

**CITY OF RICHMOND**  
**Housing Advisory Commission**  
**Special Meeting**

**DATE: July 24, 2017**

**TIME: 3:00 p.m.**

**ADDRESS: ADMIN. Conference Room, 330 – 24<sup>th</sup> Street, Richmond, CA 94804**

**This meeting is held in a building that is accessible to people with disabilities.**

**Commissioners**

**Antheia  
Harrison-Farr  
Chair**

**Jaycine Scott  
Vice-Chair**

**Carol Hegstrom  
Secretary**

**John “JJ” Thorp**

**Virgil Weekes**

**Marichelle Alcantara**

**Tanise Smith**

**Ben Choi  
Council Liaison**

**AGENDA**

1. Call to Order and Pledge of Allegiance (1 min.)
2. Roll Call (1 min.)
3. Welcome and Meeting Procedures (1 min.) – Individuals who would like to address the commission on matters not listed on the Agenda may do so under Open Forum. Please file a speaker’s card with the note taker prior to the commencement of Open Forum. Individuals, who want to comment on an individual item, please file a speaker’s card before the item is called. The standard amount of time for each speaker will be three minutes.
4. Agenda Review and Adoption (4 min.)  
The order in which items will be heard may be adjusted at this time. Items may be removed from the Agenda at this time.
5. Approval of Minutes (1 min.)
  - June 26, 2017
6. New Business
  - Review Staff Reports to be brought before the Housing Authority Board of Commissioners meeting on July 25, 2017. (Acting Executive Director)
    1. Authorize the RHA Executive Director to execute the Assessment of Fair Housing Cost Sharing Agreement at a cost of \$8,850.
    2. Adopt a resolution authorizing the appointment of up to seven participants from the RHA’s Section 8 and/or Public Housing Program to the Resident Advisory Board.
    3. Approve a multi-year rental lease between Employment and Training Department and RHA.
    4. Adopt a resolution increasing the Payment Standard to 105% of the Fair Market Rent.
    5. Adopt a resolution authorizing the Executive Director to submit the annual SEMAP certification for Fiscal Year 2016-17 to HUD when completed and no later than the August 29, 2017.
    6. Approve a contract with California Housing Partnership Corporation to provide strategic and financial advisory services with asset repositioning in an amount not to exceed \$25,000 for a term through June 30, 2018.
    7. Adopt a resolution authorizing the purchased of the “RentCafe” system for the “Yardi” Software System at a cost of \$18,000.

8. Adopt a resolution affirming (a) a policy governing allocation of payroll expense for employees assigned to the RHA, and (b) a policy governing approval of City of Richmond charges against RHA accounts

- Discussion of Upcoming Projects

7. Next Scheduled Meeting

This Commission meets every 2nd Monday at 3:30 p.m. at 2400 Nevin Avenue in the Community Room. This meeting is being held in a wheelchair accessible location. To request disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact Bruce Soublet, ADA Coordinator, at (510) 620-6509 at least three business days before the meeting date. The next meeting is scheduled for **Monday, September 11, 2017.**

9. Adjournment.