

CITY OF RICHMOND
Housing Advisory Commission
Meeting

DATE: April 8, 2019

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

Tanise Smith
Chair

Jaycine Scott
Vice-Chair

Carol Hegstrom
Secretary

John “JJ” Thorp

Preston Lam

Toni Autry

Vacancy

Ben Choi
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.)
 - March 11, 2019
6. Introduction of Invited Guests
7. Announcements through the Housing Advisory Commission Chair (2 min.)
8. Executive Director’s Update
9. Housing Advisory Commissioners’ Reports (3 min.)
10. Presentations
11. Recommendations to the Housing Authority Board of Commissioners and/or Housing Advisory Commission.
 - a. Adopt a resolution approving an emergency contract with, and associated payment to, Belfor Property Restoration for emergency water damage remediation at the Nevin Plaza Housing Development for the amount of \$11,336.71.

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

b. Adopt a resolution for a three-year contract with Convergent Technologies in an amount not to exceed \$110,000 - Richmond Housing Authority and Department of Infrastructure and Maintenance Operations.

c. Adopt a resolution approving a sole source contract with Century Group Executive Recruitment for temporary staffing services, for a total amount not to exceed \$100,000, and an expiration date of March 31, 2020.

d. Adopt a resolution approving a contract amendment with Renoir Staffing, LLC for temporary staffing services, increasing the contract amount by \$15,000, for a total not to exceed \$25,000.

e. Adopt a resolution approving a contract amendment with Express Pros. for temporary staffing services, increasing the contract amount by \$20,000, for a total amount not to exceed \$25,000.

f. Receive a presentation updating the Board of Commissioners on the status of the Housing Choice Voucher (HCV) transfer; and provide direction regarding the HCV Transfer community engagement.

12. Open Forum (Limit to 3 minutes per person)

13. Old Business

a. Elevator Update (Status of Service Contract and New Elevator)

b. Maintenance Work Order Update

14. New Business

a. Maintenance Staff Non-Responsive to Work Order Requests in a Timely Manner

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, May 13, 2019.**

16. Adjournment