The Special Meeting of the Richmond Housing Authority was called to order at 6:26 p.m., by Chairperson Thomas K. Butt, who led the Pledge of Allegiance to the Flag.

**ROLL CALL**

Present: Commissioners Jovanka Beckles, Ben Choi, Eduardo Martinez, Jael Myrick, Ada Recinos, Chairperson Thomas K. Butt, and Tenant Commissioners Jaycine Scott and Tanise Smith. Absent: Vice Chair Melvin Willis arrived after the roll was called.

**STATEMENT OF CONFLICT OF INTEREST**

None.

**AGENDA REVIEW**

None.

**HOUSING AUTHORITY CONSENT CALENDAR**

On motion of Tenant Commissioner Scott, seconded by Tenant Commissioner Smith, the items marked with an (*) were approved by the unanimous vote of the Housing Authority Board of Commissioners:

*E-1. Adopted Resolution No. 2076 authorizing the Executive Director of the Richmond Housing Authority to execute a $150,000 three-year contract with up to two one-year options with Goldfarb and Lipman, LLP for legal consulting services associated with the assets of the Richmond Housing Authority.

*E-2. Adopted Resolution No. 2077 approving a contract amendment with Staffmark Holdings, Inc. for temporary staffing services, increasing the contract amount by $150,000, for a total amount not to exceed $350,000, and extending the expiration date to June 30, 2020.

*E-3. Adopted Resolution No. 2078 authorizing the Executive Director of the Richmond Housing Authority to negotiate and enter into a contract with an architect selected from the City of Richmond's architect on-call list to conduct a needs assessment and prepare a final bid specifications package for the Nevin Plaza elevator modernization project, for an amount not to exceed $50,000, for a one year-period.

*E-4. Adopted Resolution No. 2079 approving an emergency justification contract with Advanced Elevator Solutions for elevator maintenance services at Nevin Plaza, in an amount not to exceed $50,000 for a one year period.
*E-5. **Adopted Resolution No. 2080** approving a contract with David Paul Rosen & Associates to assist the Richmond Housing Authority in developing and implementing a master plan for revitalization and redevelopment of its public housing portfolio for a not to exceed amount of $150,000, with a term from January 1, 2019 through December 31, 2020.

*E-6. **Adopted Resolution No. 2081** approving a contract with Kelly Pest Control to provide pest control services, in an amount of $30,000 for one year, with two additional one year options not to exceed $90,000.

*E-7. **Approved** the minutes of the November 27, 2018, special Richmond Housing Authority meeting.

**ADJOURNMENT**

There being no further business, the meeting adjourned at 6:28 p.m.

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Clerk of the City of Richmond
(SEAL)

Approved:

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Chairperson