

**HOUSING ADVISORY COMMISSION**  
**Monday, June 28, 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 at 3:33 pm by Housing Advisory Commissioner and Chair Carol Hegstrom.

**2. Roll Call**

Present: Carol Hegstrom (Chair), Dena Nelson (Secretary), Y’Anand Burrell, Toni Autry,  
Preston Lam

Absent: Council Liaison Gayle MchLaughlin, Jaycine Scott (Vice Chair)

Vacancies: 1

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

**3. WELCOME AND MEETING PROCEDURES**

**4. AGENDA REVIEW AND ADOPTION – No change.**

**5. APPROVAL OF MINUTES– May minutes approved unanimously.**

**6. INTRODUCTION OF INVITED GUESTS:**

None

**7. EXECUTIVE DIRECTOR’S UPDATE:**

Director Beacham:

- Successful clean-up at Nystom Village with city staff for neighborhood clean-up
- Hacienda officially closed on its transfer to Mercy Housing and construction is already underway. Scheduled for completion by late December 2022.

**8. HOUSING ADVISORY COMMISSIONERS’ REPORTS**

Chair Hegstrom:

- Front door at Nevin is unlocked and has been unlocked for awhile
- Parking gate is broken
- Pigeon problem continues

- Concern about building stability following building collapse in Florida
  - Director Beacham: There have been several inspections in the past two years where the building has passed tests—this resulted in the decision to rehabilitate Nevin rather than to knock it down

## 9. HOUSING ADVISORY COMMISSIONER APPOINTMENTS

None

## 10. PRESENTATIONS

## 11. RECOMMENDATIONS TO THE HOUSING AUTHORITY BOARD OF COMMISSIONERS

- ADOPT a joint resolution approving the proposed Fiscal Year (FY) 2021-2022 Richmond Housing Authority's budget with estimated revenues of \$3,971,267 and total expenditures of \$5,113,095; and APPROVE an RHA subsidy from the City of Richmond General Fund in the amount of \$1,141,828, which will provide sufficient revenue to match anticipated expenditures and balance the RHA budget to \$5,113,095 in estimated revenues and \$5,113,095 in expenditures.
  - *Summary:* This is the budget for 2021-2022 as outlined in the attachments. Gabino and staff have been working hard to budget as carefully as possible to keep residents safe and be fiscally responsible. Revenues come in HUD subsidy, tenant rent, city funding from Capital fund, rent from Administration building, and operating transfer. Major costs are for salaries and pay, including adding new positions because the RHA has been so inadequately staffed as well as operating expenses, professional and equipment services.
  - Commissioner Question: are you expecting pushback from the council?
    - Director Beacham: No, but council members are concerned about the continued need for subsidy and other departments also have deficits and there may be competition between departments
  - Commissioner Question: why do we need to spend so much on Nevin if we are transferring it to a developer?
    - Director Beacham: During rehabilitation RHA is still responsible for Nevin. Hasn't been transferred yet. Only property that has been transferred is Hacienda.
  - Shasa Curl: We are being proactive and transparent. Tomorrow will be a joint meeting between the housing board and the city council. It is important for commissioners to be present and vocal to advocate for RHA's budget request. There is also an auditor meeting coming up due to continued concerns about RHA financial management and planning.
  - Commissioner Question: Can we use American Rescue Plan Act (ARPA) funds?
    - Shasa Curl: There has been a stakeholder proposal to use \$1 million of ARPA funds toward housing but it is focused on homelessness and transitional housing.
  - Commissioner Question: What happens if the funding doesn't come through for the developer we are working with for re-positioning, after we have invested so much?
    - Director Beacham and Shasa Curl: The developer has a certain amount of time to get funding. For Nevin, we are feeling optimistic but there is always a risk. The project will be phased and the major source of funding from the HUD project-based vouchers has been secured.

- ADOPT a resolution approving a contract amendment with Vacant Property Security, LLC (VPS) to secure Nystrom Village vacant units, in an amount of \$117,216, for a new total not to exceed amount of \$432,216 ending July 1, 2024.

- Summary: Security to ensure vacant units are not broken into

- ADOPT a resolution approving a sole source license agreement with Yardi Computer Systems, Inc. to provide the computer software required to administer the Low-Income Public Housing Program in an amount not to exceed \$65,000 (approximately \$21,000 annually depending on use of support hours) ending July 1, 2024.

- Summary: This is an annual recertification for computer systems

\*Advisory Commission unanimously approves all 3 resolutions\*

## **12. OPEN FORUM**

- Hasn't seen security doing rounds
- Concern about temp agencies
- Mayor is going to announce vacancy tomorrow on the council meeting
- Future agenda item: Should we continue these meetings on zoom or in person?

## **13. OLD BUSINESS**

- Expecting agreement with McCormick Baron and CHDC for Richmond Village
- Concerns remain about Nystrom but coming to a close on review of developer proposals and expect to make a recommendation to the board in the next month

## **14. NEW BUSINESS**

## **15. NEXT SCHEDULED MEETING**

Monday July 12, 2021

## **16. ADJOURNMENT 4:07 pm**