

# Thursday, August 1, 2024 Regular Meeting of Educational Housing Corporation Board of Directors

#### SAN MATEO COUNTY COMMUNITY COLLEGES EDUCATIONAL HOUSING CORPORATION

Board of Directors, Regular Meeting August 1, 2024 3:00 P.M. In person at 3401 CSM Drive, San Mateo, CA 94402

Members of the Public may also participate via Zoom. Zoom Meeting ID: https://smccd.zoom.us/j/88258718531 Dial-In: 1 669 900-9128 - Webinar ID: 882 5871 8531

#### NOTICE ABOUT PUBLIC PARTICIPATION AT BOARD MEETINGS

#### **OBSERVING THE MEETING**

Members of the public who wish to observe the meeting in-person or remotely by accessing the link or calling the following telephone number above at the beginning of the meeting.

#### PROVIDING PUBLIC COMMENT DURING THE MEETING ON NON-AGENDA ITEMS

To make a comment regarding a non-agenda item, members of the public:

- (1) If in person, may seek recognition at the speaker's lectern when called upon by the Board President, or
- (2) If remote, once in the Zoom meeting (via above link), can utilize the raise hand function at the bottom right corner of the screen. This will allow for the Board President to recognize members for comment and will allow staff to activate audio access to individual participants. Members of the public who raise their hand will be called upon in the order they appear.
- (3) Members of the public making comment are reminded of the 3-minute time limit for comment. Reasonable time limits may be placed on public comment during an open meeting so that meetings can be concluded within a reasonable time.

# PROVIDING PUBLIC COMMENT DURING THE MEETING ON AGENDA ITEMS

To make a comment regarding an item on the agenda, members of the public:

- (1) If in person, may seek recognition at the speaker's lectern when called upon by the Board President, or
- (2) If remote, once in the Zoom meeting (via above link), can utilize the raise hand function at the bottom right corner of the screen. This will allow for the Board President to recognize members for comment and will allow staff to activate audio access to individual participants. Members of the public who raise their hand will be called upon in the order they appear.
- (3) Members of the public making comment are reminded of the 3-minute time limit for comment. Reasonable time limits may be placed on public comment during an open meeting so that meetings can be concluded within a reasonable time.

#### **ACCOMMODATIONS**

Meeting

Persons with disabilities who require an accommodation or service should contact the Chancellor's Office (650) 358-6877 at least 24 hours prior to the Board meeting.

# **1. OPEN SESSION - 3:00 P.M.**

Subject 1.1 Call to Order / Roll Call

Aug 1, 2024 - Regular Meeting of Educational Housing Corporation Board of Directors

Category 1. OPEN SESSION - 3:00 P.M.

Access Public

Type

# 2. REVIEW AND APPROVE THE ORDER OF AGENDA

# 3. PUBLIC COMMENTS ON NON-AGENDA ITEMS

Subject 3.1 Comments by Community Members

Meeting Aug 1, 2024 - Regular Meeting of Educational Housing Corporation Board of Directors

Category 3. PUBLIC COMMENTS ON NON-AGENDA ITEMS

Access Public

Type

# 4. APPROVAL OF MINUTES

Subject 4.1 Approval of Minutes from May 2, 2024 Meeting

Meeting Aug 1, 2024 - Regular Meeting of Educational Housing Corporation Board of Directors

Category 4. APPROVAL OF MINUTES

Access Public

Type

TO: Educational Housing Corporation Board of Directors

FROM: David McLain, Interim Executive Director of Community & Government Relations

# **APPROVAL OF MINUTES FROM MAY 2, 2024 MEETING**

Minutes are to specifically reflect reportable actions taken by the Educational Housing Corporation Board during the times at which they meet. Minutes do not have to reflect verbatim statements or comments by any member of the Board, Faculty, Staff, Administrator and/or Community Member.

# RECOMMENDATION

It is recommended that the Educational Housing Corporation Board approve the presented minutes.

File Attachments

2024 0502 Minutes of the Educational Housing Corporation Board Meeting.pdf (147 KB)

# 5. DISTRICT STAFF UPDATES

Subject 5.1 Housing Administrator Updates

Meeting Aug 1, 2024 - Regular Meeting of Educational Housing Corporation Board of Directors

Category 5. DISTRICT STAFF UPDATES

Access Public

Type

TO: Educational Housing Corporation Board of Directors

FROM: David McLain, Interim Executive Director of Community & Government Relations

Waitlist update as of July 26, 2024

	Current Waitlist	Offered Units	Expected Waitlist
Full-Time Faculty	45	5	40
Full-Time Staff	159	0	159
Adjunct Faculty	64	0	64
Total	269	5	264

Waitlist Removals since April 22, 2024

Dropped	Housed	Total
50	4	54

# **6. BLVD RESIDENTIAL UPDATES**

Subject 6.1 Occupancy and Operations Update

Meeting Aug 1, 2024 - Regular Meeting of Educational Housing Corporation Board of Directors

Category 6. BLVD RESIDENTIAL UPDATES

Access Public

Type

TO: Educational Housing Corporation Board of Directors

FROM: BLVD Residential Staff

BLVD Residential will provide the Housing Board with an update on operations and occupancy.

	Occupancy		Notes	
College Vista	97.7%	43/44	Unit 5-306 Vacated 5/24	
Cañada Vista	98.3%	59/60	Unit A-107 Vacated 6/30	
College Ridge	90.0%	27/30		

# 7. DISCUSSION

Subject 7.1 Review of Q4 Year-to-Date Financial Statements for FY 2023-24

Meeting Aug 1, 2024 - Regular Meeting of Educational Housing Corporation Board of Directors

Category 7. DISCUSSION

Access Public

Type

TO: Educational Housing Corporation Board of Directors

FROM: David McLain, Interim Executive Director of Community & Government Relations

PREPARED BY: Sabrina Cosentino, Regional Manager, BLVD Residential

#### **REVIEW OF Q4 YEAR-TO-DATE FINANCIAL STATEMENTS FOR FY 2023-24**

Attached for the Housing Board's review are the Quarter 4 Financial Statements for FY 23/24: College Vista, Cañada Vista, College Ridge (Skyline College)

#### File Attachments

College Ridge Budget 23-24 with Q4 YTD Financials.pdf (81 KB) Canada Vista Budget 23-24 with Q4 YTD Financials.pdf (65 KB) College Vista Budget 23-24 with Q4 YTD Financials.pdf (74 KB)

# 8. ACTION ITEMS

Subject 8.1 Affirm New Rental Rates Based on 2024 San Mateo County Maximum

**Affordable Rent Payments** 

Meeting Aug 1, 2024 - Regular Meeting of Educational Housing Corporation Board of Directors

Category 8. ACTION ITEMS

Access Public

Type

TO: Educational Housing Board of Directors

FROM: David McLain, Interim Executive Director of Community and Government Relations

# AFFIRM NEW RENTAL RATES BASED ON 2024 SAN MATEO COUNTY MAXIMUM AFFORDABLE RENT PAYMENTS

At its meeting on May 2, 2024, the Housing Board approved aligning monthly rental rates for <u>new residents</u> at Cañada Vista and College Vista to those charged at College Ridge. These rates would be adjusted annually for new residents based on the "Very Low" income category of the Maximum Affordable Rent Payment table within the annual San Mateo County Department of Housing Income & Rent Limits. Additionally, the Board approved implementing an exemption process for new Cañada Vista and College Vista residents to ensure their monthly rent does not exceed 33% of their combined household income. The exemption process requires the new resident to submit income verification documentation (e.g., a federal tax return) for each adult within the household living in the unit, and this documentation would need to be resubmitted annually.

With these approvals, the Board brought consistency to base rental rates, annual base rent adjustments, and an exemption process at all three properties.

The county has recently released the new 2024 Maximum Affordable Rent Payments, attached below. According to the updated information, rental rates tied to the "Very Low" income category for <u>future residents</u> at all three properties will increase slightly over 7%, as shown in the table below:

2023/24	2024/25	% Change

	Base	Actual Range	Base	Actual Range	
1 bedroom	\$1,713	\$1,713–1,863	\$1,836	\$1,836–1,986	+7.18%
2 bedroom	\$2,056	\$2,056-2,206	\$2,203	\$2,203-2,353	+7.15%
3 bedroom	\$2,375	\$2,375-2,475	\$2,545	\$2,545-2,695	+7.16%

#### RECOMMENDATION

It is recommended that the Board affirm implementing the new 2024/25 base rates and ranges for new residents at Cañada Vista, College Vista, and College Ridge.

# File Attachments

2024 xx Income Limits 07 08 2024.pdf (153 KB)

Subject 8.2 Adoption of Budgets for FY 24/25

Meeting Aug 1, 2024 - Regular Meeting of Educational Housing Corporation Board of Directors

Category 8. ACTION ITEMS

Access Public

Type

TO: Educational Housing Corporation Board of Directors

FROM: David McLain, Interim Executive Director of Community & Government Relations

PREPARED BY: Sabrina Cosentino, Regional Manager, BLVD Residential

#### **ADOPTION OF BUDGETS FOR FY 24/25**

Each year, the Housing Board adopts budgets for the housing complexes. These budgets are generally based on spending from the prior year, and any anticipated increases or decreases in those categories are considered. On May 2, 2024, the Housing Board reviewed, discussed, and approved the tentative budgets presented by BLVD Residential and District staff. The final FY 24/25 budgets for College Vista, Cañada Vista, and College Ridge (Skyline College) are now being brought for the board's consideration and adoption.

#### RECOMMENDATION

Staff recommends the Housing Board adopt the FY 24/25 budgets for College Vista, Cañada Vista, and College Ridge (Skyline College).

# File Attachments

College Vista Budget 24-25.pdf (68 KB)

Canada Vista Budget 24-25.pdf (68 KB)

College Ridge Budget 24-25.pdf (67 KB)

# 9. STATEMENTS FROM CORPORATION DIRECTORS

Subject 9.1 Items for Future Discussion

Meeting Aug 1, 2024 - Regular Meeting of Educational Housing Corporation Board of Directors

Category 9. STATEMENTS FROM CORPORATION DIRECTORS

Access Public

Type

# 10. PUBLIC COMMENTS ON CLOSED SESSION ITEMS ONLY

Subject 10.1 Comments by Community Members

Meeting Aug 1, 2024 - Regular Meeting of Educational Housing Corporation Board of Directors

Category 10. PUBLIC COMMENTS ON CLOSED SESSION ITEMS ONLY

Access Public

Type

# 11. CLOSED SESSION ITEMS FOR DISCUSSION

Subject 11.1 Pursuant to Gov. Code §54956.9 (d)(4): Conference with Legal Counsel -

Anticipated Litigation: Initiation of Litigation - Number of Potential Cases: 1

Meeting Aug 1, 2024 - Regular Meeting of Educational Housing Corporation Board of Directors

Category 11. CLOSED SESSION ITEMS FOR DISCUSSION

Access Public

Type

# 12. CLOSED SESSION

Subject 12.1 Recess to Closed Session

Meeting Aug 1, 2024 - Regular Meeting of Educational Housing Corporation Board of Directors

Category 12. CLOSED SESSION

Access Public

Type

# 13. RECONVENE TO OPEN SESSION

Subject 13.1 Announcement of Reportable Action Taken in Closed Session (if

necessary)

Meeting Aug 1, 2024 - Regular Meeting of Educational Housing Corporation Board of Directors

Category 13. RECONVENE TO OPEN SESSION

Access Public

Type