

MINUTES FOR THE HOUSING AUTHORITY OF THE CITY OF RICHMOND  
HOUSING ADVISORY COMMISSION  
MONDAY, NOVEMBER 13, 2017

**1. Call to Order**

The meeting was called to order by Vice-Chair Scott at 3:35 PM.

**2. Roll Call**

All Commissioners were present, except Chair Farr and Commissioner Weekes. City Council liaison Choi was also present. Acting Executive Director William Bounthon was present, Special Consultant Tia Ingram was absent.

**3. Welcome and Meeting Procedures**

Secretary Hegstrom gave the welcome and read the meeting procedures.

**4. Agenda Review and Adoption**

The agenda was adopted.

**5. Approval of Minutes**

Minutes from the October 16, 2017 meeting were reviewed. A motion to approve the minutes was made by Vice-Chair Scott and seconded by Commissioner Thorpe, the minutes were approved by unanimous vote.

**6. Introduction of Invited Guests: none.**

**7. Announcements through the Chair: none.**

**8. Acting Executive Director's Report:** Acting Executive Director William Bounthon addressed the three items on the agenda. 1. Authorize the Housing Authority to revise the Public Housing Rent Schedule effective December 1, 2017. Mr. Bounthon said he did not have any information on this item so it was tabled until the next meeting. 2. Award a one-year contract to Universal Building Services for janitorial services for the Housing Authority administrative building and ground floor for Nevin Plaza Apartments not to exceed \$30,000. A brief discussion ensued. Commissioner Smith noted that the community room was not cleaned before our meeting. A question came up about cockroach infestation of the Nevin Plaza building. Mr. Bounthon said that the problem is being addressed: Kelly pest control recently did an inspection of floors 1 – 3 and found no infestation, floors 4 – 7 will be done on Thursday, November 16th. Giulia Colbacchini said that the Housing Authority will also be contracting with another pest control agency for a second opinion. 3. Approve an increase in expenditure authority for expert legal assistance with the response to the U.S. Housing and Urban Development, Office of Inspector General audit findings not to exceed \$60,000. Acting Executive Director Bounthon said that Consultant Tia Ingram will address this at our next meeting. Yvette Woods of the Richmond Housing Authority said that the Housing Authority will require expert legal services to address and respond to the complex legal findings from HUD.

The question was raised as to whether the commission should vote to approve the agenda items. Commissioners Scott and Thorpe commented that we should wait for more information before voting on items 1 and 3. Commissioner Thorpe moved to approve item 2, the contract for janitorial services with UBS. Secretary Hegstrom seconded. The motion was passed unanimously.

9. **Housing Advisory Commissioner Reports:** Vice Chair Scott reported a problem with one of the new security officers from Allied Security Services. He let someone exit through the garbage room doors, and he was also seen sleeping on the job. There was a general discussion of the security situation at Nevin Plaza and several residents made comments. Acting Executive Director Bounthon said that the conversation with Allied Security is ongoing and that RHA will address these issues with them. Commissioner Scott also reported that she has not been receiving her stipend for serving on the commission and has only received a check for \$25 when she is owed over \$200. Secretary Hegstrom made 4 reports: 1. she reminded the commission that elections were supposed to have happened in November. 2. She asked about training of commissioners, Yvette Woods answered that she has information about training that she will give to the commissioners. Secretary Hegstrom responded that the online course at NAHRO costs money and she asked if RHA will pay for the training. Ms. Woods said she will find out. 3. Secretary Hegstrom then said that the security guards at Nevin Plaza do not have keys to the stairs, so when the elevators are both not working residents have to wait until janitorial staff comes on site. Mr. Bounthon answered that he had not realized that security staff did not have keys to the stairs and that he will make sure that they get a copy. 4. Secretary Hegstrom then asked about the finances of the Nevin Plaza Resident Council and how the money should be spent. Giulia Colbacchini said she doesn't know the current account balance and that finance would know. Ms. Yvette Woods said that she knows about how Resident Council funds are supposed to be managed and spent and that she will get that information to Commissioners Scott and Hegstrom who are on the Nevin Plaza Resident Council.
10. **Presentations:** none.
11. **Recommendations to the Housing Authority:** none
12. **OPEN FORUM:** Cordell Hindler announced that he has inside information that the HAC Commissioners will have their terms extended 90 days as the commissioners terms are up in November. He said there is a new play at the Contra Costa Civic Theater called 'Over the River and through the Woods'. He said the next Crime Prevention meeting will be November 15<sup>th</sup> at the Recreation Center. He announced that the Commission on Aging has six vacancies and desperately needs people to volunteer. Marilyn, a resident on Nevin Plaza, asked who are the resident managers and wondered why they are not doing their job. Giulia Colbacchini answered that there are three resident managers, Allen Wheeler, D'Artagnian Connor, and K.P. (Kyle). At this point it was 4:30 PM and Commissioner Scott moved that the meeting be extended for 10 minutes. Commissioner Smith seconded and the meeting was extended.
13. **Old Businesses:** none.
14. **New Business:** Commissioner Thorpe would like a report on the status of the future of the Richmond Housing Authority and would like an item added to the agenda for the December meeting: **a report on the current status of the RHA and its future.** A

discussion ensued. Giulia Colbacchini said that she has heard that the RHA is not dissolving and it will not be merging with Contra Costa Housing Authority. Council Liaison Choi stated that the mayor has brought up the subject of dissolving the RHA but that there are currently no viable plans to dissolve the RHA. He stated that it is his opinion that things will continue as they have been.

**15. Next 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, December 11<sup>th</sup>, 2017.

**16. Adjournment.** There was no further Housing Advisory Commission business, and Vice-Chair Scott adjourned the meeting at 4:40 pm.