



SSFHA
South San Francisco
Housing Authority

350 C Street South San Francisco CA

Office: 650-583-7631

AGENDA
Annual Meeting
Monday May 12, 2025 at 6:00pm

Pledge of Allegiance

- I. Roll Call and Declaration of Quorum
- II. Public Comment (Comments are limited to 3 minutes)
- III. Previous Minutes: Regular Meeting April 14, 2025
- IV. New Business:
 - A. Election of Officers:
 - Chair
 - Vice-Chair
 - *Public Comment**
- V. Executive Director Report:
 - A. Housing Related Hazards Grant and Lead Paint Hazards Grant Project Status
***Public Comment**
- VI. Approval of Disbursements:

Management Vouchers #2681 to #2700 in the amount of \$36,658.23
and ACH Payments from 4-2-2025 to 4-24-2025 in the amount of \$82,689.98
for a total of \$119,348.21 for the month of April 2025

***Public Comment**
- VII. Closed Session:
 - A. Public Employee Performance Evaluation Government Code section 54957
(Executive Director Review, report and recommendation from Committee)
- VIII. Comments from Commissioners:
***Public Comment**
- IX. Adjournment: **Next Regular Meeting June 9, 2025 @ 6:00pm**



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Public Participation Notice

The South San Francisco Housing Authority Board of Commissioners, welcomes all members of the public to attend the monthly board meetings in person or remotely. The public can also submit written comments to be presented at any regular or special meeting.

To attend in person:

Next Annual Meeting: Monday May 12, 2025

@6:00pm

South San Francisco Housing Authority

350 C Street, South San Francisco, CA 94080

To attend remotely public access:

Topic: SSF Housing Authority Board Meeting

Time: May 12, 2025 6:00pm Pacific Time (Us and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/85145989946?pwd=3lWag3ynwkl2QabeT2tFQCjX10cBvj.1>

Meeting ID: 851 4598 9946

Passcode: 420128

How to Submit Written Public Comment: Members of the public not wishing to participate remotely or in person are encouraged to submit public comments in writing in advance of the meeting by 12:00 p.m. on Monday May 12, 2025

Public comments provided in advance should identify the Agenda Item Number in the SUBJECT Line of the email. The comments will be read into the record, with a maximum allowance of 3 minutes per individual comment, subject to the Chairperson's discretion.

All emailed comments should be a maximum of 500 words, which corresponds to approximately 3 minutes of speaking time. If a comment is received after the agenda item is heard but before the close of the meeting, the comment will still be included as a part of the record of the meeting and read into the record. Comments that are not in compliance with the Housing Authority's rules of decorum may be summarized for the record rather than read verbatim. We value your input and participation, if you cannot attend by zoom, please send us your 3-minute comments as follows: Email: sosfha@sbcglobal.net

**MINUTES OF THE SPECIAL MEETING OF
THE HOUSING AUTHORITY OF THE CITY OF SOUTH SAN FRANCISCO
HELD ON:
April 14, 2025
DRAFT**

The meeting was called to order at 6:00 pm by Chair A. Sharma followed by the pledge of allegiance. Present were as follows and a quorum was declared:

PRESENT:

Commissioners A. Sharma, M. Rashid, L. Mercado, J. Rivas, N. Nunez and T. Powell

ABSENT:

None

PUBLIC COMMENT:

No public comment during this item on the agenda.

PREVIOUS MINUTES:

Minutes of March 10, 2025 were reviewed and a motion was made by Commissioner N. Nunez to approve the minutes of March 10th and seconded by Vice-Chair M. Rasheed; motion passed by Commissioners present.

Minutes of March 19, 2025 were reviewed and a motion was made by Vice-Chair M. Rashid to approve the minutes of the Special Meeting held on March 19, 2025 and seconded by Commissioner L. Mercado; motion passed by Commissioners present with one abstention by Commissioner N. Nunez.

NEW BUSINESS:

- A. Approval of Amendment to The Agency 5-year plan year 2022 – 2006. Grammatical edits only were requested by Commissioner N. Nunez to remove the symbol “&” and replace it with the word “and” in all areas where the symbol was used.

Resolution 1149 Resolution Approving Amendments to The Agency 5-year Plan for Year 2022 Through Year 2026 And Certifications of Compliance with PHA Plan and Related Regulations was read and a motion to approve was made by Commissioner T. Powell and seconded by Commissioner J. Rivas. Roll Call was taken as follows:

Chair A. Sharma - Yea

Vice-Chair M. Rashid - Yea

Commissioner L. Mercado - Yea

Commissioner T. Powell - Yea

Commissioner J. Rivas - Yea

No Abstentions

No Nays

Motion passed by Commissioners present

NEW BUSINESS-CONTINUED:

- A.** Approval of Amendment to The Agency 5-year plan year 2022 – 2006:
Resolution 1150 Resolution Civil Rights Certifications was read and a motion to approve was made by Commissioner T. Powell and seconded by Commissioner L. Mercado.
Roll Call was taken as follows:
Chair A. Sharma - Yea
Vice-Chair M. Rashid - Yea
Commissioner L. Mercado - Yea
Commissioner T. Powell - Yea
Commissioner J. Rivas - Yea
No Abstentions
No Nays
Motion passed by Commissioners present
- B.** Board Protocols and Best Practices presented by Mary Wagner, Legal Counsel:
Resolution 1147 was read and a minor edit was requested by Commissioner N. Nunez to correct the word “Commissioner “to “Commissioners” and add “Best Practices” as part of the title of the resolution in all areas where the policy is mentioned. Motion made by Commissioner N. Nunez and seconded by Commissioner L. Mercado. Roll Call was taken as follows:
Chair A. Sharma - Yea
Vice-Chair M. Rashid - Yea
Commissioner L. Mercado - Yea
Commissioner T. Powell - Yea
Commissioner J. Rivas - Yea
No Abstentions
No Nays
Motion passed by Commissioners present
- C.** Approval of PILOT payment of \$14,150.35 for year ending 3/31/2025: Motion was made by Commissioner N. Nunez and seconded by Commissioner J. Rivas, motion passed by all Commissioners present.
- D.** Establishment of Committee for Executive Director Performance Review:
The Executive Director chose Tenant Commissioner J. Rivas to serve on the Performance Review Committee along with Chair A. Sharma and Vice-Chair M. Rashid.

EXECUTIVE DIRECTOR REPORT:

- A.** Housing Related Hazards Grant and Lead Paint Hazards Grant Project Status:
It was reported by Executive Director, L. Taylor that currently all the preliminary work is being done such as the amendment to the 5-year plan to move to the next step of the project which is to do the Environmental Study.

APPROVAL OF DISBURSEMENTS:

Motion was made by Commissioner T. Powell and seconded by Commissioner L. Mercado to approve Management Vouchers #2644 to #2655 in the amount of \$21, 722.96 and ACH Payments from 2-04-25 to 2-27-25 in the amount of \$51,437.79 for a grand total of \$73,160.75 for the month of February 2025. Motion passed by Commissioners present

Motion was made by Commissioner J. Rivas and seconded by Commissioner L. Mercado to approve Management Vouchers #2656 to #2670 in the amount of \$45,776.71 and ACH Payments from 03-04-2025 to 3-27-2025 in the amount of \$58,934.23 for a total of \$104,710.94 for the month of March 2025. Motion passed by Commissioners present

COMMENTS FROM COMMISSIONERS:

Chair A. Sharma thanked the Board for their attendance and hard work.

Meeting was adjourned at 7:28 pm

Seal

Chairperson

Attest

Secretary