

**RICHMOND HOUSING AUTHORITY (RHA)**  
**Housing Advisory Commission Meeting**

**DATE: Monday, March 13, 2023**

**TIME: 3:30 p.m.**

**LOCATION: Richmond Room (1<sup>st</sup> floor) 450 Civic Center Plaza, Richmond CA 94804**

The meeting will be in person. If you need to access the meeting online the information to access ZOOM is below:

Access Meeting by Computer, Tablet or Mobile Device

Join Zoom Meeting

Please click this URL to join. <https://ci-richmond-ca-us.zoom.us/j/99172378799>

Or join by phone: Dial(for higher quality, dial a number based on your current location):

US: +1 669 900 6833 or +1 669 444 9171 or +1 253 215 8782 or +1 346 248 7799 or +1 719 359 4580 or +1 253 205 0468 or +1 305 224 1968 or +1 309 205 3325 or +1 312 626 6799 or +1 360 209 5623 or +1 386 347 5053 or +1 507 473 4847 or +1 564 217 2000 or +1 646 931 3860 or +1 689 278 1000 or +1 929 205 6099 or +1 301 715 8592 or 877 853 5257 (Toll Free)

Webinar ID: 991 7237 8799

International numbers available: <https://ci-richmond-ca-us.zoom.us/u/adCwhUWHst>

**Public comments may be submitted in multiple ways:**

1. Via email to [aarredondo@rhaca.org](mailto:aarredondo@rhaca.org) **by 1:30 p.m. on March 13, 2023** 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 1:30 p.m. Monday, Msrch 13, 2023, sent to Richmond Housing Authority 450 Civic Center Plaza, Second Floor, Richmond, CA 94804.

3. Via phone voice message received by 1:30 p.m. Monday, March 13, 2023, 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](mailto: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 1:30 p.m. March 13, 2023, during the day of the meeting will be handled as follows:**

All email, phone, and mail comments received **by 1:30 p.m. on** March 13, 2023, 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 [aarredondo@rhaca.org](mailto:aarredondo@rhaca.org) or submitted by phone at 510-620-1300. Requests can be made by mail to Gabino Arredondo 450 Civic Center Plaza, 2<sup>nd</sup> Floor, 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**

**Philena Cosby**

**Toni Autry**

**Y'Anad Burrell**

**Cesar Zepeda  
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.)
6. Introduction of Invited Guests
7. Executive Director's Update
  - Heat Issue at Nevin Plaza and PG&E Utility Costs Update
8. Housing Advisory Commissioners' Reports (3 min.)
9. Recommendations to the Housing Authority Board of Commissioners (3 min.).
  - ADOPT a joint resolution approving the proposed Fiscal Year (FY) 2022-2023 Richmond Housing Authority (RHA) amended budget adjustments with revised estimated revenues of \$4,803,922 and total expenditures of \$4,895,044; and APPROVE an increase in the RHA FY 2022-2023 General Fund subsidy amount by \$91,122 from \$1,261,082 to \$1,352,204 which will provide sufficient revenue to match anticipated expenditures and balance the RHA budget to \$4,895,044 in estimated revenues and \$4,895,044 in estimated expenditures
10. Open Forum (Limit to 3 minutes per person)
11. Old Business  
Asset Repositioning Update
  - Nevin Plaza
  - Hacienda
  - Nystrom
  - Richmond Village
15. Next Scheduled Meeting – April 10, 2023

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 ADA Coordinator, at (510) 620-6509 before the meeting date. At 4:30 p.m., any items remaining on the Agenda that require immediate attention may be moved to this time.

**HOUSING ADVISORY COMMISSION**  
**Monday, February 13, 2023 – 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 3:34pm.

**2. Roll Call**

Present: Carol Hegstrom (Chair), Dena Nelson (Secretary), Philena Cosby, Jaycine Scott (Vice Chair), Y’Anad Burrell

Absent: Toni Autry, Cesar Zepeda, Council Liaison

Vacancies: 1

Staff: Nannette Beacham, RHA

Gabino Arredondo, RHA Executive Director

Melvin Thomas, RHA

**3. WELCOME AND MEETING PROCEDURES**

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

**5. APPROVAL OF MINUTES**- January minutes approved and seconded; motion passes unanimously.

**6. INTRODUCTION OF INVITED GUESTS:**

None

**7. EXECUTIVE DIRECTOR’S UPDATE:**

- Heat issue at Nevin Plaza– started December 15– both heat and hot water
  - Contractor Cooper Hawkins came on Christmas Day and fixed hot water issue; in January were supposed to work on leak on heat pump that was impacting how heat is distributed. But they still don’t have the seals for the heat pump.
  - Now getting quotes from other vendors. In interim, some residents used space heaters to stay warm– which may have caused PG&E bill

spikes. RHA is collecting information from impacted residents to get them a subsidy from RHA to account for the space heater usage. RHA may be able to cover through their insurance. Some inquiries from the media.

- There may be particular program for those who are disabled- Care program. Could recommend when RHA looks at their bills. Could look at it when people first come to Nevin
- May need multi-level plan because some people have had heating issues for many months and may be threatened with shut-offs and working on payment plans with PG&E
- Note- RHA rental agreements with tenants do account for a set-aside amount for utilities through the subsidy amount
- Some residents' heaters haven't worked in a long time.
- Some people are signing petition about problem. Need to share information and communication
- People need to submit a work order if their heat isn't working. Some may have been submitted a long time ago but not addressed
- RHA should go through the list of the people with space heaters to check on whether their heat is now working and whether they have an issue with their PG&E bills
- Proactive calling residents based on
- Will post general notice in lobby, that says if you have issues with heat or bill, call this number
- Can ask PG&E for a list of residents in non-payment status or at risk for shut-off
- How do we balance the offset in the lease with right now when the bills are much higher? May look at past average bills as compared to recent bills, and may also ask PG&E for advice. For example, could compare with bill from last December
- If someone needs extra help they can call Gabino at 510-387-4359
- Mid-year budget
  - Subsidy from City of Richmond will be discussed at 2/28 council meeting
  - Only change is that Nevin Plaza transfer will mean RHA will no longer be bringing in Nevin rents and operating subsidy– anticipating transfer at end of February; and no operating subsidy from HUD
  - Still owe security invoices– but in the future that will be an expense that is reduced
  - Will need to revisit staffing for the next fiscal year– for now all staff will focus on Nystrom
- RHA needs to update annual plan for HUD, working with HUD consultant and then will share with commission

## **8. HOUSING ADVISORY COMMISSIONERS' REPORTS**

Commissioner Scott: Is there an update on getting the back gate fixed?

RHA staff: We got the quotes but they need to be considered

Commissioner: Is there an update on the pigeon issue?

RHA staff: Entrance is cleaned daily; need to call pest control to get rid of them

Chair Hegstrom: Need to post meeting notices/agendas

Commissioner Cosby: If you want me to post it, we can

## **9. HOUSING ADVISORY COMMISSIONER APPOINTMENTS**

None

## **10. PRESENTATIONS**

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

## **COMMISSIONERS 12. OPEN FORUM**

Cordell Himler: -Welcome to Lena - agendas need to be posted -it looks like the commission is going to come back in person

- Gabino requested Hybrid; commissioners agreed

## **13. OLD BUSINESS**

- Revised goal to close on Nevin Plaza transfer transaction on March 7
  - Lots of debate related to the appraisal, lots of meetings and documents
  - HUD approval with take an extra week
  - Cleaning out empty units and RHA offices
- Hacienda—great news- occupancy is increasing, have housed some formerly unhoused people, want to do a grand opening in May, will invite everyone
  - 120 units filled, only 30 left to go
- Nystrom- still in an Exclusive Right to Negotiate period with MBS, but deadline is next

week so would need an extension to be considered by the RHA board. RHA is asking MBS what they would do differently in the negotiation that would justify an extension. Next, RHA needs to work on a Master Development Agreement (MDA).

- Richmond Village- transitioning final public housing units – on track to submit application to HUD and meeting with the HUD consultant related to that.

#### **9. NEW BUSINESS**

None

#### **10. NEXT SCHEDULED MEETING**

Monday March 13, 2023

#### **11. ADJOURNMENT 4:02 pm**



# JOINT MEETING AGENDA REPORT

Richmond Housing Authority  
& City of Richmond

## Finance Department

|                                 |  |
|---------------------------------|--|
| <b>DATE:</b>                    | March 7, 2023  |
| <b>TO:</b>                      | Housing Authority Board of Commissioners and Members of the City Council   |
| <b>FROM:</b>                    | Shasa Curl, City Manager<br>Nannette Beacham, Economic Development Director<br>Delmy Cuellar, Finance Director<br>Gabino Arredondo, RHA, Interim Executive Director<br>Rita Martinez, Senior Accountant  |
| <b>Subject:</b>                 | Fiscal Year (FY) 2022-23 Amended Budget Adjustments  |
| <b>FINANCIAL IMPACT:</b>        | The FY 2022-2023 mid-year adjustments includes an increase of Capital Fund revenue of \$111,014, a decrease of \$187,136 in rental revenue at Nevin Plaza, and an increase of \$15,000 in Professional Services. The adjusted mid-year budget would consist of \$4,803,922 in estimated revenues and \$4,895,044 in expenditures, thereby increasing the FY 2022-23 General Fund subsidy by \$91,122 from \$1,261,082 to \$1,352,204. If the proposed General Fund subsidy increase of \$91,122 is approved by the City of Richmond, it will balance the RHA FY 2022-2023 budget to \$4,895,044 in estimated revenues and \$4,895,044 in expenditures. |
| <b>PREVIOUS COUNCIL ACTION:</b> | June 21, 2022  |
| <b>STATEMENT OF THE ISSUE:</b>  | Staff is requesting that the Richmond Housing Authority (RHA) Board of Commissioners and members of the City Council review and approve the RHA Fiscal Year 2022-2023 amended operating budget and approve the recommended budget adjustments.   |

|                                   |  |
|-----------------------------------|--|
| <p><b>RECOMMENDED ACTION:</b></p> | <p>ADOPT a joint resolution approving the proposed Fiscal Year (FY) 2022-2023 Richmond Housing Authority (RHA) amended budget adjustments with revised estimated revenues of \$4,803,922 and total expenditures of \$4,895,044; and APPROVE an increase in the RHA FY 2022-2023 General Fund subsidy amount by \$91,122 from \$1,261,082 to \$1,352,204 which will provide sufficient revenue to match anticipated expenditures and balance the RHA budget to \$4,895,044 in estimated revenues and \$4,895,044 in estimated expenditures – RHA/Finance (Gabino Arredondo/Rita Martinez 510-621-1300).</p> |
|-----------------------------------|--|

**DISCUSSION:**

Background

The RHA provides affordable housing for low and very low-income Richmond residents through the U.S. Department of Housing and Urban Development (HUD) federally funded housing programs. RHA owns multiple public housing properties and manages two (2) properties occupied by residents (Nevin Plaza and Nystrom Village) with approximately 242 units. There are an additional 393 units associated with RHA entities (Richmond Village, Triangle Court, Friendship Manor) and 148 units recently rehabilitated (Hacienda) for a total of 783 units. Funding for the RHA budget is largely dependent on funding from U.S. Department of Housing and Urban Development HUD, and thus subject to congressional appropriations. HUD continues the trend of inadequate funding for public housing authorities nationwide, and therefore, it is increasingly difficult for RHA to operate without a general fund subsidy.

Original Approved RHA Budget – June 21, 2022

On June 21, 2022, RHA Board of Commissioners and Richmond City Council approved the FY 2022-2023 budget of \$4,880,044 in expenditures to manage the public housing program which includes personnel costs (currently at 7 FTE's), funds to cover utilities and contracts for property maintenance and security for Nevin Plaza, and Nystrom Village and operating subsidy pass through for Richmond Village. Estimated revenue of \$3,618,962 million is comprised of operating subsidies from HUD, capital funds and tenant rents. An RHA subsidy from the City of Richmond General Fund in the amount of \$1,261,082 was approved to provide sufficient revenue to match anticipated expenditures and balance the RHA budget to \$4,880,044 in estimated revenues and \$4,880,044 in expenditures.

|                   | <u>Approved RHA FY 21-22 Budget</u> |
|-------------------|-------------------------------------|
| Revenues          | \$ 3,618,962                        |
| Expenditures      | \$ 4,880,044                        |
| Subsidy           | \$ 1,261,082                        |
| Surplus/(Deficit) | (\$ 0)                              |

### FY 2022-2023 Amended Budget

The FY 2022-2023 mid-year adjustments include a decrease of \$187,136 in rental revenues at Nevin Plaza due to transfer of Nevin Plaza operations to begin the asset repositioning process to rehabilitate the building. EAH Housing is anticipated to take over operations and management of the Nevin Plaza in mid-March 2023 and future rental income would be collected by EAH Housing. The reduction in revenue would require a request to increase the general fund subsidy to have a balanced budget by \$91,122. The total of the FY 2022-2023 adjusted budget would consist of \$4,803,922 in revenues and \$4,895,044 in expenditures: thereby, increasing the FY 2022-2023 General Fund (GF) subsidy by \$91,122 for a total amount increasing from \$1,261,082 to \$ 1,352,204.

|                     | <u>RHA FY 22-23 Budget with GF Subsidy</u> | <u>Revenue and Expenditure Adjustments</u> | <u>RHA FY 22-23 Budget Mid-Year Adjustments</u> |
|---------------------|--|--|---|
| Revenues            | \$4,880,044                                | Decrease \$76,122                          | \$4,803,922                                     |
| Expenditures        | \$4,880,044                                | Increase \$15,000                          | \$4,895,044                                     |
|                     |  |  |   |
| GF Subsidy Increase |  |  | \$91,122  |

| <u>Amended RHA FY 22-23 Budget with GF Subsidy</u> |
|--|
|  |
| \$ 4,895,044                                       |
| \$ 4,895,044                                       |

The revenue and expenditure changes are listed below:

#### Revenue Changes:

- \$111,014 Increase in Revenue:
  - Increase in Capital Fund revenue for Central Office Cost Center (COCC) Administration transfer in.
- \$187,136 Decrease in Revenue:
  - Reduction in rental revenue projections mainly attributed to the transfer of Nevin Plaza to EAH Housing. Once the transfer takes place all rental revenue will be collected by EAH Housing. In addition, there is still a trend

of lower rental payments being collected mainly due to ongoing COVID-19 impacts.

Expenditure Changes:

- \$15,000 Increase in Professional Services:
  - Increase of legal fees at Nystrom Village for lease enforcement. COVID-19 impacts on hearing cases has extended the terms of the cases increasing costs.

FY 2022-2023 RHA and COR Accomplishments

RHA's main goals and objectives for FY 2022-2023, in addition to the management of the public housing program, includes moving forward on asset repositioning activities outlined in the 2019 Public Housing Authority Recovery and Sustainability (PHARS) agreement between the HUD, City of Richmond, and RHA. RHA in collaboration with City of Richmond staff, continue to make progress in improving its operations and addressing outstanding tasks outlined in the PHARS.

RHA's accomplishments at Nevin Plaza include continued meetings between EAH Housing (EAH) and residents to discuss interior and exterior design and began interviewing residents by the relocation specialist to explain the relocation process as units are being rehabilitated. The art master plan for the project was completed. EAH submitted applications for tax-exempt bond financing and 4% Low Income Housing Tax Credits and applications were approved for funding. Once allocation of tax credits and bonds are received EAH expects to close in March 2023 and begin the construction process in April 2023. Maintenance and day-to-day operations have improved, however there is an ongoing heating repair that has impacted the distribution of heat in the building.

Regarding Nystrom Village, on September 13, 2022, the RHA Board of Commissioners approved and Exclusive Right to Negotiate Agreement (ERNA) for the redevelopment and operation of Nystrom Village with McCormack Baron Salazar (MBS) and Richmond Neighborhood Housing Services. The final master development agreement has not been completed due to the impact of changing economic conditions and access to funding for predevelopment costs. The RHA will be bringing an update to the Board regarding this matter later this month. There are still many challenges at the Nystrom Village. There is still a high vacancy due to units being in disrepair. RHA and City Staff have worked collaboratively to conduct multiple cleanup activities at the site. Fortunately, illegal dumping has decreased. Additional units have had to be secured with the VPS systems to minimize break-ins.

For several years the RHA Board of Commissioners and City Council have worked towards the revival and renovation of 150 units of affordable housing at the Hacienda site. The building was vacant for over five years and an eyesore to the community. Construction has been completed. One hundred percent of the residential units will remain as affordable housing, restricted to seniors (two of the units are unrestricted

managers units). The leasing of units to be occupied is almost complete, 134 residents have occupied their units.

Richmond Village I (RV I) and Richmond Village II (RV II) reached the end of the 15-year federal tax credit compliance period. The original investment limited partners (ILP) are entities affiliated with AIG and SunAmerica. The ILP has agreed to sell its limited partnership interests to MBS for a nominal amount. RHA successfully negotiated a new Memorandum of Understanding (MOU) with MBS. The MOU provides a commitment for RHA to continue working with MBS on resyndication. Under the MOU, RHA will continue to work with MBS on asset repositioning activities which includes the conversion of public housing units to the Section 8 platform. The next step is to submit a Section 18/RAD application to HUD, which is anticipated to be completed in April 2023.

RHA has successfully transferred the RHA Administration Building to the City of Richmond for the continued use by the Richmond Build Program.

Regarding financial matters, the Finance Department has made significant progress. RHA and City Finance staff continue to work with Maze & Associates (auditors) to complete audits, as well as working with NBS Consultants to complete a Cost Allocation plan in accordance with HUD requirements set forth in the Title 2 CFR, Part 200 Compliant Version. The Cost Allocation Plan has been completed and will be brought to the Board for approval in March 2023. Updates on financial audits:

- 2017 Audit – Financials are finalized and issued. Financial Data Schedule (FDS) submission (HUD requirement) has gone through final review and a representation letter signed by the Executive Director and City Manager that audit is complete needs to be submitted.
- 2018 Audit - Financials are finalized and issued. FDS data has been compiled and being entered into HUD system for auditor review.
- 2019 Audit - Financial data needs to be reviewed and analyzed by RHA and City staff. Requested items need to be provided to auditors. Bank reconciliations need to be analyzed and provided to auditors.
- 2021 Capital Fund has been obligated and drawdowns have begun for reimbursements to the City.
- RHA Budget Draft 2022-23 budget has been prepared and is pending review.

### Next Steps

A considerable amount of City resources have been allocated to assist RHA in meeting obligations to program participants and HUD, significantly impacting other City operations. RHA and City staff members have worked to significantly reduce the RHA budget deficit for FY 2022-2023 from previous fiscal years and will continue to oversee and monitor RHA's budget to maintain financial integrity and the health and safety of RHA's residents.

**DOCUMENTS ATTACHED:**

Attachment 1 - Resolution

Attachment 2 - Amended Budget

Attachment 3 - Position Control

RESOLUTION NO. \_\_\_\_\_

**A JOINT RESOLUTION OF THE COUNCIL OF THE CITY OF RICHMOND AND RICHMOND HOUSING AUTHORITY (RHA) BOARD OF COMMISSIONERS APPROVING THE HOUSING AUTHORITY AMENDED FISCAL YEAR (FY) 2022-2023 OPERATING BUDGET WITH PROPOSED REVISED ESTIMATED REVENUES OF \$4,803,922 AND TOTAL EXPENDITURES OF \$4,895,044 AND APPROVING AN INCREASE IN THE RHA FY 2022-2023 GENERAL FUND SUBSIDY AMOUNT BY \$91,122 FROM \$1,261,082 TO \$ 1,352,204 WHICH WILL PROVIDE SUFFICIENT REVENUE TO MATCH ANTICIPATED EXPENDITURES AND BALANCE THE RHA BUDGET TO \$4,895,044 IN ESTIMATED REVENUES AND \$4,895,044 IN ESTIMATED EXPENDITURES.**

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**WHEREAS**, the Richmond Housing Authority (RHA) is a public entity chartered by the City of Richmond, California, as a separate legal entity under the provisions of the U.S. Housing Act of 1937; and

**WHEREAS**, RHA's programs are funded by the federal government, subject to the rules and guidelines of the United States Department of Housing and Urban Development (HUD); and

**WHEREAS**, RHA's mission is to provide decent, safe, and sanitary affordable housing and coordinate supportive services for low-income residents and program participants of the City of Richmond; and

**WHEREAS**, RHA administers the Low Rent Public Housing Program, and administers the Capital Fund Grant Modernization Program to fund rehabilitation activity on its existing public housing stock; and

**WHEREAS**, the RHA's main goals and objectives for FY 2022-2023, in addition to the administration of its core public housing programs, will be to continue the repositioning of RHA assets.

**NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF RICHMOND AND THE MEMBERS OF THE RICHMOND CITY COUNCIL, COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA**, hereby authorizes the RHA amended fiscal year (FY) 2022-2023 operating budget with proposed revised estimated revenues of \$4,803,922 and total expenditures of \$4,895,044 and approving an increase in the RHA FY 2022-2023 general fund subsidy amount by \$91,122 from \$1,261,082 to \$1,352,204 which will provide sufficient revenue to match anticipated expenditures and balance the RHA budget to \$4,895,044 in estimated revenues and \$4,895,044 in estimated expenditures.

**BE IT FURTHER RESOLVED THAT** the Executive Director is authorized to take all actions necessary to implement the foregoing resolution.

\*\*\*\*\*

I certify that the foregoing resolution was passed and adopted by the Council of the City of Richmond and the Richmond Housing Board of Commissioners at a joint meeting thereof held on March 7, ~~2023~~2023, by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

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Chairperson

[SEAL]

ATTEST:

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Secretary

Approved as to form:

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Attorney

State of California            }

County of Contra Costa       : ss.

City of Richmond             }

I certify that the foregoing is a true copy of **Resolution No.** , finally passed and adopted at a joint City Council and Housing Authority Meeting held on January .

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CLERK OF THE HOUSING AUTHORITY

| FY2022-2023 Proposed Mid-Year Budget         |                      |   |                         |                   |                     |                               |                                |                                 |                     | 2/27/2023 |
|--|----------------------|---|-------------------------|-------------------|---------------------|-------------------------------|--------------------------------|---------------------------------|---------------------|-----------|
| Richmond Housing Authority                   |                      |   |                         |                   |                     |                               |                                |                                 |                     |           |
| Attachment 2                                 |                      |   |                         |                   |                     |                               |                                |                                 |                     |           |
|  | CAPITAL FUND<br>4201 | NEVIN PLAZA<br>4404                                 | NYSTROM VILLAGE<br>4405 | COCC<br>4501      | SUBTOTAL            | RICHMOND<br>VILLAGE I<br>4406 | RICHMOND<br>VILLAGE II<br>4407 | RICHMOND<br>VILLAGE III<br>4408 | GRAND TOTAL         |           |
| <b><u>REVENUES</u></b>                       |                      |   |                         |                   |                     |                               |                                |                                 |                     |           |
| OPERATING SUBSIDY                            |                      | 635,243.00  | 416,629.00              |                   | 1,051,872.00        | 233,080.00                    | 205,818.00                     | 78,516.00                       | 1,569,286.00        |           |
| CAPITAL FUND SUBSIDY                         | 1,110,141.00         | -   | -                       |                   | 1,110,141.00        |                               |                                |                                 | 1,110,141.00        |           |
| TENANT RENTAL INCOME                         |                      | 212,864.00  | 250,000.00              |                   | 462,864.00          |                               |                                |                                 | 462,864.00          |           |
| OTHER REVENUE/REIMBURSEMENTS                 |                      | 6,000.00  | 6,000.00                |                   | 12,000.00           | -                             | -                              | -                               | 12,000.00           |           |
| ADMINISTRATION TRANSFER IN FROM CAPITAL FUND |                      |   |                         | 111,014.00        | 111,014.00          |                               |                                |                                 | 111,014.00          |           |
| OPERATING TRANSFER IN FROM CAPITAL FUND      |                      | 277,535.00  |                         |                   | 277,535.00          |                               |                                |                                 | 277,535.00          |           |
| OPERATING TRANSFER IN FROM GF                |                      | 946,116.00  | 370,119.00              | 35,969.00         | 1,352,204.00        |                               |                                |                                 | 1,352,204.00        |           |
| <b><u>REVENUES Total</u></b>                 | <b>1,110,141.00</b>  | <b>2,077,758.00</b>                                 | <b>1,042,748.00</b>     | <b>146,983.00</b> | <b>4,377,630.00</b> | <b>233,080.00</b>             | <b>205,818.00</b>              | <b>78,516.00</b>                | <b>4,895,044.00</b> |           |
| <b><u>EXPENSES</u></b>                       |                      |   |                         |                   |                     |                               |                                |                                 |                     |           |
| SALARIES & WAGES                             |                      | 329,657.00  | 249,318.00              | 38,255.00         | 617,230.00          | -                             | -                              | -                               | 617,230.00          |           |
| FRINGE BENEFITS                              |                      | 254,542.00  | 194,769.00              | 88,354.00         | 537,665.00          | -                             | -                              | -                               | 537,665.00          |           |
| COST ALLOC. ADMIN                            |                      | 78,878.00   | 41,183.00               | 20,374.00         | 140,435.00          | -                             | -                              | -                               | 140,435.00          |           |
| OPERATING EXPENSES                           | 20,000.00            | 80,445.00   | 50,630.00               |                   | 151,075.00          | -                             | -                              | -                               | 151,075.00          |           |
| PROFESSIONAL SERVICES                        |                      | 655,308.00  | 128,328.00              |                   | 783,636.00          | -                             | -                              | -                               | 783,636.00          |           |
| EQPT & CONTRACT SVCS                         |                      | 74,700.00   | 134,000.00              |                   | 208,700.00          | -                             | -                              | -                               | 208,700.00          |           |
| GRANT EXPENSES                               | 356,966.00           |   |                         |                   | 356,966.00          | 233,080.00                    | 205,818.00                     | 78,516.00                       | 874,380.00          |           |
| PROPERTY INSURANCE                           |                      | 38,120.00   | 25,420.00               |                   | 63,540.00           | -                             | -                              | -                               | 63,540.00           |           |
| UTILITIES                                    |                      | 530,108.00  | 195,100.00              |                   | 725,208.00          | -                             | -                              | -                               | 725,208.00          |           |
| CAPITAL OUTLAY                               | 344,626.00           | 36,000.00   | 24,000.00               |                   | 404,626.00          | -                             | -                              | -                               | 404,626.00          |           |
| ADMINISTRATION TRANSFER OUT                  | 111,014.00           | 10% of Capital Fund Subsidy for COCC Administration |                         |                   | 111,014.00          |                               | -                              | -                               | 111,014.00          |           |
| OPERATING TRANSFER OUT                       | 277,535.00           | 25% of Capital Fund Subsidy for AMP Operations      |                         |                   | 277,535.00          |                               | -                              | -                               | 277,535.00          |           |
| <b><u>EXPENSES Total</u></b>                 | <b>1,110,141.00</b>  | <b>2,077,758.00</b>                                 | <b>1,042,748.00</b>     | <b>146,983.00</b> | <b>4,377,630.00</b> | <b>233,080.00</b>             | <b>205,818.00</b>              | <b>78,516.00</b>                | <b>4,895,044.00</b> |           |
| <b><u>Surplus (Deficit)</u></b>              | <b>-</b>             | <b>-</b>  | <b>-</b>                | <b>-</b>          | <b>-</b>            | <b>-</b>                      | <b>-</b>                       | <b>-</b>                        | <b>-</b>            |           |

**Richmond Housing Authority**  
**FY22-23 Position Control**  
Attachment 3

| <b>Position</b>      | <b># Emps</b> | <b>Status</b> |
|----------------------|---------------|---------------|
| ADMINISTRATIVE AIDE  | 1             | Vacant        |
| RESIDENT HOUSING MGR | 1             | Filled        |
| SR RESIDENT HOUS MGR | 1             | Vacant        |
| BLDG MAINT SUPV      | 1             | Filled        |
| SR DEV PROJ MGR      | 1             | Filled        |
| SR PROPERTY MANAGER  | 1             | Filled        |
| EXEC DIR HOUSNG AUTH | 1             | Filled        |
| <b>Total</b>         | <b>7</b>      |               |