

CITY OF RICHMOND
Housing Advisory Commission
Meeting

DATE: May 13, 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.)
 - April 8, 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 for a three year contract with Convergent Technologies for an amount not to exceed \$110,000 – Richmond Housing Authority and Department of Infrastructure and Maintenance Operations (Nannette Beacham 621-1309/Tim Higare 620-6508).

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 entering into a contract with Kray Cabling to install cabling to upgrade the CCTV system at the Nevin Plaza Development for the amount not to exceed \$65,000 for a one year term – Richmond Housing Authority and Department of Infrastructure and Maintenance Operations (Nannette Beacham 621-1309/Tim Higaes 620-6508).

c. ADOPT a resolution approving a contract with Pacific Site Management for as-needed landscape services at public housing properties in an amount of \$75,000 from May 21, 2019 to June 30, 2020 with two optional one-year extensions for a total amount not to exceed \$225,000 - Richmond Housing Authority (Nannette Beacham 621-1309/ Tim Higaes 620-6508).

d. ADOPT a resolution approving an emergency contract with Universal Protection Service for security services at Nevin Plaza and Hacienda for four months, for a total amount not to exceed \$336,000, and an expiration date of August 1, 2019 - Richmond Housing Authority (Nannette Beacham 621-1309/Tim Higaes 620-6508).

e. ADOPT a resolution authorizing service contracts with (1) Edrington Schirmer & Murphy LLP (2) Law Office of Charles T. Ramsey, and (3) Law Offices of Bill Ford for as needed unlawful detainer legal services in an amount not to exceed \$75,000 per firm, per year over a three-year period with two optional one-year extensions for a total amount not to exceed \$375,000 per firm (Nannette J. Beacham 621-1309/Shannon Moore 620-6509).

f. Receive presentation on the Asset Repositioning Strategy

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. Discuss Commissioners Submitting Reports

b. Assign Subcommittees for Nevin Plaza and Nystrom Village

c. Schedule Tour for Nevin Plaza and Nystrom Village (including one or two units that are offline at Nystrom Village) – The tour will be scheduled following the clean-up at Nevin Plaza and Nystrom Village.

d. Waiting List

- 1) How many are on the list?
- 2) When was the last time people were contacted to confirm interest?
- 3) Is there pre-screening/pre-approval in advance so when units are move-in ready, there are tenants who are also move-in ready?

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, June 10, 2019.**

16. Adjournment