

MINUTES FOR THE HOUSING AUTHORITY OF THE CITY OF RICHMOND  
HOUSING ADVISORY COMMISSION  
MONDAY JANUARY 14, 2019

**1. Call to Order**

The meeting was called to order by Vice-Chair Scott at 3:35 PM.

**2. Roll Call**

Commissioners Autry, Hegstrom, Lam and Scott, and Council Liaison Choi were present. Commissioner Thorpe was absent. Chair Smith arrived at 3:45 PM. Also present were Richmond Housing Authority Acting Executive Director Gabino Arredondo, and Markisha Guillory, Budget Administrator from the City of Richmond.

**4. Agenda Review and Adoption**

The agenda was adopted.

- 5. Approval of Minutes.** The minutes from the December 10, 2018 meeting were adopted with minor corrections. Commissioner Smith made the motion which was seconded by Commissioner Lam. The revised minutes were approved unanimously.

- 6. Invited Guest. Chris Broglio and Victoria Sawicki, Human Rights and Human Relations Commission.** Mr. Broglio introduced himself and Ms. Sawicki, and said that the Human Rights and Human Relations Commission is very concerned about the residents of Richmond Housing Authority public housing. Ms. Sawicki said that she was at the city council meeting in October when many residents from Nevin Plaza came and talked about the terrible conditions at this building. Mr. Broglio said that everyone has a right to safe, secure and habitable housing. He said that if any resident feels there are problems that are not being adequately addressed, that they can come to the Human Right Commission meeting and speak to the commission. The commission meets every 4<sup>th</sup> Monday at 6:30 in the Richmond City Council chambers. He said he would leave some business cards for residents and commissioners. Public Speakers: there were two speakers on this item: Jackie Thompson commented that she is glad to see the Human Rights Commission here at the meeting. She said residents are often afraid to speak up. One violation that is not being addressed is non-residents coming into the building. She also stated that she would like to see a RPD beat 7 officer as an invited guest. Rusol Carjapley introduced himself, he is from the Richmond Progressive Alliance and an aid to Jovanka Beckles. He said he visited Nevin Plaza after hearing complaints of no elevators and other problems. He suggested that a joint meeting be held with the Housing Advisory Commission and the Human Rights and Human Relations Commission. He also said that there should be a town hall meeting that includes the residents.

- 7. Announcements through the Housing Advisory Commission Chair.** Chair Smith distributed a copy of the Housing Advisory Commission by-laws to the commissioners. She stated that the by-laws state that our meeting starts at 4PM. She also stated that our by-laws state that four commissioners are required to be residents of Richmond Housing Authority.

**8. Management's Report.**

**Gabino Arredondo, Acting Executive Director of the Richmond Housing Authority** gave a general update on the Housing Authority. He said that RHA has met with the Contra Costa County Housing Authority staff and that they are supportive of the idea of RHA transferring its Section 8 vouchers to CCCHA. They said that in order to do so, they need to create a resolution between the two agencies, and both sides would have to approve it. He said that HUD rules say that transfers can only happen at one time of year, in July. There was a general discussion about the potential transfer of RHA vouchers. Acting Executive Director Gabino Arredondo was not certain whether the project-based and public housing based vouchers would both be included in the transfer. Secretary Hegstrom pointed out that the Richmond Housing Commission Board voted to explore transferring all vouchers to Contra Costa County. Chair Smith pointed out that the Richmond Housing Authority Board was told that the transfer would take years to happen, and she asked whether Acting Executive Director Gabino Arredondo was planning to make the transfer in July 2019. He responded that, yes, he would try to get the Section 8 vouchers transferred in July 2019. He said that he would look into what would happen to vouchers for the current Richmond Housing Authority public housing/project-based vouchers.

Section 8 staffing: Acting Executive Director Gabino Arredondo stated that RHA is hiring a new Section 8 staff person.

RHA Executive Director hiring: He stated that the hiring process has begun the process of selecting a new Richmond Housing Authority Executive Director. He said RHA is in the process of making an offer to a candidate.

Inter-departmental team: The inter-departmental team continues to meet weekly to address ongoing problems at Richmond Housing Authority, Nevin Plaza and Nystrom Village.

Inspection at Monterrey Pines: RHA staff did some inspections of improvements at Monterrey Pines. Acting Executive Director Gabino Arredondo passed out some photos of the improved units. He said RHA is responsible for inspecting the improvements, he said the units passed inspection. A discussion ensued regarding the role of RHA and its vouchers at Monterrey Pines.

RHA budget: Acting Executive Director Gabino Arredondo introduced Markisha Guillory, a budget administrator for the City of Richmond. She is part of the team working to correct the RHA budget. She said a six month budget update will be presented to the RHA Board of Commissioners at their January 29, 2019 meeting. Many adjustments need to be made. She said the budget will focus on the current state of RHA and will not consider future options such as transferring vouchers to Contra Costa County. A discussion ensued, Secretary Hegstrom asked about the Nevin Plaza Resident Council funds, and Vice-Chair Scott asked about setting up a bank account for the Resident Council. Chair Smith asked when RHA laid off its maintenance staff, Ms. Guillory answered about 7 years ago. Acting Executive Director Gabino Arredondo said that RHA never laid off all of its maintenance staff; it currently has three full time maintenance workers. Chair Smith asked if the backlog of maintenance request orders in the Yardli system has improved.

Holiday Decorations: Acting Executive Director Gabino Arredondo thanked Vice-Chair Scott and Allied Security for providing and installing holiday decorations.

Security RFP: A RFP for security services was released and ten proposals were submitted. A discussion ensued about how the contract is written and whether the contract will allow RHA to hold the security company accountable if the guards are not doing their job. Acting Executive Director Gabino Arredondo said that currently there are security meetings every other week with the current security company to address remedial issues. A meeting may be set up that includes Richmond Police Department officers.

Landscaping RPF: Acting Executive Director Gabino Arredondo said that a RFP for landscaping had been released. Six companies have responded.

Federal Government Shutdown: Acting Executive Director Gabino Arredondo said he got an email from NAHRO; they are concerned about whether HUD will make its payments to landlords for March, 2019 if the government is still shut down. There is no official notice from HUD as HUD is currently shut down. He is concerned about how the government shutdown will affect RHA. It appears HUD will not be making certain payments that RHA depends on. He said HUD is currently not answering their telephone.

Elevators at Nevin Plaza: Acting Executive Director Gabino Arredondo said that last week an architect reviewed the specifications for the new elevators to be included in a new RFP. A discussion ensued about why only one elevator is currently functioning. Secretary Hegstrom asked why the second elevator repair company has not started work. Acting Executive Director Gabino Arredondo answered that they have not signed the contract yet, despite repeated requests that they do so. Chair Smith asked if there is a time-frame to get the contract signed and the repairs started.

Public comment: Victoria Sawicki from the Human Rights and Human Relations Commission said she wonders if there is anything RHA can do to allay resident's fears about the government shutdown. Is there a way to help the residents feel safe and protected? Toni Autry, Commissioner, said that if the federal government and HUD are still shut down by the next RHA meeting, that she would be happy to discuss alternate ways of paying the landlords. She said that she has experience with these matters and that she can help. She said that for example, the HAP contract can be used to make payments.

At 4:30 PM Secretary Hegstrom moved that we extend the meeting by 20 minutes. Chair Smith seconded.

9. **No Housing Advisory Commissioners' Reports:** Public speaker: Jackie Thompson. Ms. Thompson said it would be good if commissioners visited properties and gave reports. She said that Nystrom Village is in bad shape. She asked if a commissioner can be assigned to check on Nystrom Village.
10. **No presentations.**

11. **No Recommendations to the Housing Authority Board of Commissioners or Housing Authority Commission.**
12. **Open Forum:** Three speakers: 1. Jackie Thompson welcomed Commissioners Autry and Lam. She said she worked for 22 years at the San Francisco Housing Authority. She said that new commissioners were supposed to undergo training in the Brown Act. She said that she is watching and will be reporting any Brown Act violations by the Housing Advisory Commission. She said that at least 10 minutes before the meeting start time the agendas and speaker's cards should be available on a back table. She said they should not arrive after the posted meeting time and should not be placed on the table where the commissioners sit. 2. Madison T., a guard from Allied Security. She said guards are working with residents and they have found that some residents are selling drugs. Other residents have dogs who are not authorized to do so. She said some residents don't have key cards and that is an ongoing problem. She said the guards need support from the management in helping to weed out people who don't belong. One way to do that would be for everyone to have a key card that works. She said guards need a list of people (preferably with photographs) of people who are not allowed in the building. She said guards do not currently have such a list. She said Richmond Police officers have been doing a better job of checking Nevin Plaza and some even come inside and check. Others sit in their car across the street; she said the officers should come inside. She said many residents are seniors and they do not feel comfortable in the building. 3. Francis Clay: Mr. Clay said his organization has made a bid on the landscaping RFP. He said they give jobs to people in need. He passed out a flier about his company.
13. **No Old Business:** Public speaker: Jackie Thompson. Ms. Thompson said that many things on our agenda are actually old business and should be reflected on the agenda as such. And she said that new business should be listed as on the agenda under new business.
14. **New Business**
15. **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 Souble, ADA Coordinator, at (510) 620-6509 at least three business days before the meeting date. The next meeting is scheduled for **Monday, February 11, 2019.**
16. **Adjournment.** Chair Smith adjourned the meeting at 4:45 PM.