



MINUTES

Draft until approved

ISLAND CITY DEVELOPMENT

Semi-Annual Meeting

December 17th, 2020 at 4:00 PM

Via Zoom

1. CALLE TO ORDER & ROLL CALL

President Cooper called the meeting to order at 4:09 PM. The following board members were present on the zoom conference call: Director Vanessa Cooper, Director Carly Grob, and Director Janet Basta. Staff in Attendance: Louie So, Sylvia Martinez, Candace Latigue, Tony Weng, Rich Yoshida, Stephanie Shipe, Shekhar Dubbani, Adrian Maestas, Robert Crosby from John Stewart Company and Jocelyn Layte.

2. PUBLIC COMMENT: Non-Agenda (None)

3. CONSENT CALENDAR (Action)

- a. Approve Minutes of the Regular Meeting of the Board of Directors held June 29, 2020, **Page 1**
- b. Approve Minutes of the Regular Meeting of the Board of Directors held November 10, 2020, **Page 3**
- c. Accept the Rosefield Project Update Report and Ratify the Executed Construction Contract for Rosefield Village **Page 5**
- d. Accept Auditor Communication **Page 10**
- e. Approve the Fourth Amendment to the Consultant Services Agreement dated April 15 2015 with the Housing Authority of the City of Alameda **Page 39**
- f. Accept the 2019 Annual Financial Overview Report for Asset Management **Page 43**

Director Grob recused herself from approving the Minutes for 6/29/2020 and 11/10/2020 as she did not attend those meetings. With this caveat, Director Grob moved to accept consent calendar Items A-F. Director Basta seconded the motion. Roll call was held. Director Grob; Yes, with an abstention from items A and B, Director Basta; Yes, Director Cooper; Yes. The motion carried unanimously.

4. NEW BUSINESS

- a. Approve a Contract Amendment with the Dahlin Group, Inc. for Additional Architectural Services at Rosefield Village **Page 53 (Action)**

Mr. Weng explained that this amendment is on a much larger contract including design and construction administration services for the Rosefield Village development. This amendment, which provides for four additional months of construction oversight, in alignment with the construction contract, is brought back to the Board for approval because of the size of the original contract.

Director Grob moves to approve the Contract Amendment with the Dahlin Group, Inc. for Additional Architectural Services at Rosefield Village. Director Basta seconded. Roll call is held. Director Grob; Yes, Director Basta; Yes, Director Cooper; Yes. The motion carried unanimously.

- b. Accept the 2021 Annual Budgets for Constitution and Eagle, L.P , Everett and Eagle, L.P and Sherman and Buena Vista, L.P. **Page 56 (Action)**

Ms. Latigue gave summaries of the proposed budgets for the three properties and explained that these would be the budgets used in the calendar year starting January 2021.

Director Cooper recommended in the future budgets be represented as individual items for review. Director Cooper suggested that an approval of this agenda item be amended with a higher budget for Rosefield Village to accommodate Life Steps services fees that created a deficit at the time of presentation. Director Grob moved to approve the budget for the three properties. Director Cooper Amended the motion by adding up to \$1,000 to allow for a balanced budget due to the unforeseen deficit from Life Step services fees at Rosefield Village.

Director Grob accepted the amendment. Director Basta seconded. Roll call is held. Director Grob: Yes, Director Basta: Yes, Director Cooper, Yes. Motion carries unanimously.

- c. Approve and Adopt the 2021 ICD Annual Budget **Page 73 (Action)**

Ms. Martinez explained that the ICD Annual budget has two parts, one for administration and one for capital expenditure. The administrative budget has sources from earned development fee and the contract between ICD and AHA which was renewed in the earlier action of approval of the consent calendar. The administrative uses include consulting fees, audit, and other costs. The ICD capital expenditure budget uses a predevelopment loan from AHA to offset predevelopment costs for the North Housing project.



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Director Grob moves to approve the adopted 2021 ICD annual budget. Director Basta seconded. Roll call is held. Director Grob; Yes, Director Basta; Yes, Director Cooper; Yes. Motion carries unanimously.

5. NON-AGENDA: Public Comment (*None*)
6. WRITTEN COMMUNICATION (*None*)
7. ORAL COMMUNICATIONS – BOARD MEMBERS AND STAFF (*None*)
8. ADJOURNMENT

President Cooper called the adjournment of the meeting at 4:48pm.