



**Minutes of the Educational Housing Corporation
Regular Board Meeting
February 6, 2025
In-Person at the District Office (3401 CSM Drive, San Mateo, CA 94402)
and ZOOM Webinar**

Directors:	Other Attendees:
Michael Pierce, President	David McLain, SMCCCD
Richard Holoher, Vice President	Peter Fitzsimmons, SMCCCD
Grace Beltran, Treasurer	Carina Warne, SMCCCD
Peggy Berlese	Sabrina Cosentino, BLVD Residential
Wayne Lee	Yaakov Strauss, BLVD Residential
Brittney Sneed	Stephanie Montenegro, BLVD Residential
Meta Townsley	John Nibbelin, County Counsel

OPEN SESSION

Call to Order and Roll Call

President Pierce called the meeting to order at 3:04 p.m. Members in attendance are listed above.

President Pierce attended the meeting via ZOOM.

John Nibbelin joined the meeting at 3:36 p.m.

Welcome New Housing Director

President Pierce announced the resignation of Director Michael Guingona from the Educational Housing Corporation Board of Directors. He said the Board of Trustees approved the nomination of Trustee Wayne Lee to complete the remainder of Director Guingona's term ending December 2027. President Pierce welcomed new Director Wayne Lee.

Review and Approve the Order of the Agenda

The order of the agenda was approved unanimously with all members voting aye.

Public Comments on Non-Agenda Items

Monique Ubungen, new resident at College Ridge, commented about door locks and installation of fiber internet.

The Board directed staff to investigate these issues and report back at the next meeting.

Approval of Minutes

It was moved by Director Lee and seconded by Director Holober to approve the Minutes of November 7, 2024. Director Pierce abstained with all other members voting aye. The motion carried.

District Staff Updates

Mr. McLain reported that the amenity fee agenda item will be brought to the next meeting in May.

Mr. McLain gave an update on the College Vista Roofing Shingle Replacement Project. He said the SMCCCD Facilities Planning Department is overseeing the project and bid documents are being developed now. The estimated project start is June 2025.

Mr. McLain provided an update on the status of the Faculty & Staff Housing Waitlist. He said the waitlist has a total of 282 employees (45 Full Time Faculty, 172 Full Time Staff, and 65 Adjunct Faculty).

BLVD Residential Updates

Ms. Cosentino provided an occupancy update. She said Cañada Vista is 98.3% occupied with 1 vacancy, College Vista is 97.7% occupied with 1 vacancy, and College Ridge is 96.7% occupied with 1 vacancy. Ms. Cosentino reported that all of the ADA units are now rented.

DISCUSSION ITEMS

Review of Q2 Financial Statements for FY 2024-2025

Ms. Cosentino presented the Quarter 2 Financial Statements for 2024-2025 for Canada Vista. She reported slight variances in contract services including fire and life safety expenses and dry wall repair due to plumbing/water heater leaks. Ms. Townsley asked if BLVD Residential knows the age of each water heater so they can plan ahead for life expectancy. Ms. Cosentino said it's hard to predict how long a water heater will last, but the Reserve Study helps to estimate the remaining useful life. Mr. Lee asked about water heater inspections. Ms. Cosentino said there are two different inspections. One inspection is an annual water heater flushing to preserve the life expectancy. The other inspection is an annual inspection performed by BLVD Residential staff in each unit to check the plumbing and appliances and verify the unit is in working order.

Ms. Cosentino presented the Quarter 2 Financial Statements for 2024-2025 for College Ridge. She reported a significant variance in utilities especially water. Ms. Cosentino said College Ridge recently underwent an irrigation repair project, so BLVD Residential is investigating to see if there is are any leaks. Ms. Townsley asked about dryer vent cleaning. Ms. Cosentino said dryer vent cleaning is an annual service that is done at all three properties as a fire precaution.

Ms. Cosentino presented the Quarter 2 Financial Statements for 2024-2025 for College Vista. Ms. Townsley asked about the sewer bill line item. Mr. Fitzsimmons said BLVD Residential pays

the sewer bill out of the operating expenses and this particular expense fluctuates because the City of San Mateo has a substantial sewer tax.

Review Housing Waitlist Breakdown by Unit Size

Mr. McLain presented the Housing Waitlist Breakdown by Unit Size. During the November 7, 2024, Educational Housing Corporation Board Meeting, Director Townsley requested a breakdown of which unit size each employee household on the waitlist is eligible for. He said there is a total of 150 eligible for a 1-bedroom unit, 75 eligible for a 2-bedroom unit, and 56 eligible for a 3-bedroom unit. Mr. McLain also clarified that full time employees have priority. Ms. Beltran asked to add a breakdown of ADA units to this information.

ACTION ITEMS

Annual Election of Officers

It was moved by Mr. Holober and seconded by Ms. Berlese to nominate Mr. Pierce to serve as President. There were no other nominations. The motion carried unanimously, with all members voting aye.

It was moved by Mr. Lee and seconded by Ms. Berlese to nominate Mr. Holober to serve as Vice President. There were no other nominations. The motion carried unanimously, with all members voting aye.

It was moved by Mr. Holober and seconded by Mr. Lee to nominate Ms. Beltran to serve as Treasurer. There were no other nominations. The motion carried unanimously, with all members voting aye.

Statements from Corporation Directors

None

Public Comment on Closed Session Items Only

None

Recess to Closed Session

President Pierce announced the Closed Session item for discussion is a Conference with Legal Counsel – Anticipated Litigation: Initiation of Litigation – Number of Potential Cases: 1

Reconvene to Open Session

President Pierce announced there was no reportable action taken during Closed Session.

Adjournment

The meeting was adjourned at 4:36 p.m.