



SSFHA
South San Francisco
Housing Authority

350 C Street South San Francisco CA

Office: 650-583-7631

AGENDA
Regular Meeting
Monday July 14, 2025 at 6:00pm

Pledge of Allegiance

- I. Roll Call and Declaration of Quorum
- II. Public Comment (Comments are limited to 3 minutes)
- III. Special Presentation for Commissioner Luis Mercado Jr. and Commissioner N. Nunez, whose term expired on March 31, 2025 and are not seeking reappointment. The SSF Housing Authority Board of Commissioners would like to recognize their years of service and contribution to improving the quality of life for the SSF Housing Authority Community
***Public Comment**
- IV. Previous Minutes: Regular Meeting May 12, 2025. *No Minutes for June 16, 2025
- V. New Business:
 - A. Request Board Approval of CalPERS unfunded liability annual lump sum payment
***Public Comment**
- VI. Executive Director Report:
 - A. Housing Related Hazards Grant and Lead Paint Hazards Grant Project Status
***Public Comment**
 - B. Youth Internship Program July 28th through August 8, 2025
***Public Comment**
 - C. National Night Out August 5th, 2025
***Public Comment**
- VII. Approval of Disbursements:

Management Vouchers #2701 to #2721 in the amount of \$33,042.23 and ACH Payments from 5-2-2025 to 5-30-2025 in the amount of \$31,602.23 for a total of \$64,644.88 for the month of May 2025
***Public Comment**

Management Vouchers #2723 to #2748 in the amount of \$35,649.65 and ACH Payments from 6-3-25 to 6-25-25 in the amount of \$37,741.51 for a total of \$73,391.16 for the month of June 2025
***Public Comment**



SSFHA
South San Francisco
Housing Authority

350 C Street South San Francisco CA

Office: 650-583-7631

VIII. Closed Session:

A. Public Employee Performance Evaluation Government Code section 54957
(Executive Director Review, Report and Recommendation from Committee)

IX. New Business - Continued:

Approve Amendment to Employment Agreement with Executive Director, increasing the annual salary.

***Public Comment**

X. Comments from Commissioners:

***Public Comment**

XI. Adjournment: **Next Regular Meeting August 11, 2025 @ 6:00pm**



SSFHA
South San Francisco
Housing Authority

350 C Street South San Francisco CA

Office: 650-583-7631

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 Regular Meeting: Monday July 14, 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: July 14, 2025 6:00pm Pacific Time (Us and Canada)

South San Francisco Housing Authority is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/87940324437?pwd=JNMjkSKgagpLJVo8MJKCPMcB0BNqOJ.1>

Meeting ID: 879 4032 4437

Passcode: 679300

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 July 14, 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:
May 12, 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

ABSENT:

Commissioners T. Powell and N. Nunez

PUBLIC COMMENT:

Members of the Community spoke on the election of officers, asked to keep the current leadership and to continue with the current Chair and Vice-Chair for consistency.

PREVIOUS MINUTES:

Minutes of April 14, 2025 were reviewed and a motion was made by Vice-Chair M. Rashid to approve minutes with edits to New Business, under 5-year plan should read 2033-2026. Motion was seconded by Commissioner J. Rivas. Motion passed by Commissioners present.

NEW BUSINESS:

A. Election of Officers Chair:

Vice-Chair M. Rashid nominated Chair A. Sharma to continue to serve as the Chair of the board. Chair A. Sharma accepted the nomination. Commissioner J. Rivas seconded the motion. No other nominations were made. Roll Call was taken as follows:

A. Sharma – Yea	No Abstentions
M. Rashid – Yea	Absent: Commissioner T. Powell
L. Mercado -Yea	Absent: Commissioner N. Nunez
J. Rivas – Yea	

Motion passed by Commissioners present

Election of Officers Vice-Chair:

Commissioner J. Rivas nominated Vice-Chair M. Rashid to continue as the Vice-Chair. Vice-Chair M. Rashid accepted the nomination. Motion was seconded by Chair A. Sharma. No other nominations were made. Roll Call was taken as follows:

B. Sharma – Yea	No Abstentions
M. Rashid – Yea	Absent: Commissioner T. Powell
L. Mercado -Yea	Absent: Commissioner N. Nunez
J. Rivas – Yea	

Motion passed by Commissioners present

EXECUTIVE DIRECTOR REPORT:

- A. Housing Related Hazards Grant and Lead Paint Hazards Grant Project Status:
It was reported by Executive Director, L. Taylor that now that all the preliminary paperwork has been done such as the amendment to the 5-year plan, all that's left is to get clarification as to who and what type of Environmental Study is needed. A. meeting is scheduled with HUD for clarity then once the Environmental Study is completed the committee will regroup to discuss the actual bid.

APPROVAL OF DISBURSEMENTS:

Motion was made by Commissioner J. Rivas and seconded by Commissioner L. Mercado to approve Management Vouchers #2681 to #2700 in the amount of \$36,658.23 and ACH Payments from 4-02-25 to 4-24-25 in the amount of \$82,689.98 for a grand total of \$119,348.21 for the month of April 2025. Motion passed by Commissioners present

CLOSED SESSION:

- A. Public Employee Performance Evaluation Government Code section 54957 (Executive Director Review, report and recommendation from the Committee)
No report out of closed session

COMMENTS FROM COMMISSIONERS:

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

Meeting was adjourned at 7:00 pm

Seal

Chairperson

Attest

Secretary

MEMORANDUM

TO: Board of Commissioners

DATE: July 10, 2025

FROM: Leah Taylor, Executive Director

SUBJECT: Annual Unfunded Accrued Liability Lump Sum Payment

Commissioners,

Please see the attached Annual Unfunded Accrued Liability Lump Sum Payment for Rate Plan 4199 in the amount of \$42,410.00 and Rate Plan 26695 in the amount of \$582.00, for a total of \$42,992.00. If approved to pay the annual lump sum payment oppose to monthly payments, the housing authority will save in unnecessary fees and interest charges.



California Public Employees' Retirement System
P.O. Box 942715, Sacramento, CA 94229-2709

888 CalPERS (or 888-225-7377)
TTY: (877) 249-7442 Fax: (800) 959-6545
www.calpers.ca.gov

California Public Employees' Retirement System

July 01, 2025

Leah Taylor
Housing Authority of the City of South San Francisco
350 C STREET
SOUTH SAN FRANCISCO, CA 94080

Business Unit: [REDACTED]
CalPERS ID: [REDACTED]
Invoice Number: [REDACTED]
Invoice Date: July 01, 2025
Payment Due Date: July 31, 2025

Description	Amount				
<p>Annual Unfunded Accrued Liability as of the June 30, 2023 Actuarial Valuation for Rate Plan Identifier 26695.</p> <p>The total minimum required employer contribution is the sum of the Plan's Employer Normal Cost Rate (expressed as a percentage of payroll) plus the Employer Unfunded Accrued Liability Contribution Amount.</p> <p>Your agency's monthly amount due toward the Unfunded Accrued Liability is:</p> <table border="0" data-bbox="186 955 738 1018"> <tr> <td>Amount</td> <td>Due Date</td> </tr> <tr> <td>\$50.08</td> <td>July 31, 2025</td> </tr> </table> <p>If you would like to prepay the entire Annual Payment toward your Plan's Unfunded Accrued Liability, you can submit the Annual Lump Sum Prepayment amount of \$582.00 to the invoice number above by July 31, 2025 instead of the monthly amount listed.</p> <p>Please refer to the June 30, 2023 Actuarial Valuation report for the details of this calculation. Reports are available at CalPERS On-Line or by visiting www.mycalpers.ca.gov</p> <p>Unfunded Accrued Liability contributions are to be paid in full by the payment due date each month. Payments that are not received in full on or before this date will be assessed interest on the total outstanding balance due (Public Employees' Retirement Law § 20572 (b)). Please note that this monthly statement is a demand for payment in accordance with Public Employees' Retirement Law § 20572 (a).</p> <p>For questions concerning your invoice, please call our CalPERS Customer Contact Center at 888 CalPERS (or 888-225-7377) and ask to be referred to the Financial Office.</p>	Amount	Due Date	\$50.08	July 31, 2025	
Amount	Due Date				
\$50.08	July 31, 2025				
Total Due	\$50.08				

18-437D

Please pay this statement using Electronic Funds Transfer (EFT) debit or Automated Clearing House (ACH) credit method. Please visit www.mycalpers.ca.gov to schedule a debit EFT payment or call our CalPERS Customer Contact Center at **888 CalPERS** (or **888-225-7377**) for information regarding EFT ACH credit payments. Please allow two banking days prior to the due date for payments to be received at CalPERS on time.

If you need to pay by check or money order, make sure it includes your agency's CalPERS ID, Invoice Number, and is payable to the California Public Employees' Retirement System. Please mail to the following address:

CalPERS
Financial Reporting & Accounting Services Division
Cash and Payment Processing Unit
P.O. Box 942703
Sacramento, CA 94229-2703



California Public Employees' Retirement System
P.O. Box 942715, Sacramento, CA 94229-2709

888 CalPERS (or 888-225-7377)
TTY: (877) 249-7442 Fax: (800) 959-6545
www.calpers.ca.gov

California Public Employees' Retirement System

July 01, 2025

Leah Taylor
Housing Authority of the City of South San Francisco
350 C STREET
SOUTH SAN FRANCISCO, CA 94080

Business Unit: [REDACTED]
CalPERS ID: [REDACTED]
Invoice Number: [REDACTED]
Invoice Date: July 01, 2025
Payment Due Date: July 31, 2025

Description	Amount				
<p>Annual Unfunded Accrued Liability as of the June 30, 2023 Actuarial Valuation for Rate Plan Identifier 4199.</p> <p>The total minimum required employer contribution is the sum of the Plan's Employer Normal Cost Rate (expressed as a percentage of payroll) plus the Employer Unfunded Accrued Liability Contribution Amount.</p> <p>Your agency's monthly amount due toward the Unfunded Accrued Liability is:</p> <table data-bbox="180 955 797 1029"> <tr> <td>Amount</td> <td>Due Date</td> </tr> <tr> <td>\$3,652.33</td> <td>July 31, 2025</td> </tr> </table> <p>If you would like to prepay the entire Annual Payment toward your Plan's Unfunded Accrued Liability, you can submit the Annual Lump Sum Prepayment amount of \$42,410.00 to the invoice number above by July 31, 2025 instead of the monthly amount listed.</p> <p>Please refer to the June 30, 2023 Actuarial Valuation report for the details of this calculation. Reports are available at CalPERS On-Line or by visiting www.mycalpers.ca.gov</p> <p>Unfunded Accrued Liability contributions are to be paid in full by the payment due date each month. Payments that are not received in full on or before this date will be assessed interest on the total outstanding balance due (Public Employees' Retirement Law § 20572 (b)). Please note that this monthly statement is a demand for payment in accordance with Public Employees' Retirement Law § 20572 (a).</p> <p>For questions concerning your invoice, please call our CalPERS Customer Contact Center at 888 CalPERS (or 888-225-7377) and ask to be referred to the Financial Office.</p>	Amount	Due Date	\$3,652.33	July 31, 2025	
Amount	Due Date				
\$3,652.33	July 31, 2025				
Total Due	\$3,652.33				

182370

Please pay this statement using Electronic Funds Transfer (EFT) debit or Automated Clearing House (ACH) credit method. Please visit www.mycalpers.ca.gov to schedule a debit EFT payment or call our CalPERS Customer Contact Center at **888 CalPERS** (or **888-225-7377**) for information regarding EFT ACH credit payments. Please allow two banking days prior to the due date for payments to be received at CalPERS on time.

If you need to pay by check or money order, make sure it includes your agency's CalPERS ID, Invoice Number, and is payable to the California Public Employees' Retirement System. Please mail to the following address:

CalPERS
Financial Reporting & Accounting Services Division
Cash and Payment Processing Unit
P.O. Box 942703
Sacramento, CA 94229-2703

183370

Housing Authority of the City of South San Francisco
350C Street, South San Francisco, CA 94080
(650) 583-7631

Program Dates & Time:

July 28th to August 8th

10 am-3pm

&

National Night Out Event

August 5th

5:30-7:30pm

Location:

350 C ST

South SF, CA 94080

Ages Between:

14 to 21



SUMMER YOUTH

INTERNSHIP PROGRAM

Attention All Youth:

If you wish to *help your community* and *gain Public Service Experience*, please complete the application attached. This is a paid internship on a **first come first serve basis, but no later than July 14, 2025**

Requirements:

- You must reside and be a member of household at the SSFHA C Street Site.
- If you are under the age of 18, you must have your parent or legal guardian sign the permission to work form and general release.

Available Opportunities



Clerical Data
Entry



Reception-
Front Desk



Landscaping
Project



Light Painting



**SOUTH SAN FRANCISCO HOUSING AUTHORITY
INVITES YOU TO**



POLICE • COMMUNITY PARTNERSHIPS



**COME AND JOIN US FOR AN EVENING OF
FUN, LAUGHTER AND CELEBRATION!**



MUSIC | FOOD | PRIZES | DANCE

SSFHA

**350 C ST., SOUTH SAN
FRANCISCO, CA, 94080**

AUGUST

05

**5:30-7:30
PM**

