

MINUTES FOR THE HOUSING AUTHORITY OF THE CITY OF RICHMOND
HOUSING ADVISORY COMMISSION
SPECIAL MEETING
TUESDAY, FEBRUARY 20, 2018

1. Call to Order

The meeting was called to order by Chair Farr at 10:44 AM.

2. Roll Call

All Commissioners were present; Commissioners Farr was present via conference call. Also present was Yvette Woods from the Richmond Housing Authority. Council liaison Ben Choi was absent. Special Consultant Tia Ingram was present via conference call.

4. Agenda Review and Adoption

The agenda was adopted.

- 5. Approval of Minutes.** The minutes from the November 13, 2017 meeting were approved. Secretary Hegstrom made the motion which was seconded by Commissioner Smith.

6. No Invited Guests

7. No Announcements through the Housing Advisory Commission Chair

8. Management's Report.

A1. Yvette Woods spoke for Tia Ingram. She read the agenda report for an item that will go before the Housing Authority Board at the February 20, 2018 meeting, regarding a contract with Staffmark Holdings. RHA wishes to enter a contract with Staffmark Holdings to provide temporary staff to the Housing Authority, in an amount not to exceed \$100,000.

A2. Yvette woods read a second agenda report to go before the board at the February 20, 2018 meeting, this one regarding closing out the contract with Rabbit Copier. RHA has a new contract with Ricoh for copy machines and will close out the contract with Rabbit Copier for an amount not to exceed \$17,000.

B1. Consultant Tia Ingram spoke about the PHARS agreement between RHA, HUD, and the city of Richmond for the next 6 months. The agreement requires RHA to make certain changes and improvements and reach certain goals within a specified timeline. The agreement was made in response to HUD OIG report findings of serious financial problems with RHA and its interaction with the City of Richmond. The report also found serious management concerns at RHA. HUD threatened to take over RHA. The Richmond City Manager and the City Council took a strong position to save the RHA. Over the last 7 months, RHA has made monthly reports to the City Manager and HUD. RHA has made changes including training staff and initiating discipline for staff as needed. RHA has addressed and closed out all OIG findings except a payment RHA made to the City of Richmond in the amount of \$2,100,000. This money was proceeds

from the sale of the RHA owned West Ridge property. As per the PHARS agreement, the City of Richmond has agreed to return the \$2,100,000 to the RHA. Over the next 6 months, RHA will have to comply with a new budget. It will increase staff from 12 to 22. At the end of the 6 months, if RHA fails the PHARS agreement, RHA will be dismantled. Part of what will occur over the next 6 months will be moving toward the Demolition and Disposal of the remaining two RHA public housing sites, Nevin Plaza and Nystrom Village. These sites will be taken out of public housing and the residents will be given Section 8 vouchers. Most residents will likely move to the new project Nevin 21-23. As the families leave the current sites, the Nevin Plaza and Nystrom Village properties will be redeveloped. Jackie Thompson asked if commissioners ask for a line-item budget to see what the RHA owes the city. Consultant Tia Ingram answered that the PHARS agreement doesn't specify the budget other than that HUD says the \$2.1 million from the West Ridge property sale cannot be used to pay the city. She explained that a forensic auditor has been hired who will determine how much RHA owes the city. Line item information from the forensic audit should be available once the audit is complete. Vice-Chair Scott asked about the Mira Flores development. Consultant Ingram explained that Mira Flores is private and is not owned by the RHA. RHA only issues project-based vouchers. Consultant Ingram then continued, the PHARS agreement is something to be proud of. The City of Richmond and the RHA have stepped up to save the RHA. The work accomplished over the next 6 months will determine if these efforts succeed.

B2. Yvette Woods read the agenda report regarding a contract for RHA to rent a flatbed truck from HERC equipment rental. The amount will not exceed \$20,000. Ms. Woods explained that the truck is needed to remove illegal dumping and items left behind by residents when they move out. Jackie Thompson commented that it would make better sense to rent a truck from the city. Ms. Woods replied that the city does not have extra trucks and that the city is also renting trucks from HERC.

B3. Yvette Woods announced that there will be a new Resident Advisory Board formed, with members made up of residents from both Section 8 and Public Housing. Board action is required to appoint residents to the RAB. About \$175 will be required to pay each board member their \$25 stipend. This board will review and revise RHA plans to assure compliance with HUD. Jackie Thompson said she was on the previous RAB and wondered if she would be reappointed. Ms. Betty Parker said that the board will be comprised of all new members, and that she has a list of 20 people who have expressed an interest. Seven residents will be selected from this list.

At 11:36 Chair Farr addressed the agenda where it was decided that item

B4: the RHA status report, would be tabled until the next meeting due to time constraints.

B5. Yvette Woods explained that RHA will be opening a wait list for Section 8 Project Based Vouchers for seniors only. The RHA does not have enough seniors on its wait list for the new seniors only housing projects. The list hopes to get 2,000 new applicants, and will be open from March 5, 2018 at 8AM through March 8 at 4PM. Seniors must apply online. Commissioner Smith expressed concern that it may be difficult for seniors to apply online. Ms. Woods answered that every effort will be made to help seniors apply, including training staff at senior centers to help seniors apply, RHA staff will also be available to help people. Jackie Thompson said that property managers should let seniors know about the list opening, and that neighborhood councils should be made aware. Ms. Woods responded that Neighborhood Councils will be made aware. Commissioner Smith suggested that a 'frequently asked questions' sheet be made available to seniors receiving Section 8 vouchers. A brief discussion ensued.

A motion was made by Commissioner Smith to approve the agenda items A1-2, B1-3 and B5. The motion was seconded by Secretary Hegstrom. The motion was passed unanimously.

9. **Commissioners Reports.** Vice-Chair Jaycine Scott reported that the stairwells in the Nevin Plaza building still have not been properly cleaned up of fecal matter. A discussion ensued. Chair Farr asked Commissioner Scott to prepare a written document stating the problem for the March 12th meeting. A suggestion was made that the HAC invite Maria of RHA to come to the March 12th meeting and bring the maintenance records.
10. **No Presentations.**
11. **No Recommendations to the Housing Authority Board of Commissioners or Housing Authority Commission**
12. **Open Forum. Jackie Thompson** expressed concerns that the conference room at 330 24th street is not the appropriate venue for the HAC meeting. She thought it might be a violation of the Brown Act to meet in the conference room instead of the normal meeting location. She said the conference room does not provide public access. She also stated that the HAC commissioners should receive training on the Brown Act. Finally, she stated that commissioners should receive an orientation and training about serving as Housing Advisory Commissioners. **Cordell Hindler** stated that there is an upcoming Crime Prevention meeting tomorrow at 7 PM in the Recreation Center. He also invited people to attend the library commission meeting on March 13th. He said he had extended an invitation to attend the HAC meeting to Captain Walle and Lt. Johansson of the Richmond Police Department but that they were unavailable to attend the meeting. Finally, Mr. Hindler stated that the Commission on Aging needs commissioners.
5. **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, March 12th, 2018.**
16. **Adjournment.** Chair Farr adjourned the meeting at 12:08 PM.