

MINUTES FOR THE HOUSING AUTHORITY OF THE CITY OF RICHMOND
HOUSING ADVISORY COMMISSION
MONDAY SEPTEMBER 17, 2018

1. **Call to Order**

The meeting was called to order by Chair Farr at 3:35 PM.

2. **Roll Call**

All of the Commissioners; Farr, Hegstrom, Lam, Scott, Smith and Thorpe, were present; Council Liaison Choi was absent. Also present were Consultant Jon Gresley and Giulia Colbacchini, from the Richmond Housing Authority,

4. **Agenda Review and Adoption**

The agenda was adopted.

5. **Approval of Minutes.** The minutes from the July 23, 2018 meeting were approved. Commissioner Smith made the motion which was seconded by Vice-Chair Scott.

6. **No Invited Guests**

7. **No Announcements through the Housing Advisory Commission Chair**

8. **Management's Report.**

Giulia Colbacchini introduced and explained several items that will go before the Housing Authority Board at their September 25, 2018 meeting.

a. Approve extending the contract with BDO PHA Finance. BDO has been doing the finances for the Richmond Housing Authority (RHA). They had a three year contract which is being renewed for one year. In addition, Consultant Jon Gresley explained that because RHA does not currently have an in-house accountant, the original \$125,000 contract with BDO for this year will require an additional \$25,000 to cover the additional accounting services needed. Commissioner Smith asked if RHA is getting a new accountant. Consultant Gresley affirmed that a new accountant, named Tony Ma, a consultant from CVR & Associates, will be working for RHA. The contract with BDO PHA Finance for next year will be for \$125,000.

b. Approve a six month Contract Amendment #1 with Universal Protection Services. The RHA seeks to extend the current contract with Universal Protection Services (dba Allied Security) for six months for \$500,000. RHA needs to conduct a new procurement for security, Consultant Gresley explained that the current contract needs re-writing, it is not clear and does not provide RHA with the services it needs. Consultant Gresley said he welcomes input from the HAC commissioners on the new contract. He said a RFP (request for proposal) seeking a security company services should be announced by the end of October.

c. Approve increasing the contract with iSterling Inc. This item will not go before the Housing Authority Board until the October 16th2018 meeting. RHA uses iSterling to perform inspections for Section 8. Due to an increased number of Section 8 clients this year, the money allotted has already been spent. iSterling is required to keep working

even though it is currently not getting paid. An additional \$25,000 is needed to complete the contract for this year. RHA has 30 days to pay. The city currently has an RFP out for a contractor.

d. Approve a purchase order with Extended Stay America. This is not a contract, and requires no money, it is simply extending the purchase order with Extended Stay America for three more years. Extended Stay America is the only hotel in the City of Richmond that has cooking facilities. It is used when tenants must be moved temporarily out of their unit due to repairs, leaks, fire, etc.

e. Approve extending the contract with Mulin Management Resources dba National Tenant Network. Commissioner Gresley explained that this is not extending a contract, it will be adding \$30,000 to the current contract. RHA uses the National Tenant Network to do background and credit checks on potential tenants. Due to several new units opening up, for example the Mira Flores Senior Development, more background checks needed to be performed this year.

f. Approve increasing the contract with Cooper & Hawkins. Cooper & Hawkins is the company that maintains the heating and hot water at Nevin Plaza. The heating system requires major repairs that are not covered in the current contract. These major repairs include replacing the two boilers and the two storage tanks. The increased contract is for up to \$100,000 for these major repairs. Vice-Chair Scott asked whether the building could use solar panels for its heating system. Consultant Gresley answered that the Nevin Plaza building recently had a physical needs assessment. It is expected that one way for Nevin Plaza to get the rehabilitation it needs will be to convert it to private management, using a tax-credit partnership to raise the funds to rehabilitate. Consultant Gresley explained that Nevin Plaza is 'ripe' for rehabilitation. He said that the building has a lot of potential but that it needs rehabilitation. Tax credits will bring more money for rehabilitation than the City of Richmond or HUD would provide. Vice-Chair Scott then asked what will happen to the current tenants when the building is undergoing renovation. She asked if the current tenants will be given vouchers to move into the new buildings at 21-23 Nevin. Consultant Gresley answered that at this time decisions regarding the Nevin Plaza building and its tenants have not been made. Many ideas are under consideration.

g. Approve extending the contract with Vacant Property Security, LLC. This item is to extend the contract with Vacant Property Security for up to three years to protect the currently vacant Hacienda building. Secretary Hegstrom asked how much these services cost and is it reasonable for the RHA to continue paying these costs indefinitely. Consultant Gresley answered that it currently costs RHA \$40,000 a month to protect the empty Hacienda building. He said that Mercy Housing and Community Housing Development Corporation (CHDC) have an agreement with RHA for the site. They had submitted a grant application for funding that was unsuccessful. He said that Mercy Housing and CHDC are working on a different grant application, one that will utilize cap and trade funds. The new grant won't be submitted until January, and the results, whether the application is funded or not, won't be known until June. He also said that Charice Duckworth, a Development Project Manager with the City of Richmond, is also working on the Hacienda project. The predevelopment for this project may require funds from both the RHA and the City of Richmond. In short, the future of the Hacienda site is still undecided.

Chair Farr moved that the above items be approved. The motion was seconded by Secretary Hegstrom and the motion approved unanimously.

9. **Invited Guest: Officer President of the Richmond Police Department.** Officer President joined the meeting at 4:25 PM. She stated that in response to the needs of

the tenants at Nevin Plaza RPD has instituted a new rule. At least one beat 7 officer per shift is required to check on the Nevin Plaza building. Some officers will come inside and make rounds, others may just drive by the building. Vice-Chair Jaycine Scott commented that there are people making a lot of noise in the late hours of the evening. Secretary Hegstrom reported that there are non-residents hanging out in front of the building around 9-9:30 PM. Chair Farr thanked Officer President for coming.

At 4:30 PM Vice-Chair Scott moved that the meeting be extended by 15 minutes. Commissioner Thorpe seconded and the motion was passed unanimously.

10. No Presentations.

11. Recommendations to the Housing Authority Board of Commissioners or Housing Authority Commission. Secretary Hegstrom stated that under California Civil Code section 1941.1 (a) (3), a dwelling is considered untenable if it lacks hot running water. The Resident Council of Nevin Plaza and the residents of Nevin Plaza believe that they are entitled to rent credits for the days they have paid rent when the building lacked hot water. A discussion ensued, and it was agreed that Vice-Chair Scott would make this recommendation to the Housing Authority Board at their next meeting.

12. Open Forum. Janice Session made a complaint about her Section 8 landlord Curtis Leung. He is a new landlord and owns her unit at 39 13th Street in Richmond.. She said that there is a flea infestation in her unit and that the landlord refuses to do anything about it. Furthermore she alleged that the landlord is racist. **Mary Elizabeth Sims** said that she lives in apartment 323 at Nevin Plaza and she has not had a working burner on her stove for over a month. She would like to have her stove replaced.

15. 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, October 15, 2018.**

16. Adjournment. Commissioner Thorpe moved to adjourn the meeting, Secretary Hegstrom seconded. The meeting was adjourned at 4:45 PM.