



Housing Authority
of the
City of Alameda

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

701 Atlantic Avenue • Alameda, California 94501-2161

AGENDA **SPECIAL MEETING OF THE BOARD OF COMMISSIONERS**

DATE & TIME **Wednesday, June 3, 2026 - 6:00 PM**

LOCATION

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/86860541741?pwd=1iP8xWla4djC0WdCZO0ELH0I9Q2QO6.1>

Meeting ID: 868 6054 1741

Passcode: 892103

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 and 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. 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. REMOTE PARTICIPATION PURSUANT TO RALPH M. BROWN ACT
(Government Code Section 54950 et seq.) ("Brown Act"): The Chair will identify whether any Commissioners are attending the meeting via teleconference pursuant to the Brown Act.
3. COMMISSIONER RECUSALS
4. AGENDA
 - 4.A. Approve the Executive Director (or Designee) to Negotiate and Execute Multiple Contracts which Individually or as a Total exceed \$250,000 to Respond and Remediate Emergency Repair and Relocation Costs at Independence Plaza; Direct the Executive Director to Report Back on Executed Contracts, As Available, to the Board of Commissioners No Later Than the Next Regularly Scheduled Board of Commissioners Meeting. **Page 3**
 - 4.B. Approve a Resolution Delegating Authority to the Executive Director (or Designee) in Emergency Circumstances to Enter into Contracts Up to \$500,000 Each, Provided the Executive Director (or designee) Notifies the Board Chair Prior to Entering into any Contracts and Reports Back to the Board of Commissioners No Later Than the Next Regularly Scheduled Board of Commissioners Meeting. **Page 13**
5. 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, subject to limited statutory exceptions. 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.



To: Honorable Chair and Members of the Board of Commissioners

From: Sylvia Martinez, Director of Housing Development

Date: June 3, 2026

Re: Approve the Executive Director (or Designee) to Negotiate and Execute Multiple Contracts which Individually or as a Total exceed \$250,000 to Respond and Remediate Emergency Repair and Relocation Costs at Independence Plaza; Direct the Executive Director to Report Back on Executed Contracts, As Available, to the Board of Commissioners No Later Than the Next Regularly Scheduled Board of Commissioners Meeting.

BACKGROUND

Independence Plaza (IP) was originally developed by AHA in 1990 and has been continuously owned and operated in good condition. AHA currently owns the property subject to a Restore-Rebuild covenant with HUD. IP contains five buildings with 186 units for seniors.

DISCUSSION

On May 22, 2026, a fire occurred in one unit on the second floor of 711 Atlantic Avenue (a four-story apartment building) and, as a result, the sprinkler system discharged. The sprinkler system functioned as intended, limiting further fire damage to the building.

The Alameda Fire Department responded and isolated the fire to one unit. However, units on the second and first floor (12 units total) and the adjacent common area sustained water damage (severe in some cases). One tenant received treatment for smoke inhalation and there were no other injuries. Seven households were relocated that day, and four other households were relocated to either family or vacant portfolio units in the following week (11 total relocations, including an employee unit). There is a total of twelve affected units (one was vacant at the time of the incident). Unleased units at Eagle Village, Esperanza and Anne B. Diamant are being used as temporary housing.

To protect possessions and allow for repair and restoration, tenant possessions have been packed and inventoried by professional movers and stored in PODS or within the unit, as needs require. There are now two vacant units and there are expected to be two additional vacancies due to tenants leaving directly from their temporary relocation



sites.

The elevator and sprinkler systems in the building were assessed and deemed approved for continued operations by the specialty contract vendors. The electrical system in the most affected units was assessed and deemed to have sustained significant damage.

Drying out activities, moisture monitoring and emergency remediation activities began immediately on May 22, 2026, using a remediation vendor pre-approved by Asset Living. Continuing dry-out and necessary material removal (flooring, baseboards, affected walls and ceilings) through June 1, 2026 has also been approved with a total estimate amount of \$127, 381.29.

In addition to the remediation work that has been approved, currently known costs include Asset Living staff overtime. POD rental, professional movers, relocation credits to tenants for lost perishable items and time out of unit, post-fire inspections of elevator, sprinklers, and electrical systems. There are also legal costs.

Insurance was alerted immediately and inspected the site on May 26, 2026. Staff is continuing to provide information on the expected claim. The initial cause of the fire appears to be tenant-related.

The repair and restoration activities include new flooring and baseboards, new drywall, new kitchen cabinets (in at least three units), new hallway carpet and wall replacement, electrical repairs, paint, new lighting fixtures, plumbing, and possible appliance replacement, etc. Because of the variety of work, the most responsive bidders may be a combination of specialty trades (such as the existing sprinkler monitoring vendor, to general contractors that can encompass a variety of trades). The repair cost will be bid out competitively by AHA CIP staff and all work will be federal prevailing wage. Units that require less work will be expedited so that tenants can return to their homes quickly and relocation units can be freed up for leasing. Staff does not yet have an estimated time frame for when tenants can expect to move back into Independence Plaza.

As reported in the May 20, 2026, CIP Memo, IP is also undergoing repairs from the April 25, 2026 fire sprinkler supply line incident that affected Building 703 and 11 units. This building has been dried out and the pipe and exterior work are completed. There are no relocated tenants from this work, although some of the units sustained relatively minor damage. The building and units still need interior paint, flooring, and some wall repairs. The work will be bid out at the same time, under a separate contract. There is an insurance claim pending on this incident as well.

AHA is very grateful that the Alameda Fire Department's rapid and effective response limited damage to the building and resident possessions. In addition, Asset Living staff have been very helpful during these incidents, from rapid contracting of services to allocating maintenance teams from other sites to assist in the immediate response.

Staff intend to present bids to the Executive Director for the repair work soon and request flexibility to be authorized to proceed on an expedited basis. It is not clear whether any individual contract may be over \$250,000, but staff would like flexibility to authorize work to the least expensive, qualified, responsive bidder, even if that contract goes over \$250,000. The cumulative cost of all contracts for the repair work is anticipated to be over \$250,000, and all authorizations will be brought back for ratification by the Board at the next available Board meeting after the contract is signed. Contracts may be signed over a period of the next few months, depending on the contract process. The Board Chair and Vice Chair will receive a written update if any contract exceeding \$250,000 is signed.

FISCAL IMPACT

Staff expect that the cost of all repairs for the fire incident at 711 Atlantic Avenue to far exceed \$250,000. Since the contracts for flooring, drywall, paint, and other repairs will include the repair work at 703 Atlantic Avenue, there will also be additional costs that need to be authorized at this time. Insurance will not cover all relocation costs but is expected to cover 90% of the remediation and repair costs. Independence Plaza has some cushion in its operating budget and a replacement reserve that can be utilized for remaining costs.

Staff is also seeking the ability to contract rapidly to limit the ancillary cost of tenant relocation credits on rent while out of their unit, and the opportunity cost of relocation evacuees' occupancy on the rest of the AHA portfolio.

CEQA

Not applicable

RECOMMENDATION

Approve the Executive Director (or Designee) to Negotiate and Execute Multiple Contracts which Individually or as a Total exceed \$250,000 to Respond and Remediate Emergency Repair and Relocation Costs at Independence Plaza; Direct the Executive Director to Report Back on Executed Contracts, As Available, to the Board of Commissioners No Later Than the Next Regularly Scheduled Board of Commissioners Meeting.

ATTACHMENTS

1. IP Fire and Flood Restoration Approvals
2. 260522 Independence Plaza Sig info Template
3. Photos

Respectfully submitted,



Sylvia Martinez, Director of Housing Development

Independence Plaza Fire and Flood Restoration

June 3, 2026

Sylvia Martinez
Director of Housing Development



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Two incidents

- May 22 2026 – Unit fire, water damage in common areas, and 12 units. Building 711. Tenants relocated.
- April 25 2026 – Fire Sprinkler supply line incident. Exterior and interior water damage in common areas and 11 units. Building 703. No tenants currently relocated.
- Remediation and repairs expected to be covered by insurance, and to exceed Executive Director approval of \$250,000 in total.



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Building 711 – Phases

- Emergency water removal, active drying and ventilation demolition to facilitate drying; moisture monitoring
- Relocation of residents and packing/storing of tenant possessions.
- Repairs - New flooring and baseboard, new drywall, new kitchen cabinets, new hallway carpet and wall replacement, electrical repairs, paint, new lighting fixtures, plumbing, and possible appliance replacement, etc.



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Residents Affected

- 11 units at 703 Atlantic require limited flooring, paint, wall repairs.
- 8 households at 711 Atlantic require limited to moderate flooring, paint, wall repairs.
- 4 vacant units at 711 Atlantic require moderate to severe repairs to be able to lease the units.
- Common areas – Multiple hallway and shared spaces (trash rooms, stairwell), require flooring, ceiling drywall, wall, baseboard, paint to allow resident use.



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Authorizations Requested

- Approve the Executive Director (or Designee) to negotiate and execute multiple contracts which individually or as a total exceed \$250,000
- Direction to report back on executed contracts at the next regularly scheduled Board of Commissioners meeting.



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Approve the Executive Director (or Designee) to Negotiate and Execute Multiple Contracts which Individually or as a Total exceed \$250,000 to Respond and Remediate Emergency Repair and Relocation Costs at Independence Plaza; Direct the Executive Director to Report Back on Executed Contracts, As Available, to the Board of Commissioners No Later Than the Next Regularly Scheduled Board of Commissioners Meeting.



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Alameda Fire Department

Nicholas Luby
Fire Chief

SIGNIFICANT INCIDENT REPORT

To: Nicholas Politzer, Interim City Manager

From: Nicholas Luby, Fire Chief

Incident Date: May 22, 2026

Time: 0734

Incident Type: Residential Structure Fire

Incident Location: 711 Atlantic Ave

Incident Commander: Battalion Chief Brandon Baley

SUMMARY:

On the above date and time, Alameda Fire Department responded to reports of a residential structure fire. The response consisted of 3 engines, 2 trucks, 2 medic units, one battalion chief, and a fire investigator.

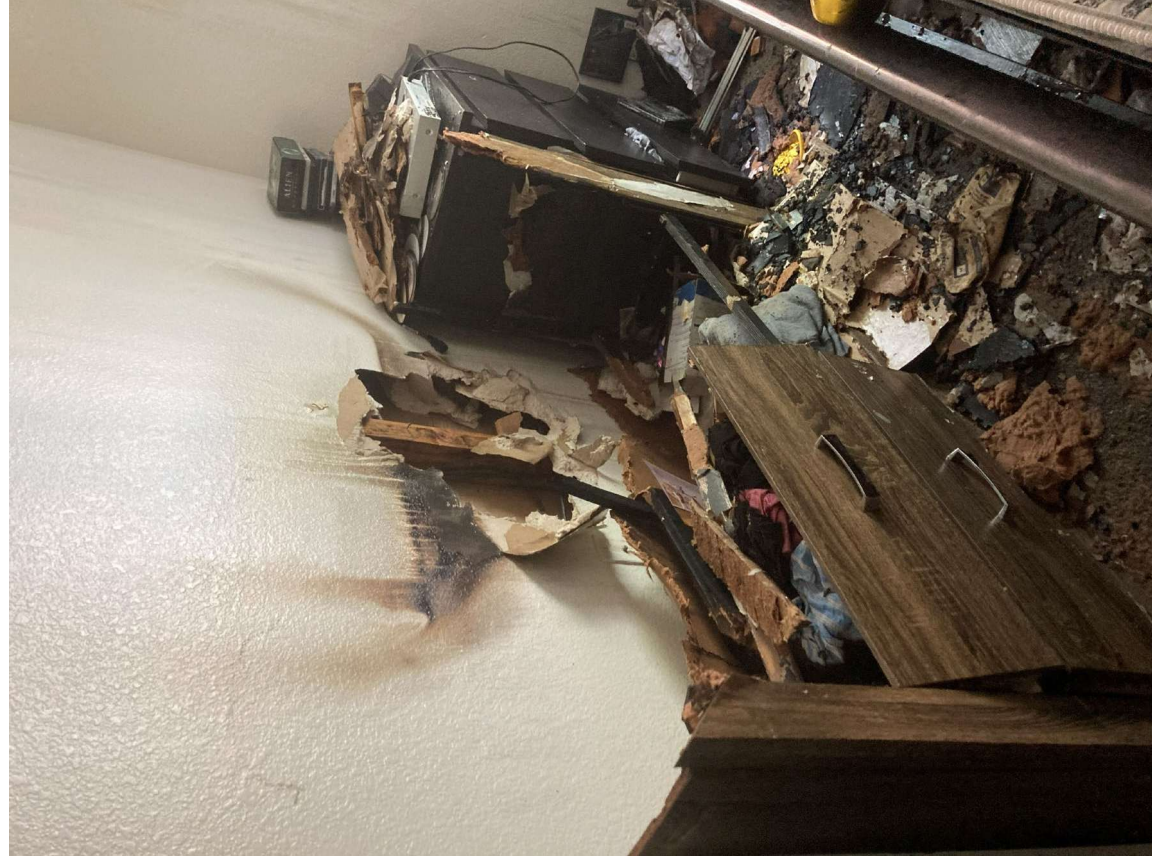
Upon arrival, crews found smoke on the second floor of a four-story apartment building. Crews were able to isolate the small fire to unit 259. Crew extinguished the fire and checked for extension. There were other units affected by water damage due to the sprinklers discharging. Crews remained on scene for additional cleanup.

There was one civilian transported for smoke inhalation. There was no firefighter injuries reported. The Alameda Police Department was on scene to provide assistance with evacuation and investigation in coordination with Alameda Fire Prevention Bureau.

Further follow-up:
Battalion Chief Brandon Baley
BBaley@alamedaca.gov
510-755-7010
Fire Investigator:
AO Joel DeVries

CC: Outlook SIGINFO group
Outlook FIRE group

Independence Plaza 5/22/2026 Fire Incident



Independence Plaza 5/22/2026 Fire Incident



To: Honorable Chair and Members of the Board of Commissioners

From: Vanessa Cooper, Executive Director

Date: June 3, 2026

Re: Approve a Resolution Delegating Authority to the Executive Director (or Designee) in Emergency Circumstances to Enter into Contracts Up to \$500,000 Each, Provided the Executive Director (or designee) Notifies the Board Chair Prior to Entering into any Contracts and Reports Back to the Board of Commissioners No Later Than the Next Regularly Scheduled Board of Commissioners Meeting.

BACKGROUND

The Housing Authority of the City of Alameda (AHA) serves some of the most vulnerable members of the Alameda community and owns and operates significant real estate and housing subsidy programs. While general high level and policy decisions are managed through routine monthly Board meetings, there may be occasions when additional emergency powers are needed by staff to address a sudden change in funding, a building or other emergency situations impacting the Housing Authority, its real estate or its programs.

DISCUSSION

This request is for delegation of authority to the Executive Director (or designee) to respond to an emergency situation, defined as an unforeseen circumstance beyond the control of the AHA that either (a) presents a threat to the performance of AHA functions, or (b) will result in loss or damage to property, bodily injury, or loss of life if immediate action is not taken, or (c) failure to act will lead to a regulatory, legal, or financial risk to AHA. In these limited emergency circumstances, the Executive Director may award necessary contracts in an amount not to exceed \$500,000 each on behalf of the AHA to undertake repairs or construction, resume essential functions, or abate the regulatory, legal, or financial risk to AHA.

The following safeguards that would be put in place are similar to those implemented during COVID and again in March 2020 to address a possible funding freeze:

- This approval would be limited only to emergency situations that cannot wait until



the next regularly scheduled Board meeting (i.e. failure to act quickly would lead to a regulatory, legal, or financial risk for AHA).

- The Executive Director will provide a written finding of the existence of an emergency if competitive bidding requirements are waived or the contract amount exceeds the Executive Director's contracting authority.
- The Executive Director, or designee will also inform the Board Chair or Vice Chair, and General Counsel prior to any such action being taken beyond the normal delegation to the Executive Director.
- Any use of such powers requires written reporting to the Board in writing within 72 hours of taking action.
- In the event that the expected fiscal impact exceeds the Executive Director's authority of \$250,000, staff will seek to call a Special Board Meeting within three business days of the expenditure limit being exceeded.
- Any decisions taken using the delegated emergency authority would require Board ratification and approval at the next regularly scheduled Board meeting.
- Delegation of such authority to a designee would only occur if the Executive Director is absent more than 5 consecutive business days, and such delegation to a designee is memorialized in writing, and communicated to the full Board.

Issues that may come up include, but are not limited to the following:

- Actions that will require deviations from or will require future changes to the Administrative Plan or Employee Handbook provided, such as changes to address new, short-notice policy and regulations, or changes in, or revocation of, existing policy or regulations.
- Actions to address funding changes. This could include changes in Housing Assistance Payments (HAP), Administrative Fees and other funds that are used for development, or program management.
- Actions to address situations where California law may contradict direction from the Federal Government.
- Financial and operational decisions in response to a building or other emergency situation.

FISCAL IMPACT

The emergency powers themselves have no fiscal impact, although the decisions made in connection with the exercise of the powers may have an impact

CEQA

N/A

RECOMMENDATION

Approve a Resolution Delegating Authority to the Executive Director (or Designee) in Emergency Circumstances to Enter into Contracts Up to \$500,000 Each, Provided the

Executive Director (or designee) Notifies the Board Chair Prior to Entering into any Contracts and Reports Back to the Board of Commissioners No Later Than the Next Regularly Scheduled Board of Commissioners Meeting.

ATTACHMENTS

None

Respectfully submitted,



Vanessa Cooper, Executive Director