



ISLAND CITY DEVELOPMENT

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ITEM 6.A

To: Board of Directors
Island City Development

From: Sylvia Martinez, Director of Housing Development

Date: December 17, 2025

Re: Approve a Consultant Services Agreement for housing development services between Island City Development and the Housing Authority of the City of Alameda, for an annual fee of \$400,000 per year, for a Contract Total Not to Exceed Amount of \$800,000, and a Contract Term that expires on December 31, 2027.

BACKGROUND

In 2015, a three-year Consultant Services Agreement was signed by and between Island City Development (ICD) and the Housing Authority of the City of Alameda (AHA) for the delivery of real estate development services. The scope and deliverables include the strategy, financing, and implementation of affordable housing development activities such as rehabilitation and new construction. In addition, ICD is asked to provide technical assistance on affordable housing opportunities in the City of Alameda. This contract has been renewed seven times, extending the time period and additional fee by one year each time. The Seventh Amendment expires December 31, 2026.

A new agreement has been drafted due to the expanded scope of the work since the initial 2015 agreement. In the new agreement, staff is seeking to increase both the term and fees for the agreement for 2026 and 2027.

DISCUSSION

ICD continues to be the development arm of AHA and has taken on the financing and development of Littlejohn Commons, Everett Commons, Rosefield Village, and the North Housing projects in the period from 2015 to the present. ICD has implemented entitlement and predevelopment activities on the North Housing site and plans to continue developing this site in phases. ICD anticipates that it will have a minimum of two active projects starting in the 2026-27 period; Estuary II and The Poplar (2615 Eagle) site. In addition, ICD plans to begin researching opportunities for tax credit syndication of older properties to provide resources for major renovation and updates.

AHA provides staffing to ICD for predevelopment, development, construction management, asset management, accounting services and other administrative tasks. This increase reflects the increased size of the property portfolio of ICD and the substantial asset management work that is expected as the stabilization and conversion of two buildings at North Housing and with the current predevelopment pipeline. Since 2018, ICD has added 5



new LIHTC buildings and purchased one existing building (Shinsei Gardens) for a total of 252 LIHTC units. There are also a number of special limited partnerships under ICD that need to be managed. Thus, staff proposes a new contract with a fee for staffing services from AHA increased to \$400,000 per year, for a contract total not to exceed \$800,000. To support these efforts, staff proposes a contract term that terminates on December 31, 2027, unless extended.

All new build tax credit properties in ICD's portfolio have a signed joint development agreement (JDA) between ICD and AHA. Prior to ICD's involvement, Shinsei Gardens did not have a joint development agreement, but did provide a right of first refusal to Island City Development, which has been exercised. For Stargell Commons, AHA was a joint developer and received developer fee per the development and implementation agreements with the City of Alameda. Post-Rosefield Village, the ICD-AHA JDAs have an evenly split developer fee commitment (50:50). These agreements lay out the partnership between the two entities, shared guarantees, risks, and responsibilities, particularly on tax credit developments that have an investor that requires strong reputation and responsiveness from its sponsor partners.

FISCAL IMPACT

The AHA fee is typically paid in the second half of the year. In late 2026, if this agreement is approved, ICD will pay AHA a total of \$400,000 per year for staffing services for housing development staff. The funds will be payable from available cash. Payments of \$400,000 will continue in 2026-2027, supported by future developer fees.

CEQA

N/A

RECOMMENDATION

Approve a Consultant Services Agreement for housing development services between Island City Development and the Housing Authority of the City of Alameda for an annual fee of \$400,000 per year, for a Contract Total Not to Exceed Amount of \$800,000, and a Contract Term that expires on December 31, 2027.

ATTACHMENTS

1. Draft ICD-AHA Consultant Services Agreement

Respectfully submitted,



Sylvia Martinez, Director of Housing Development