



**HOUSING ENDOWMENT AND REGIONAL TRUST (HEART)  
OF SAN MATEO COUNTY**

**SPECIAL MEETING**

**BOARD MEETING AGENDA  
MEETING NO. 149**

**DATE:** Monday, September 10, 2019  
**TIME:** 3:30 – 4:30 pm  
**PLACE:** Department of Housing, Venus Room, 264 Harbor Blvd., Building A,  
Belmont, CA 94402

**1.0 CALL TO ORDER/ ROLL CALL**

**2.0 PUBLIC COMMENT**

*Public comment permitted on both items on the agenda and items not on the agenda.*

**3.0 CONSENT CALENDAR**

**ACTION:** Motion to approve minutes from meeting of June 26, 2019 .....p. 2  
Motion to approve minutes from meeting of July 15, 2019 .....p. 5

**4.0 RESOLUTION 82 AUTHORIZING: A) THE EXECUTIVE DIRECTOR OR HIS  
DESIGNEE TO EXECUTE AN AGREEMENT WITH OPENSCOPE STUDIO  
FOR THE PROVISION OF ARCHITECTURAL SERVICES TO DEVELOP  
GREEN ACCESSORY DWELLING UNITS IN AN AMOUNT NOT TO EXCEED  
\$99,700; AND B) THE EXECUTIVE DIRECTOR OR HIS DESIGNEE TO  
EXECUTE AMENDMENTS TO THE AGREEMENT TO MODIFY HEART'S  
MAXIMUM FISCAL OBLIGATION BY NO MORE THAN \$30,000, AND/OR  
MODIFY THE AGREEMENT TERMS AND/OR SERVICES, SO LONG AS THE  
MODIFIED TERM(S) AND/OR SERVICES IS/ARE WITHIN THE CURRENT  
OR REVISED FISCAL PROVISIONS.**

**ACTION:** Approve Resolution 82 authorizing executing an agreement with OpenScope  
Studio for the provision of architectural services for the Green and Livable Accessory  
Dwelling Unit Resource (GLADUR) project .....Administrative Report p. 7  
Resolution p. 9  
Form of Contract Agreement p. 11

**5.0 EXECUTIVE DIRECTOR'S REPORT**

Report by Executive Director Sanchez (Oral report)

**6.0 OTHER NEWS AND ANNOUNCEMENTS**

6.1 **Next meeting date:** Wednesday, October 23, 2019, 3:00 - 4:30 pm, location to be  
announced.

**7.0 ADJOURN**