



Minutes of the Educational Housing Corporation Board Meeting

April 19, 2021

ZOOM Webinar

Attendees:	Other Attendees:
Dennis McBride, President	Mitchell Bailey, SMCCCD
Maurice Goodman, Vice President	Bernata Slater, SMCCCD
Peggy Berlese, Treasurer	Michael Kenny, Kenny Realty
Jonathan Wax	Caryn Kenny, Kenny Realty
Michael Pierce	Bob Talbott, BLVD Residential
Kate Williams-Browne	Scott Mencaccy, BLVD Residential
Richard Holober	Yaakov Strauss, BLVD Residential
	Jonathan Garcia, BLVD Residential
	Carina Warne, SMCCCD
	Bryan Besnyi, SMCCCD

Call to Order and Roll Call

The meeting was called to order at 3:08 pm. Members in attendance are listed above.

Public Comments on Non-Agenda Items

None

INFORMATION ITEMS

Property Manager Introduction and Review of Transition

Mr. Bailey thanked Kenny Realty for their partnership with the Housing Board, residents, and the District during the past 15 years. He said Kenny Realty has been gracious with their time, knowledge, and expertise during the property manager transition.

Mr. Bailey welcomed BLVD Residential as the new property managers and introduced Bob Talbott, CEO; Scott Mencaccy, President; Yaakov Strauss, Regional Property Manager; and Jonathan Garcia, Associate Regional Manager.

Mr. Talbott introduced himself and the BLVD Residential team. He extended his appreciation to Kenny Realty for their knowledge and assistance during the transition. He said he is proud and pleased to be working with the Housing Board and the District.

Mr. Bailey said the month of April is being used as a transition month and that all residents have been notified. He said he plans to schedule virtual Meet-and-Greets for each Vista in order to introduce the BLVD Residential team and answer any questions residents may have.

Ms. Browne asked about BLVD Residential's experience with Faculty and Staff Housing. Mr. Talbott said BLVD Residential has managed the Faculty and Staff Housing at Stanford University for several years, and also manages the interim housing for long-term care patients at Stanford as well.

The Board thanked Kenny Realty for their service and wished them the best on their future endeavors.

Review of Financial Reports through December 31, 2020

Mr. Bailey gave a presentation on the financial reports through December 31, 2020. He started by saying that the Board will notice some items in the budget have exceeded the budgeted amount. This is due to increased maintenance and repair costs due to increased vacancies, water heater leaks at Cañada Vista, and aging building life (16+ years at College Vista).

Ms. Kenny said there have been increased costs for flooring, cleaning, painting, and plumbing. She also mentioned that maintenance costs have increased in general during the pandemic because residents are working from home. She said the increase in vacancies is due to many residents taking advantage of the softening rental market and lower rent prices throughout the Bay Area.

Ms. Berlese asked if the rent concessions are complete. Mr. Bailey said the last rent concession payments were completed in October 2020. Ms. Berlese also asked if all vacant units at Cañada Vista are filled. Mr. Bailey said there are still vacant units at Cañada Vista and some of the delay is due to challenges scheduling vendors to perform work. Mr. Bailey also pointed out that there are now 250 employees on the waitlist, which is actually fewer than in recent years.

Mr. Pierce commented on the format of the budget documents. He said in order for the budget documents to be an analysis tool, the formatting needs to be updated. Mr. Bailey said he will work with BLVD Residential on revising the format for future financial reports and get feedback from the Board at the next meeting in June.

Mr. McBride asked about the status of the Cañada Vista landscaping project. Mr. Bailey said the landscaping project at Cañada Vista is being reassessed to get a better sense of the scope. He said a good portion of landscaping was removed during the Cañada Vista construction project and now is the opportunity to strategically evaluate what landscaping should be replaced. He said the resident garden will also be included in the project. Mr. Bailey also noted that he recently walked the east side of Cañada Vista Building 1 with the District groundskeeping team to identify needs for tree trimming. Mr. Bailey said, working in collaboration with BLVD Residential, all of these factors will be considered for the Cañada Vista landscaping project.

College Ridge at Skyline College Development Update

Mr. Bailey gave an update on the College Ridge at Skyline College development project. He said the District Board of Trustees approved awarding a contract to Guzman Construction to begin vertical construction on the two buildings. He said this is a 12-14-month project and the goal is to have substantial completion by Spring 2022.

Discussion of Policy Manual Topics

Mr. Bailey said the intention of this item is not to take any action today, but to start the conversation and receive insight from the Board about policies that need further exploring. He said the Housing Board does not have a formal policy manual. Although the Board makes decisions and settles issues, there is not a formal, established comprehensive guide. Mr. Bailey said the Board has settled issues relating to occupancy term limits, allocation of units based on household size, and rental increases, but there are other items that may need formal policy. Mr. Bailey said a formal policy manual would assist District staff, the Housing Board, and residents to make sure we are all operating within guidelines.

Ms. Browne gave her support and said this is long overdue. She said it is critical that the Board have constitution and bylaws and use those as guides. Mr. Wax also gave his support and suggested adding policy on waitlist management and increased communication.

Mr. Holober commented that, being a new member of the Board, he looks forward to the opportunity to revisit some current policies. He also said he is very mindful of balance and fairness when it comes to the number of employees of the waitlist and terms of current residents.

Mr. Pierce asked who the intended audience of the policy manual is. Mr. Bailey said having a policy manual formalized in writing would allow anyone to use it. He said it would allow the Board, the property manager, District staff, and residents to all be on the same page. Mr. McBride commented that a written policy manual would increase transparency.

Mr. Goodman asked Ms. Browne and Mr. Wax, as faculty and classified staff representatives, to ask their constituency groups for feedback and concerns about Housing. Mr. Wax said he will bring this item to CSEA meetings and Classified Senate. Mr. Bailey said additional outreach or surveys can also be done to the employees on the waitlist for feedback. He suggested bringing that feedback to the Housing Board at a later meeting.

Mr. McBride gave his support for policy review. He said he is concerned about the number of employees on the waitlist and it might be time to have difficult conversations about reducing occupancy terms. Another item to consider is employee income and spouse's income, if applicable. Mr. McBride suggested taking certain policies and reviewing them one at a time.

Mr. McBride also discussed the Housing Board composition, noting that the original intent of the Housing Board was to be independent from the District. Mr. Wax agreed with Mr. McBride regarding further conversation about Board makeup. Ms. Berlese said she thinks that some Board members may be reaching the end of their term. Mr. Goodman said a Board member succession plan should be developed and more intentional thought put into having the Board represent all employees.

Ms. Berlese suggested further conversation about payroll deductions to assist employees with saving and planning.

Continued Discussion of Purpose and Mission of Employee Housing Program

Mr. Bailey started the discussion of purpose and mission of employee housing program. He said the employee housing program was created 16 years ago as a recruitment and retention tool. He asked the Board to consider if this is still the goal. Mr. Bailey also said the District Board of

Trustees may need to consider if there is an intention to build additional housing complexes in the future.

Mr. Holober acknowledged the housing crisis and said there is no quick solution, even if the District Board of Trustees approved building additional housing complexes. Mr. McBride asked where additional housing would be built. Mr. Bailey said the Skyline College Ridge project is partially financed by the sale of land, but there is no other District property identified for sale at this time. Ms. Berlese asked if there are any underutilized District buildings that could be easily converted to housing. Mr. Strauss asked if the District has ever considered purchasing a market rate building and converting it to housing.

Mr. Goodman said thinking about the future of District housing really depends on the cost of construction. Mr. Goodman suggested the District Board and the Housing Board have a joint Study Session to have this conversation together.

ACTION ITEMS

Approval of Minutes

Approval of Minutes from August 18, 2020 meeting

It was moved by Mr. Goodman and seconded by Mr. Pierce to approve the minutes. The motion carried, with all members voting Aye.

Approval of Minutes of September 15, 2020

It was moved by Mr. Pierce and seconded by Ms. Berlese to approve the minutes. The motion carried, with all members voting Aye.

Approval of Minutes of September 29, 2020

It was moved by Mr. Goodman and seconded by Mr. Wax to approve the minutes. The motion carried, with all members voting Aye.

Approval of Minutes of November 18, 2020

It was moved by Ms. Berlese and seconded by Mr. Pierce to approve the minutes as amended. Mr. Goodman abstained. The motion carried.

Approval of Minutes of December 8, 2020

It was moved by Mr. Pierce and seconded by Ms. Berlese to approve the minutes as amended. Mr. Goodman abstained. The motion carried.

ADJOURN

The meeting was adjourned at 4:37 pm.