (AHA), Alameda Affordable Housing Corporation (AAHC), and Island City Development (ICD) for the full (trailing) year ending June 30, 2025.

DISCUSSION

OVERVIEW

All properties except Everett Commons (EV) operated at positive operating cash flow for the 12-month period ending June 30, 2025. The vacancy rate across the entire portfolio for this period was 5.1%. The analysis also provided a more detailed comparative view of operating costs by category (Administration, Utilities, Maintenance, etc.) to assist AHA Asset Management staff with property management oversight.

Operational Cash Flow and Vacancy Loss for Year Ended June 30, 2025

	<u>IP</u>	<u>CC</u>	<u>Esp</u>	<u>LJC</u>	<u>PG</u>	<u>PV</u>	<u>EC</u>	<u>AHA</u>	<u>AAHC</u>	<u>RV</u>	<u>EV</u>	<u>ABD</u>
Cash Flow	2,715,673	412,837	2,851,213	334,805	118,139	1,089,933	(158,373)	417,724	403,303	776,354	752,277	616,399
Vacancy	3.5%	8.1%	4.6%	4.3%	10.1%	11.0%	10.2%	7.2%	0.4%	5.8%	0.7%	3.9%

A major contributing factor to the operational challenges at Everett Commons are the widespread plumbing pinhole leaks that have recurred since 2021, leading to relocation and significant repair



costs. The plumbing problem has been repaired and occupancy and operating costs related to the problem have stabilized in recent months, projecting 95% occupancy through the end of the calendar year.

For comparative purposes, this data is drawn from an analysis of property financial reports for the full year ending June 30, 2025 (July 2024 – June 2025.), although some of these sites run on a calendar year instead of AHA's fiscal year.

The key performance indicators (KPIs) used in this analysis include:

- Operating Cash Flow, which includes payment of debt service interest, does not include the financial impact of any capital activity (repairs eligible for replacement reserve reimbursement) and does not include any reserve reimbursement that has occurred.
- Vacancy Rate, calculated as Vacancy Loss (in dollars) as a proportion of Gross Potential Rent (GPR). Vacancy was significantly impacted during this period due to the delay with access to the referrals from the Wait List.

FISCAL IMPACT

No fiscal impact.

CEQA

n/a

RECOMMENDATION

Accept the quarterly report on the property financials for properties owned by the Housing Authority of the City of Alameda (AHA), Alameda Affordable Housing Corporation (AAHC), and Island City Development (ICD) for the period ending June 30, 2025.

ATTACHMENTS

None

Respectfully submitted,



Nancy Gerardin, Director of Property Operations



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

Prepared By: Nancy Gerardin, Director of Property Operations

Date: November 19, 2025

Re: Approve the Quarterly Write-off, to September 30, 2025, of Uncollectible Accounts Receivable from Former Residents.
6.C.

BACKGROUND

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

DISCUSSION

This request is to write-off accounts receivable for residents who have voluntarily vacated, passed, or were evicted and had outstanding balances due to AHA, AAHC, and ICD. A final notice will be sent to the respective resident(s) before the outstanding balance is written off. The total amount to be written off is \$116,561.07 and presented in the attachment to this memorandum. This amount is a combination of past rents due, late fees, damages, and miscellaneous maintenance charges.

FISCAL IMPACT

This resident account write-off will result in an expense to the Alameda Affordable Housing Corporation of \$43,777.10 and ICD of \$72,783.97

CEQA

N/A

RECOMMENDATION



Approve the Quarterly Write-off to September 30, 2025, of Uncollectible Accounts Receivable from Former Residents.

ATTACHMENTS

1. BOC Attachment Item 10.P Q3 2025 Write Off 11.19.2025

Respectfully submitted,



Nancy Gerardin, Director of Property Operations

Legal Entity	Property Name	Reason for Move Out	Move Out Date	Amount of Bad Debt per reconciliation
AAHC	Esperanza	No Reason Given	9/3/2025	\$1,454.00
AAHC	Parrot Village	Moved out of area	9/3/2025	\$14,160.00
AAHC	Eagle Village	Moved out of area	9/19/2025	\$133.00
AAHC	Eagle Village	Eviction	9/8/2025	\$28,030.10
			TOTAL AAHC	\$43,777.10
ICD	Rosefield Village	Eviction	8/6/2025	\$29,877.97
ICD	Rosefield Village	Eviction	9/22/2025	\$8,573.00
ICD	Rosefield Village	Eviction	8/27/2025	\$34,333.00
			TOTAL ICD	\$72,783.97
AHA	N/A			
			TOTAL AHA	\$0.00
			TOTAL	\$116,561.07

ENTITY	Q2 2025 Bad Debt	Q1 2025 Bad Debt	Q4 2024 Bad Debt	Q3 2024 Bad Debt
AAHC	\$40,862.05	\$96,012.88	\$9,149.51	\$85,263.00
ICD	\$38,802.57	\$92,364.77	\$16,872.61	\$71,573.36
AHA	\$8,378.72	\$13,972.00	\$35,399.00	\$1,188.02
	\$88,043.34	\$202,349.65	\$61,421.12	\$158,024.38



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To: Board of Directors
From: Vanessa Cooper, Executive Director

Prepared By: Vanessa Cooper, Executive Director

Date: November 19, 2025

Re: Accept Carly Grob and Vadim Sidelinkiov as Ex-Officio President and Ex-Officio Vice President of the Board of Directors, respectively, for Calendar Year 2025-2026, Pursuant to the Alameda Affordable Housing Corporation (AAHC) Bylaws.
7.A.

BACKGROUND

Pursuant to Article 6, Section 6.1 of the Alameda Affordable Housing Corporation (AAHC) Bylaws, the officers of AAHC shall be, among others, a President, who shall be the Chair of the AHA Board of Commissioners, and a Vice President, who shall be the Vice Chair of the AHA Board of Commissioners. Carly Grob is currently the Chair of the AHA Board of Commissioners and Vadim Sidelnikov is currently the Vice Chair of the Housing Authority of the City of Alameda (AHA) Board of Commissioners.

DISCUSSION

Pursuant to Article 6, Section 6.1 of the AAHC Bylaws, the officers of AAHC shall be, a President, who shall be the Chair of the AHA Board of Commissioners, a Vice President, who shall be the Vice Chair of the AHA Board of Commissioners, a Secretary/Executive Director, who shall be the AHA Executive Director, and a Treasurer, who shall be the AHA Finance Director. At the November 19, 2025 Carly Grob was installed as the Chair of the AHA Board of Commissioners and Vadim Sidelnikov was installed as Vice Chair of the AHA Board of Commissioners. As a result of such installations, Ms. Grob and Mr. Sidelnikov shall hold the following positions for calendar year 2025-2026.

- Ex Officio President - Carly Grob
- Ex Officio Vice President - Vadim Sidelnikov

Each officer shall perform the duties specified in the Bylaws or established by the Board.

The annual report requirements in the Alameda Affordable Housing Corporation (AAHC)



Bylaws are met through the presentation, and acceptance by the Board, of the annual audited financials and tax filings which were presented at the March 2025 and May 2025 meetings, respectively. The next annual report/audited financial statements are expected in March 2026, and tax filings by May 2026. Copies and further information are available upon request and also uploaded to the agencies' websites.

This memo was reviewed by General Counsel.

FISCAL IMPACT

Not applicable.

CEQA

Not applicable.

RECOMMENDATION

Accept Carly Grob and Vadim Sidelinkov as Ex-Officio President and Ex-Officio Vice President of the Board of Directors, respectively, for Calendar Year 2025-2026, Pursuant to the Alameda Affordable Housing Corporation (AAHC) Bylaws.

ATTACHMENTS

None

Respectfully submitted,



Vanessa Cooper, Executive Director