

CITY OF RICHMOND
Housing Advisory Commission
Meeting

DATE: June 10, 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.)
 - May 13, 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 for Board Meeting on June 18, 2019.
 - a. ADOPT a resolution approving a Memorandum of Understanding (MOU) between the Richmond Housing Authority (RHA) and the Housing Authority of the Contra Costa County (HACCC) for the transfer of RHA’s Housing Choice Voucher (HCV) program to HACCC and AUTHORIZE the Executive Director to negotiate and execute the final form of the MOU and any other documents and agreements necessary to transfer the HCV program to HACCC- (Nannette Beacham 621-1309).

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 approving a contract with Enpro Services, Inc. for Elevators Modernization at the Senior Housing at 2400 Nevin Avenue, Richmond, in an amount not to exceed \$1,100,000.00. (Nannette Beacham 621-1309/Yader A. Bermudez, 510 774-6300).

c. ADOPT a resolution authorizing service contracts with (1) HR Management, (2) People Ready (Labor), (3) Express Professionals, and (4) Renoir Staffing for as needed staffing services in an amount not to exceed \$150,000 per firm per year over a three-year period with two optional one-year extensions- (Nannette Beacham 621-1309/Sharrone Taylor). – In Progress

d. ADOPT a resolution authorizing an amendment with Judondi Boldin for as needed unlawful detainer legal services in an amount of \$5,000 increasing the not to exceed amount to \$15,000 and Edrington, Schirmer & Murphy in an amount not to exceed \$15,000 - Richmond Housing Authority (Nannette J. Beacham/Shannon Moore 621-1309). - In Progress

Upcoming Agenda items for Board meeting on July 2, 2019. Copies of attachments will be provided as they become available.

a. Bay Alarm – June 30, 2019

APPROVE a contract amendment with Bay Alarm Company for burglar and fire alarm monitoring services, increasing the payment limit by \$10,000 to \$30,000, and extending the term to June 30, 2019. (This item was reviewed and recommended for approval by the Housing Advisory Commission at its meeting of July 2, 2019.) - Richmond Housing Authority (Nannette Beacham 621-1309).

b. Yardi – June 30, 2019

ADOPT a resolution approving a three-year contract renewal with Yardi Computer Systems, Inc. to provide the computer software required to administer the Low-Income Public Housing in an amount not to exceed \$55,000 ??? per year - Richmond Housing Authority (Nannette J. Beacham 510 621-1309).

c. A Step Above – June 30, 2019

ADOPT a resolution approving a contract amendment with A Step Above for elevator maintenance services at Nevin Plaza, increasing the payment limit by \$50,000, for a not to exceed total contract amount of \$160,000 - Richmond Housing Authority (Gabino Arredondo 620-6512).

d. Net Electric - June 30, 2019

ADOPT a resolution approving a 2nd contract amendment with Net Electric for electrical maintenance services at Housing Authority Public

Housing Developments, increasing the payment limit from \$10,000 to \$30,000, and extending the term to June 30, 2019. (This item was reviewed and recommended for approval by the Housing Advisory Commission at its meeting of July 2, 2019.) - Richmond Housing Authority (Nannette J. Beacham 510 621-1309).

e. ADOPT a resolution approving the recommendations outlined in the Richmond Housing Authority (RHA) Consulting Services of the Housing Authority's Financial Management Practices report - (Nannette Beacham/Belinda Warner 621-1309).

f. Security Services Contract

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

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, July 8, 2019.**

16. Adjournment