

RICHMOND HOUSING AUTHORITY (RHA)
Housing Advisory Commission Meeting

DATE: Monday, November 8, 2021

TIME: 3:30 p.m.

Access Meeting by Computer, Tablet or Mobile Device

Please click the link below to join the webinar:

<https://zoom.us/j/95576042883?pwd=R3IBOE1KN0ZiOFBBNXUyR1dLZ3drdz09>

Passcode: 458970

By Telephone: +1 669 900 6833 or +1 346 248 7799 or +1 253 215 8782 or +1 301 715 8592 or
+1 312 626 6799 or +1 929 205 6099

Webinar ID: 955 7604 2883

Passcode: 458970

CORONAVIRUS DISEASE (COVID-19) ADVISORY

Due to the coronavirus (COVID-19) pandemic, Contra Costa County and Governor Gavin Newsom have issued multiple orders requiring sheltering in place, social distancing, and reduction of person-to-person contact (See, for example, Contra Costa County Health Order extending the shelter-in-place order and statewide shelter-in-place order). Accordingly, Governor Gavin Newsom has issued executive orders that allow cities to hold public meetings via teleconferencing (Executive Order N-29-20).

Both <https://www.coronavirus.cchealth.org/> and <http://www.ci.richmond.ca.us/3914/Richmond-Coronavirus-Info> provide updated coronavirus information.

DUE TO THE SHELTER IN PLACE ORDERS, attendance at the Housing Advisory Commission Meeting will be limited to Housing Advisory Commission members, essential Richmond Housing Authority (RHA) and City of Richmond staff, and members of the news media. Public comment will be confined to items appearing on the agenda and will be limited to the methods provided below. Consistent with Executive Order N-29-20, this meeting will utilize teleconferencing only. The following provides information on how the public can participate in this meeting.

Public comments may be submitted in multiple ways:

1. Via email to NBeacham@rhaca.org **by 2:30 p.m. on November 8, 2021**, or during the meeting as set forth below. Email must contain in the subject line public comments – not on the agenda or public comments – agenda item #. Email must contain in the subject line **public comments – not on the agenda or public comments – agenda item #**.

Comments received via email or telephone during the meeting will be handled as follows:

Comments received via email during the meeting and up until the public comment period on the relevant agenda item is closed, will be read into the record, and will be limited to a maximum of three minutes, depending on the number of commenters, as more fully described in the City Council meeting procedures below]. For public hearing items, the time will be limited to a maximum of three minutes. The staff will stop reading comments into the record after the allotted time of three minutes for such comments.

Comments received by telephone 510-621-1300, during the public comment period shall not to exceed the allotted time of three minutes – for such comments as provided above.

2. Via mail received by 2:30 p.m. Monday, November 8, 2021, sent to Richmond Housing Authority 330 24th Street, Richmond, CA 94804.

3. Via phone voice message received by 2:30 p.m. Monday, November 8, 2021, phone: 510-621-1300. Please leave your comment on the voicemail or with staff member that answers the phone.

4. Via Telephone. If you would like to give your public comment via telephone, please email your telephone number with area code to aarredondo@rhaca.org during the public comment period. You will be called during the public comment period, and you will be given the opportunity to verbally submit public comment (not to exceed the allotted time – three minutes – for such comments as provided below).

The RHA cannot guarantee that its network will be uninterrupted. To ensure that the Housing Advisory receives your comments, you are strongly encouraged to submit your comments in writing in advance of the meeting.

Comments received by 2:30 p.m. November 8, 2021, during the day of the meeting will be handled as follows:

All email, phone, and mail comments received **by 2:30 p.m. on Monday, November 8, 2021**, will be provided to the Commissioners.

Record of all public comments:

All public comments will be considered a public record, put into the official meeting record, and considered before Commission action. All public comments will be available after the meeting as supplemental materials and will be posted as an attachment to the meeting minutes when the minutes are posted.

Accessibility for Individuals with Disabilities

Upon request, the RHA will provide for written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services and sign language interpreters, to enable individuals with disabilities to participate in and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service, or alternative format requested. Requests should be emailed to NBeacham@rhaca.org or submitted by phone at 510-620-1300. Requests can be made by mail to Nannette Beacham 330 24th Street, Richmond, CA 94804. Requests will be granted whenever possible and resolved in favor of accessibility.

Effect of Advisory on In-person public participation

During the pendency of the Executive Order N-29-20, the language in this Advisory portion of the agenda supersedes any language below in the meeting procedures contemplating in-person public comment.

Commissioners

**Carol Hegstrom
Chair**

**Jaycine Scott
Vice-Chair**

**Dena Nelson
Secretary**

Preston Lam

Toni Autry

Y'Anad Burrell

**Gayle
McLaughlin
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.)
 - October 2021
6. Introduction of Invited Guests
7. Executive Director's Update
8. Housing Advisory Commissioners' Reports (3 min.)
9. Housing Advisory Commissioner Appointments
10. Presentations
11. Recommendations to the Housing Authority Board of Commissioners (3 min.).
12. Open Forum (Limit to 3 minutes per person)
13. Old Business
 - Asset Repositioning Update
 - Nevin Plaza
 - Nystrom
 - Hacienda
 - Administration Building
 - Richmond Village
14. New Business
15. Next Scheduled Meeting

At 4:30 p.m., any items remaining on the agenda that require immediate attention may be moved to this time.

This Commission meets every 2nd Monday at 3:30 p.m. 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, December 13, 2021, at 3:30 p.m.

HOUSING ADVISORY COMMISSION
Monday, October 18, 2021 – 3:30 PM
450 Civic Center Plaza, Richmond, CA 94804
Zoom

MINUTES

1. CALL TO ORDER, ROLL CALL, PLEDGE

The meeting was called to order by Housing Advisory Commissioner and Chair Carol Hegstrom at approximately 3:34pm.

2. Roll Call

Present: Carol Hegstrom (Chair), Jaycine Scott (Vice Chair), Dena Nelson (Secretary),
Preston Lam

Absent: Y'Anand Burrell, Council Liaison Gayle McLaughlin, Toni Autry

Vacancies: 1

Staff: Nannette Beacham, RHA Executive Director – Present
Jose Urquilla, City of Richmond – Present
Gabino Arredondo, City of Richmond – Present

3. WELCOME AND MEETING PROCEDURES

4. AGENDA REVIEW AND ADOPTION – No change.

5. APPROVAL OF MINUTES– July and September minutes were approved

6. EXECUTIVE DIRECTOR'S UPDATE:

- Sheba Gage resigned. We had to close the RHA office at Nevin Plaza. City manager's office is helping return phone calls and send items to maintenance staff. Recruiting for maintenance supervisor and administrative aide—finalizing an offer to a candidate, hopefully on board in November. Resident housing manager recruitment out currently. Hoping to get property manager recruitment out in near future.
 - Commissioner Question: Would the position being recruited be permanent?
Director Beacham: Yes, finally permanent
 - Commissioner Question: Will there be problems with rent checks in drop box at Nevin?
Director Beacham: Gabino is helping to pick up checks, but there may be delay in cashing the checks.
 - Commissioner Question: How about the impact on re-examinations?

Director Beacham: They won't be late. Director Beacham can do them herself if needed

- Commissioner Question: I have heard about a deposit being held up for resident who moved out in July. Is the staffing shortage causing the delay?
Director Beacham: In contact with former residents; not due to delay in processing but staffing shortage in finance department with Yardi system
- Nystrom developer partner approved by board/council. In talks with McCormick Baron and Richmond Neighborhood Housing Services.

7. INTRODUCTION OF INVITED GUESTS:

EAH team (See presentations section)

8. HOUSING ADVISORY COMMISSIONERS' REPORTS

- Vice-Chair Jaycine Scott: Concerns about door and gate access. Ongoing pigeon situation
Director Beacham: Regarding the pigeon issue—got quote from vendor- \$13k; Jose tried to negotiate a lower amount; they do see it as a concern. Regarding door issue—also expensive but they are going to work on it.
- Jaycine Scott: No hot water for a few days at Nevin Plaza; but now that its back its only lukewarm
Director Beacham: We did have an issue last week; contractors came in to fix; they should put in a work order
- Jaycine Scott: when they try to put in a work order, they get a message as mailbox is full.
Director Beacham: call 1300 because interns and city managers office will still regularly check those
- Jaycine Scott: fire alarms have gone off twice in the last week. Are these false alarms? Is maintenance able to cut the alarms off? Carol—if there is actual fire or smoke then fire department has to clear it.
Director Beacham: One was false alarm and one was someone cooking and went into hallway.
- Chair Hegstrom: streetlights out on Nevin on side of building
Director Beacham: can you write an email so we can forward to Public Works?
- Chair Hegstrom: notice on doors from EAH. Will raise with them

9. HOUSING ADVISORY COMMISSIONER APPOINTMENTS

None

10. PRESENTATIONS

Nevin Plaza redevelopment update from EAH:

- Eduardo Espinoza: community engagement then starting design; permitting, financing; starting construction 3rd quarter next year
- Phase 1 relocation preview: no rent change; no additional cost but current rent and utilities continue; tenants only out of their unit for 30-60 days; working with RHA to have units available to allow people to stay on-site—but there is a chance that people will be relocated temporarily to nearby hotel; all items will be professionally packed and moved
- Construction concluding beginning of 2024. Working with a professional relocation consultant so there is a personalized plan for each individual.
- Jeff from HKIT: Will consolidate trash chutes- 2 chutes for regular trash and recyclables; will free up space for washers and dryers; public restrooms; there still would be 142 units after renovation. Units will be made accessible according to current standards—handicap access will be much improved
- New construction- 70-85 units of new housing depending on financing; 5 stories of residential above a concrete podium
- First priority is renovations; second phase is new construction
- Programs and services; public art— there is no public plaza at Nevin; so art will be integrated into the architecture; hoping to offer an opportunity for an artist to design mosaic, tile or enamel treatment. Designs still coming out from HKIT but getting close. Also can design art into metal gates. hoping to also commission a nice large art piece for housing office waiting room, need to discuss how internal space will work with RHA
- Open to input, including through community engagement- upcoming meetings- website with ongoing updates and place for input- will follow up with FAQ
- Vice-Chair Jaycine Scott— where are the units currently on the ground floor going to go?
 - EAH- considering there to be the same number but actually converting the ground floor units to staff units or offices
- Chair Carol Hegstrom- need to do better with publicizing meeting— need big type and phone number to call in— need new flyer soon because meeting is on Thursday
 - EAH- we will do that tomorrow!
- Chair Carol Hegstrom- We have brand new elevators that don't need repair, what we do need is new windows and that should be a requirement of the upgrade
 - EAH- yes we are doing windows and we are adding insulation to exterior and will be greatly improving aesthetics

- Commissioner Question: Will we still have our parking lot?
 - EAH: current design is conceptual; most of ground floor is still parking behind offices. Still working on parking count. may include parking lift; still working it out
- Chair Carol Hegstrom: Hope tree doesn't come down; we have resident council for Nevin; EAH should contact them
 - EAH-Lifelong medical involved and will help to make sure communications and meetings are accessible
- Vice-Chair Jaycine Scott: AC and/or ceiling fans?
 - Christoff from EAH— yes planning to add AC; still analyzing mechanical and plumbing systems but that is the intent

11. RECOMMENDATIONS TO THE HOUSING AUTHORITY BOARD OF COMMISSIONERS

- None

12. OLD BUSINESS

Asset Repositioning Update:

- Hoping to get exclusive rights to negotiate within next few months for McCormick Baron and Richmond Neighborhood Housing Services (they are also partners for Richmond Village) to work out development agreement
- final stage of transferring Admin building

13. NEW BUSINESS

None

14. NEXT SCHEDULED MEETING

Monday November 8, 2021

15. ADJOURNMENT Approximately 4:45 pm