



Minutes of the Educational Housing Corporation

Special Board Meeting

April 20, 2023

In-Person at the District Office (3401 CSM Drive, San Mateo, CA 94402)

and ZOOM Webinar

| Attendees: | Other Attendees: |
|---------------------------------|--|
| Michael Pierce, President | Melissa Moreno, SMCCCD |
| Richard Holober, Vice President | Richard Storti, SMCCCD |
| Brittney Sneed | Carina Warne, SMCCCD |
| | Bob Talbott, BLVD Residential |
| Absent: | Yaakov Strauss, BLVD Residential |
| Michael Guingona, Treasurer | Jonathan Garcia, BLVD Residential |
| Jessica Marshall | Stephanie Montenegro, BLVD Residential |

Call to Order and Roll Call

The meeting was called to order at 3:05 p.m. Members in attendance are listed above.

Public Comments on Non-Agenda Items

Mandy Lucas commented on the definition of “first-time homebuyer” and housing insecurities in the Bay Area.

BLVD Residential Updates

Ms. Montenegro gave an update on vacancies at the three housing complexes, noting that there are 9 vacancies at Cañada Vista, 6 vacancies at College Vista, and 9 vacancies at College Ridge.

Mr. Pierce commented about the waitlist and the possibility of asking employees to recertify or update their information to stay on the list. He said it might be a good idea to update annually.

Mr. Storti mentioned the idea of reducing the maximum occupancy lease term from 7 years to 5 years for future residents. Currently the maximum lease term is 7 years. He said 5 years is a reasonable amount of time for residents to save money and may help the waitlist move quicker to open up the benefit to more employees. Mr. Pierce agreed with the idea, but also mentioned that district housing is a tool to attract and retain employees. He said implementing a reduction in maximum lease term would need further discussion by the housing board. Mr. Holober said

the original lease term in the beginning was 5 years and he agreed that it would be timely to restore the original intent. Mr. Talbott said BLVD Residential can help to research any applicable tenant laws that might be affected by a change such as this.

Ms. Sneed suggested usage trends and polling incoming and outgoing residents for data. Mr. Strauss said there are existing surveys sent to residents after maintenance work orders are completed and BLVD Residential has considered implementing a survey for outgoing residents. Ms. Warne said employees fill out a survey online in order to add themselves to the housing waitlist.

INFORMATION ITEMS

Joint Study Session with the Board of Trustees May 10, 2023

Mr. Storti said the Board of Trustees Study Session agenda for May 10, 2023 is in development. Staff is currently working with the Board of Trustees President to determine agenda items. Mr. Pierce said the two items for potential discussion are future faculty and staff housing and student housing.

DISCUSSION ITEMS

Discuss Amendments to the Educational Housing Board Corporation Bylaws

Mr. Holober suggested updating Authorized Number & Qualifications (Article V, Section 3) of the Bylaws. He suggested adding wording to clarify that director nominated by the Academic Senate and CSEA shall be members currently employed by the District.

Mr. Pierce suggested updating Authorized Number & Qualification (Article V, Section 3) of the Bylaws. He suggested adding wording that the majority of the directors are external to the District.

Mr. Pierce suggested updating Appointment & Term of Office (Article V, Section 5) of the Bylaws. He suggested language to speed up the process. He suggested that the Housing Board recommend an appointee within a certain amount of time after a vacancy has occurred. Mr. Holober agreed that it has taken too long to fill Housing Board director vacancies. He said the Housing Board may recommend an appointee, but the Board of Trustees is the appointing authority.

Mr. Holober also suggested updating Events Causing Vacancy (Article V, Section 6) of the Bylaws. He suggested adding wording to clarify that a director vacancy shall occur if the director appointed by Academic Senate or CSEA is no longer employed by the District.

Mr. Pierce suggested updating Events Causing Vacancy (Article V, Section 6) as well. He suggested updating wording to clarify a vacancy may occur if there is a role change. For example, if a Director appointed by Academic Senate or CSEA is promoted to a manager position or has a change of classification.

Mr. Storti said staff will make the suggested changes and bring a draft to the next meeting for consideration and review.

ACTION ITEMS

Approval of Minutes of January 19, 2023 Meeting

It was moved by Mr. Holober and seconded by Mr. Pierce to approve the Minutes of January 19, 2023. Mr. Holober and Mr. Pierce voting aye. Ms. Sneed abstained. The motion carried.

Approval of Minutes of January 30, 2023 Meeting

It was moved by Mr. Holober and seconded by Mr. Pierce to approve the Minutes of January 30, 2023. All members voting aye. The motion carried.

Consideration of Awarding of Contract for College Vista Cabinet and Countertop Replacement Project

Mr. Strauss said the current cabinets at College Vista are aging and made of thermofoil. He said thermofoil tends to warp and peel easily over time especially when exposed to heat, water or oil. In regards to the countertops, he said the current formica countertops will be replaced with durable quartz countertops. Mr. Storti said he toured the units at College Vista and saw the condition of the cabinets and countertops and agrees that a replacement project is warranted.

Mr. Pierce asked how many units are included in the College Vista Cabinet and Countertop Replacement Project. Mr. Strauss answered that there are seven units in the project that will all receive new kitchen and bathroom cabinets and countertops.

Mr. Strauss also mentioned the possibility of another cabinet and countertop replacement project in the future. As units are vacated, BLVD Residential will assess the condition of the cabinets and countertops and determine if there is a need.

It was approved by roll call vote to approve Awarding the Contract for College Vista Cabinet and Countertop Replacement Project. All members voting aye.

Statements from Directors

Ms. Sneed asked that two additional survey questions be added when collecting data about housing. She asked how many employees leave the District before obtaining housing and how long employees stay employed with the District after moving out of housing.

Ms. Sneed also asked how an interested person may apply to serve on the Housing Board.

Mr. Holober suggested issuing a public notice about the Housing Board vacancies and inviting members of the public to apply.

Adjourn

The meeting was adjourned at 3:52 p.m.