



SSFHA
South San Francisco
Housing Authority

350 C Street South San Francisco CA

Office: 650-583-7631

AGENDA
Regular Meeting
Monday January 12, 2026 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 December 8, 2025.
- IV. New Business:
 - A. New Commissioners: Tonya Thomas and Claudia Penate
Introduction by Avin Sharma, Chair
***Public Comment**
 - B. Brown Act/Governance Training: Mary Wagner, Legal Counsel
Burke, Williams & Sorenson, LLP
***Public Comment**
- V. Executive Director Report:
 - A. Landscaping Project/Cal Water
***Public Comment**
 - B. Roof Repairs Update
***Public Comment**
- VI. Approval of Disbursements:
Management Vouchers #2916 to #2942 in the amount of \$74,793.62 and ACH Payments from 12-01-2025 to 12-31-2025 in the amount of \$96,374.05 for a total of \$171,187.67 for the month of December 2025
***Public Comment**
- VII. Comments from Commissioners:
- VIII. Adjournment: **Next Regular Meeting Monday February 9, 2026 @ 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 Regular Meeting: Monday January 12, 2026

@6:00pm

South San Francisco Housing Authority

350 C Street, South San Francisco, CA 94080

To attend remotely public access:

SSFHA is inviting you to a scheduled Board- Zoom meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/89088265699?pwd=dwWZBRJEtLFJTsMGcpSFp06aSwuP5I.1>

Meeting ID: 890 8826 5699

Passcode: 602903

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 January 12, 2026

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:
December 8, 2025
DRAFT**

The meeting was called to order at 6:05 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, B. Shipp & J. Rivas

ABSENT:

Commissioner T. Powell

PUBLIC COMMENT:

No comments

PREVIOUS MINUTES:

Minutes of October 14, 2025 were reviewed and a motion was made by Commissioner J. Rivas to approve minutes with one edit adding the date of the Minutes which was October 14, 2025. Motion was seconded by Commissioner B. Shipp. Motion passed by Commissioners present.

NEW BUSINESS:

- A. Special Recognition Presentation: Community Volunteers – SSFHA Community Garden & Landscaping Project. The following Volunteers were presented with a certificate of recognition, as follows: Marisol Kelly, Anthony Keylon, Mercedes DeChatman, Leonicio Picado, Raul Gomez, Blanca Gomez, Samuel Gomez, Sam Raie, Yamilette Guitierrez, Angel Raie & Margarita Penate.

EXECUTIVE DIRECTOR REPORT:

- A. Landscaping Project – Due date December 12, 2025. Thanks to the many volunteers that have come out daily to assist with the project, the SSFHA will be meeting this important deadline. The project is 90% complete with the final touches to be completed by December 12, 2025. There was a pouring of support and great turnout for the Community Garden Dedication Ceremony. Over 25 volunteers assisted, along with a special recognition presented by the City of SSF Mayor, Eddie Florez.
- B. Roof Repairs –Have been completed for buildings 364, 368 and 370. Proof of completion has been sent to the Insurance Company for reimbursement.
- C. Commissioner Retreat – All Commissioners who attended reported that Commissioner T. Powell did an amazing job presenting the overall training program, particularly the leadership training exercises which were very informative and engaging.

APPROVAL OF DISBURSEMENTS:

Motion was made by Vice-Chair M. Rashid and seconded by Commissioner J. Rivas to approve Management Vouchers #2854 to #2891 in the amount of \$85,305.05 and ACH Payments from 10-01-2025 to 10-31-2025 in the amount of \$53,547.82 for a grand total of \$138,852.87 for the month of October 2025. Motion passed by Commissioners present

Motion was made by Commissioner B. Shipp and seconded by Commissioner J. Rivas to approve Management Vouchers #2897 to #2915 in the amount of \$116,598.40 and ACH Payments from 11-04-2025 to 11-28-2025 in the amount of \$53,397.89 for a total of \$169,996.29 for the month of November 2025. Motion passed by Commissioners present

COMMENTS FROM COMMISSIONERS:

Vice-Chair M. Rashid asked to visit the issue of traffic along C Street, as the cars are speeding and not stopping at the stop sign. Vice-Chair M. Rashid suggested putting a speed bump for safety. The Executive Director stated the SSFHA Board of Commissioners does not have jurisdiction over city streets, as maintenance of all city streets is solely under the jurisdiction of the City of South San Francisco, Streets Dept/DPW. It was suggested that members of the Community as well as Commissioners attend a future City Council meeting to present their concerns.

Chair A. Sharma thanked the Board for their attendance and hard work and thanked the Community for all their support with the Landscaping Project.

Meeting was adjourned at 6:45 pm

Seal

Chairperson

Attest

Secretary