

HOUSING ADVISORY COMMISSION
Monday, January 11, 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 3:32pm by Housing Advisory Commissioner and Chair Carol Hegstrom.

2. Roll Call

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

Absent: Y'Anand Burrell

Vacancies: 1

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

Council Liaison: Ben Choi, Council Liaison – Not Present

3. WELCOME AND MEETING PROCEDURES

4. AGENDA REVIEW AND ADOPTION – No change.

5. APPROVAL OF MINUTES—Jaycine Scott moved; Toni Autry seconds. Passes unanimously

6. INTRODUCTION OF INVITED GUESTS:

Sheba, property manager for Nevin and Nystrom

7. EXECUTIVE DIRECTOR'S UPDATE:

Director Beacham:

- It has been a tough long year but we accomplished a lot.

Director Beacham shared a list of accomplishments for the year (see attached).

Jose Urquilla, facilities superintendent:

- Worked with Viola, Cooper-Hawkins, Parks Department and Streets Department on repairs and maintenance
- Working with signs department on adding signs related to dog droppings
- ADA assessment on door at Nevin
- Parking enforcement doing a complete sweep of Nystrom area

- Clean-up of Nystrom scheduled for 1/11/2021 with Abatement department

Chair Carol Hegstrom expressed appreciation for all the repairs that Jose has worked on, in particular the pumping issue at Nevin

Commissioner Toni Autry and Commissioner Jaycine Scott both expressed appreciation for the many accomplishments that Director Beacham has overseen this year, and for her leadership

Other Updates

-Sector 18 application under review

-New physical needs assessment completed in support

- Nystrom- still negotiating with developers- hope to bring to the Board next month for exclusive rights to negotiate
- Hacienda- most of funding now secured, and moving forward. Solicited bids for construction. We anticipate they will select a financier by the end of this month
- Richmond Village—received approval to negotiate with current partner, MBS. Starting negotiations early with current partner.
- Administration building—application under review.
- Also waiting to hear back on grant application for security cameras and CO2 detectors

8. HOUSING ADVISORY COMMISSIONERS' REPORTS

Commissioner Jaycine Scott: 2 residents in building hospitalized with Covid-19 recently.

- *Director Beacham*—this time we used a different approach
- Jose Urquilla demonstrated the disinfectant device; much more cost-effective. Similar to a paint gun, but used to disinfect large areas quickly. Currently used at the Richmond firehouse. Will be used daily at every location and can also be used after there is a contaminated environment
- *Chair Hegstrom*—does the Housing authority only know about Covid cases if the health department advises?
 - *Director Beacham*- correct
 - *Commissioner Jaycine Scott*- Are we taking actions to proactively address whether residents might be infected?
 - *Shasa Curl*—actions are in coordination with risk management department, to comply with OSHA in addition to HUD requirements. You can also make requests to Contra Costa County for contact tracing. I want to commend our facilities staff,

public works staff, and resident managers. We are working with Contra Costa Health Services and can connect Jaycine with more information

Chair Hegstrom- Is there any follow-up on the pigeons that are always dropping by the door at Nevin Plaza?

- *Jose Urquilla*- would like to contact a company that can deal with it in a safe manner. Would want to prioritize remediation that won't get anyone sick.

9. HOUSING ADVISORY COMMISSIONER APPOINTMENTS

None

10. PRESENTATIONS

None

11. RECOMMENDATIONS TO THE HOUSING AUTHORITY BOARD OF COMMISSIONERS

- ADOPT a resolution removing the former City of Richmond Budget Administrator, Markisha Guillory, and adding City of Richmond Accounting Manager, Delmy Cuellar, as authorizing signatory on the Mechanics Bank depository and checking accounts - Richmond Housing Authority.
 - Director Beacham: This is necessary because the previous signatory is no longer a city employee

- ADOPT a resolution approving a one year contract with Maze and Associates to complete the audits for Fiscal Years 2017-2019 for the Richmond Housing Authority for a total not to exceed amount of \$124,445.30 for the period of July 1, 2020 to June 30, 2021.
 - This got pushed forward; this resolution would extend and amend the contract. We thought it would be completed by now but it has taken longer
 - Auditors received all the information in a timely manner
 - Some of the delay may be because it's the last one they are going to do and limits due to COVID
 - Amount is for three years
 - *Shasa Curl*- we are not thrilled either but there doesn't seem to be an alternative path forward
 - *Director Beacham*-We do have new auditors for this year
 - *Chair Hegstrom*- this is the limit?
 - *Gabino Arredondo*- yes, not to exceed

Dena Nelson moves to approve both recommendations; Jaycine Scott seconds; motion passes unanimously

12. OPEN FORUM- none

13. OLD BUSINESS

Covered in Director's report

14. NEW BUSINESS

none

15. NEXT SCHEDULED MEETING

Monday February 8, 2021

16. ADJOURNMENT

4:18pm