



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

**BOARD MEETING AGENDA
MEETING NO. 164**

DATE: Wednesday, June 23, 2021
TIME: 3:00 - 4:30 pm
PLACE: Virtual / Video Conference

DUE TO THE STATE OF CALIFORNIA'S DECLARATION OF EMERGENCY – THIS MEETING IS BEING HELD PURSUANT TO AUTHORIZATION FROM GOVERNOR NEWSOM'S EXECUTIVE ORDERS – PUBLIC MEETINGS ARE NO LONGER OPEN TO IN-PERSON ATTENDANCE. ANYONE CAN LISTEN AND PROVIDE COMMENTS REMOTELY IN THE WAYS DESCRIBED AT THE END OF THE AGENDA.

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 Consent Calendar (*all items approved under one motion*)

3.1 Minutes of May 26, 2021p. 3

3.2 Resolution 2021-07 authorizing the Executive Director to execute an agreement with the San Mateo County Department of Housing for the provision of fiscal and program services in the amount of \$8,100Staff Report and Resolution 2021-07 p. 6

3.3 Resolution 2021-08 authorizing the Executive Director to execute an agreement with the Housing Leadership Council for the provision of office space and administrative services in the amount of \$25,914Staff Report and Resolution 2021-08 p. 15

3.4 Resolution 2021-09 authorizing the Executive Director to execute an agreement with the County Counsel's Office for the provision of legal services
.....Staff Report and Resolution 2021-09 p. 25

4.0 ACCEPT \$7,000 GRANT FROM SAN MATEO COUNTY ASSOCIATION OF REALTORS FOR THE FIRST TIME HOMEBUYER PROGRAM

ACTION: Motion to accept grant (Oral Report: Sanchez)

5.0 MOTION TO ACCEPT THE FY 2019-20 AUDIT AND APPROVE SUBMITTAL OF FORM 990 FOR FISCAL YEAR 2019-20 TO THE INTERNAL REVENUE SERVICE

ACTION: Motion to accept the FY 19-20 audit and approve submittal of Form 990 for FY 19-20 to the Internal Revenue Service (Oral Report: Sanchez)

Attachment: FY 19-20 Audit
Attachment: FY 19-20 Form 990

6.0 EXECUTIVE DIRECTOR'S REPORT

- 6.1 New Funding Round for LHTF 2021 – August 3rd deadline
- 6.2 Bank of America Neighborhood Builder's Grant
- 6.3 MidPen Moss Beach project
- 6.4 Staff departures and updates

7.0 EXECUTIVE DIRECTOR'S ANNUAL SELF-EVALUATION

- 7.1 Executive Director's self-evaluation for 2020 (Oral report: Sanchez)

8.0 CLOSED SESSION

- 8.1 Public Employee Performance Evaluation (Government Code section 54957)
Title: Executive Director
- 8.2 Conference with Labor Negotiator (Government Code section 54957.6)
Agency Designated Representative: Board President
Unrepresented Employee: Executive Director

9.0 EXECUTIVE DIRECTOR'S COMPENSATION

- 9.1 Ad Hoc Executive Director Evaluation Committee recommendation on Executive Director's performance bonus for 2020 (Oral report: Chair Horsley)

ACTION: Motion on 2020 performance bonus

10.0 OTHER NEWS AND ANNOUNCEMENTS

Next meeting date: Wednesday, July 28, 2021

11.0 ADJOURN

To view and listen to the meeting please join Zoom Meeting:

<https://us02web.zoom.us/j/86940696076?pwd=TmtKK0psU2lYWncxMWdwSjdZL0pRUT09>

Meeting ID: **869 4069 6076** Passcode: **600094**

To listen by phone, dial **1-669-900-9128**.

Public comments can be submitted prior to, or during the meeting by email at info@heartofsmc.org and will be part of the official record. Public comment permitted on both items on the agenda and items not on the agenda.

ACCESSIBILITY: In compliance with the Americans with Disabilities Act, those with disabilities requiring special accommodations to participate in this meeting may contact HEART at (650) 204-5640 or info@heartofsmc.org. Notification 24 hours prior to the meeting will enable HEART to make reasonable arrangements to ensure accessibility to this meeting.