

Thursday, May 1, 2025  
Regular Meeting of Educational Housing Corporation Board of Directors  
SAN MATEO COUNTY COMMUNITY COLLEGES EDUCATIONAL HOUSING CORPORATION

Board of Directors, Regular Meeting  
May 1, 2025 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/83020395542>  
Dial-In: +1 669 444 9171 - Webinar ID: 83020395542

## 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

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.**

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Subject :	1.1 Call to Order / Roll Call
Meeting :	May 1, 2025 - Regular Meeting of Educational Housing Corporation Board of Directors
Category :	1. OPEN SESSION - 3:00 P.M.
Type :	

## **2. REVIEW AND APPROVE THE ORDER OF AGENDA**

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### 3. PUBLIC COMMENTS ON NON-AGENDA ITEMS

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Subject : 3.1 Comments by Community Members  
Meeting : May 1, 2025 - Regular Meeting of Educational Housing Corporation Board of Directors  
Category : 3. PUBLIC COMMENTS ON NON-AGENDA ITEMS  
Type :

### 4. APPROVAL OF MINUTES

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Subject : 4.1 Approval of Minutes from February 6, 2025 Meeting  
Meeting : May 1, 2025 - Regular Meeting of Educational Housing Corporation Board of Directors  
Category : 4. APPROVAL OF MINUTES  
Type :

## Public Content

TO: Educational Housing Corporation Board of Directors

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

#### **APPROVAL OF MINUTES FROM February 6, 2025 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**

[2025 0206 Minutes of the Educational Housing Corporation Board Meeting.pdf \(131 KB\)](#)

### 5. DISTRICT STAFF UPDATES

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Subject : 5.1 Housing Administrator Updates (5 Mins.)  
Meeting : May 1, 2025 - Regular Meeting of Educational Housing Corporation Board of Directors  
Category : 5. DISTRICT STAFF UPDATES  
Type :

## Public Content

TO: Educational Housing Corporation Board of Directors

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

1. On March 14, 2025, 251 employees received an annual waitlist information update request. Since then, 103 employees have updated their information, while 148 are pending. Two follow-up requests will be sent to those who haven't responded before summer.

2. Employee Housing Waitlist Numbers as of April 28, 2025.

	1/30/25 Waitlist	Housed	Dropped	Added	Current Waitlist	<b>Net Change 1/30-4/28</b>	Offered Units	Expected Waitlist
Full-Time Faculty	45	0	0	5	50	<b>+5</b>	0	50
Full-Time Staff	172	1	6	10	175	<b>+3</b>	0	175
Adjunct Faculty	65	0	0	3	68	<b>+3</b>	0	68
<b>Total</b>	<b>282</b>	<b>1</b>	<b>6</b>	<b>18</b>	<b>293</b>	<b>+11</b>	<b>0</b>	<b>293</b>

4. Breakdown of waitlisted employees and the unit sizes for which they are eligible. Priority classifications also segment the table, as full-time employees have priority for vacant units.

	1 BR	2 BR	3 BR	Total
Full-Time Faculty	20	20	10	50
Full-Time Staff	90	42	43	175
<b>Full-Time Total</b>	<b>110</b>	<b>62</b>	<b>53</b>	<b>225</b>
Adjunct Faculty	32	27	9	68
<b>Total Waitlist Requests</b>	<b>142</b>	<b>89</b>	<b>62</b>	<b>293</b>
Total Units (all 3 sites)	57	62	15	134

## 6. BLVD RESIDENTIAL UPDATES

Subject :6.1 Occupancy and Operations Update (5 Mins.)

Meeting :May 1, 2025 - Regular Meeting of Educational Housing Corporation Board of Directors

Category :6. BLVD RESIDENTIAL UPDATES

Type :

# Public Content

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.

4/14/2025	OCCUPANCY		VACANT	NOTICE
Canada Vista	98.3%	59/60	2-211 M/O 3/27	None
College Vista	100%	44/44	None	None
College Ridge	100%	30/30	None	None

# 7. DISCUSSION

Subject :7.1 Review of Q3 Financial Statements for FY 2024-25 (15 Mins.)

Meeting :May 1, 2025 - Regular Meeting of Educational Housing Corporation Board of Directors

Category :7. DISCUSSION

Type :

# Public Content

TO: Educational Housing Corporation Board of Directors

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

PREPARED BY: Sabrina Cosentino, Regional Manager, BLVD Residential

## REVIEW OF Q3 YEAR-TO-DATE FINANCIAL STATEMENTS FOR FY 2024-25

Attached for the Housing Board's review are the Quarter 3 Financial Statements for FY 24/25:College Vista, Cañada Vista,College Ridge (Skyline College)

## File Attachments

[24-25 Q3 Canada Vista - Summary - Budget vs Actual.pdf \(719 KB\)](#)

[24-25 Q3 College Vista - Summary - Budget vs Actual.pdf \(749 KB\)](#)

[24-25 Q3 College Ridge - Summary - Budget vs Actual.pdf \(718 KB\)](#)

Subject : 7.2 Housing Amenity Fees (20 Mins.)

Meeting : May 1, 2025 - Regular Meeting of Educational Housing Corporation Board of Directors

Category : 7. DISCUSSION

Type :

## Public Content

TO: Educational Housing Corporation Board of Directors  
FROM: David McLain, Executive Director of Community & Government Relations  
PREPARED BY: Sabrina Cosentino, Regional Manager, BLVD Residential

### HOUSING AMENITY FEES

Since the opening of the District's first employee housing complex, monthly amenity fees have been added to the base rent of specific units with enhanced features such as enclosed/attached garages, views, top-floor placements, dens, and townhouse-style units with more square footage. Attached is a summary outlining the various amenity fees and the number of units assigned amenity fees that can add up to \$200 per unit per month to the base rent.

This is brought to the Housing Board for information and discussion.

## File Attachments

[4 28 2025 AMENITY DETAILS PER LOCATION.docx \(20 KB\)](#)

## 8. ACTION ITEMS

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Subject : 8.1 Tentative Budget for FY 2025-2026 (10 Mins.)

Meeting : May 1, 2025 - Regular Meeting of Educational Housing Corporation Board of Directors

Category : 8. ACTION ITEMS

Type :

## Public Content

TO: Educational Housing Corporation Board of Directors  
FROM: David McLain, Executive Director of Community & Government Relations  
PREPARED BY: Sabrina Cosentino, Regional Manager, BLVD Residential

### TENTATIVE BUDGET FOR FY 2025-26

Each year, the Housing Board adopts budgets for the housing complexes. These budgets are generally based on spending from the prior year and consider any anticipated increases or decreases in those categories.

Attached for the Housing Boards review are the tentative FY 2025-2026 budgets for:

- College Vista
- Cañada Vista
- College Ridge (at Skyline College)

## File Attachments

[Canada Vista Budget FY 25-26 - EHC SUMMARY.pdf \(657 KB\)](#)

[College Vista Budget FY 25-26 - EHC SUMMARY.pdf \(656 KB\)](#)

[College Ridge Budget FY 25-26 - EHC SUMMARY.pdf \(659 KB\)](#)

## 9. STATEMENTS FROM CORPORATION DIRECTORS

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Subject : 9.1 Items for Future Discussion

Meeting : May 1, 2025 - Regular Meeting of Educational Housing Corporation Board of Directors

Category : 9. STATEMENTS FROM CORPORATION DIRECTORS

Type :

## 10. PUBLIC COMMENT ON CLOSED SESSION ITEMS ONLY

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Subject : 10.1 Comments by Community Members

Meeting : May 1, 2025 - Regular Meeting of Educational Housing Corporation Board of Directors

Category : 10. PUBLIC COMMENT ON CLOSED SESSION ITEMS ONLY

Type :

## 11. CLOSED SESSION ITEMS FOR DISCUSSION

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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 : May 1, 2025 - Regular Meeting of Educational Housing Corporation Board of Directors

Category : 11. CLOSED SESSION ITEMS FOR DISCUSSION

Type :

## 12. CLOSED SESSION

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Subject : 12.1 Recess to Closed Session

Meeting : May 1, 2025 - Regular Meeting of Educational Housing Corporation Board of Directors

Category : 12. CLOSED SESSION

Type :

## 13. RECONVENE TO OPEN SESSION

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

Meeting : May 1, 2025 - Regular Meeting of Educational Housing Corporation Board of Directors

Category :

13. RECONVENE TO OPEN SESSION

Type :

**14. ADJOURNMENT**

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