

**CITY OF RICHMOND**  
**Housing Advisory Commission**

**DATE: June 9, 2014**

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

**ADDRESS: 2400 Nevin Avenue, Richmond, CA 94804**

**This meeting is held in a building that is accessible to people with disabilities.**

**Commissioners**

**Jackie Thompson**  
**Acting Chair**

**Helen Hall**

**Sylvia Gray-White**

**Sherry Fuzesy**

**Courtland "Corky"  
Boozé**  
**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.)
  - January 13, 2014.
6. Introduction of Invited Guests
7. Announcements through the Chair (2 min.)
8. Executive Director's Report (10 min.)
9. Housing Advisory Commissioners' Reports (3 min.)
10. Presentations.
  - Mayor's Office
  - Liaison
  - City Attorney's Office
  - Richmond Police Dept./Security
11. Recommendations to the Housing Authority Board of Commissioners and/or Housing Advisory Commission.
12. Open Forum (Limit to 3 minutes per person)

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

### 13. Old Business

- Review and discuss Cypress Security (Commissioner H. Hall)
- Request and update from the Executive Director on previous discussions held on the \$25.00 "Late Payment Fee" Policy (Comm. Thompson).

### 14. New Business

- Report from the Executive Director on a date and location for a "Retreat/Workshop" bringing staff and the HAC together for the purpose of identifying rules and guidelines (Councilman / Liaison C. Boozé)
- Discuss and review titles of all computer generated reports; analysis of these reports; identify staff person(s) responsible for originating and completing the reports.; Request that the Commission receive various monthly reports such as: vacancy, move-in / move out report(s), maintenance work order status (pending and complete); re-certification status reports (Section 8 and Conventional); Receive a report on rent paid/unpaid as well as reports on accounts placed in/on a legal status. (Commissioner(s) Gray-White - Commissioner J. Thompson)
- Request that the Advisory Commission receive a copy of the Monthly Bank Statements. (Commissioner S. Gray-White - Commissioner J. Thompson).
- Review and discuss the Agency's Computer "Yardi" System (Commissioner S. Gray-White - Commissioner J. Thompson).
- Nomination / Election of Officers.

### 15. Next Scheduled Meeting

This Commission meets every 2nd Monday at 3:30 p.m. at 2400 Nevin Avenue in the Community Room. This meeting is being held in a wheelchair accessible location. 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, July 14, 2014.**

### 16. Adjournment.