

**HOUSING ADVISORY COMMISSION**  
**Monday, April 17, 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)

Absent: Toni Autry, Y'Anad Burrell, Cesar Zepeda, Council Liaison  
Vacancies: 1

Staff: Gabino Arredondo, RHA Executive Director

**3. WELCOME AND MEETING PROCEDURES**

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

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

**6. INTRODUCTION OF INVITED GUESTS:**

None

**7. EXECUTIVE DIRECTOR'S UPDATE:**

- Mid-year budget passed, reflecting end of rent at Nevin.
- Budget starting for next year– will bring to this meeting in May. Community meetings ongoing.
- Earth Day community clean-up at Nystrom–backyards, painting. 30 units are vacant and need to be worked on.
  - 4 young people from Richmond BUILD are being trained and helping the team to work on vacant units. Some are on the list to work construction for Chevron, but need to pay bills in the meantime.

- Richmond BUILD has a 10-15 week school, training, and work cohorts for youth employment
- Heat issue at Nevin Plaza– started December 15– both heat and hot water
  - RHA made payments to PG&E on behalf of residents; but PG&E wouldn't actually apply them without resident signed permission to look at accounts. Need to do this for about 10 people. No late fees but people have received shut-off notices.
- In the process for hiring an administrative assistant for RHA (Nicole's former job)

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

Commissioner Scott: Heat fixed but not working again

Director Arredondo: Need to tell EAH and good to also tell RHA

Commissioner Hegstrom: Possible to get payments monthly instead of annual for commissioners?

Director Arredondo: Possible

Commissioner Cosby: Does EAH have pet deposits? Tenants also leaving doors propped open in the back.

Director Arredondo: Yes, all security deposits and pet deposits were transferred to EAH.

Commissioner Scott: Told by maintenance that they no longer do after-hours maintenance for urination in elevators. Also came across an unhoused person sitting in the common area.

Commissioner Hegstrom: Pigeon excrement all over front steps and being tracked into building. It seems that security isn't there during the daytime. They are only there 5pm to 8am.

Director Arredondo: I am documenting all of this and will send a letter to EAH, cc'ing their bosses. You can text and email me these issues.

Commissioner Scott: EAH said they would leave up to the resident council on whether to keep meeting. They would appreciate it as a communication channel.

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

None

## 10. PRESENTATIONS

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

- ADOPT a resolution approving a fourth contract amendment with Integrated Security Management Group (ISMG) for security services at Nevin Plaza, in the amount of \$211,000, for a total contract amount not to exceed \$2,389,511.
  - **Moved, seconded, passed unanimously**
  
- ADOPT a resolution approving the Title 2 Code of Federal Regulations 200 Compliant Version Cost Allocation Plan - Richmond Housing Authority/Finance Department
  - Going forward, this document will provide the amount that HUD will pay to the City of Richmond annually to pay for RHA expenses. HUD requires cost allocation, so in the past has not agreed to pay for the City's expenses, and the city had to write them off as bad debt.
  - **Moved, seconded, passed unanimously**
  
- REVIEW and APPROVE Annual Public Housing Authority Plan
  - This applies just to Nystrom and Richmond Village
  - Will postpone approval vote until commissioners have additional time to review and until additional pieces of the document are shared

## 12. OPEN FORUM

- Cordell Himler:
  - The commission meetings should be on second Mondays of the month.
  - Requesting update on the disrepair at vacant Nystrom units
  - Request for sufficient funding for positions at the Department of Economic Development

### **13. OLD BUSINESS**

- Nevin Plaza transfer finalized March 17. They are supposed to start construction within 30 days.
- During construction, do they need to test the air for asbestos?
- There will be a phone line for construction questions
- They'd like to do an event to celebrate the construction kick-off
- Hacienda—Now fully booked, 150 units, as of March. 25 units for unhoused people. 2 counselors working with them directly. They finished the public art. They want to do a grand opening in June, will invite everyone.
- Nystrom- Still no deal with MBS, Gabino and Nanette are going to discuss with City Council in closed session to determine whether to continue negotiating or start over.
- Richmond Village- pause on transitioning final public housing units due to HUD consultant availability— on track to submit application to HUD and meeting with the HUD consultant related to that. This will just be a administrative/paper transition, no renovation/building planned at this time.

### **9. NEW BUSINESS**

None

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

Monday May 8, 2023

### **11. ADJOURNMENT 4:28 pm**