Mayor and Members of the City Council:

This is the weekly report for the week ending January 16th, 2015.

1. **Meeting Notes**

   The next City Council meeting will be the on Tuesday, January 20th, beginning with a Closed Session at 5:30 PM, followed by the Richmond Council meeting at 6:30 PM.

2. **Martin Luther King, Jr. Day of Service on the Richmond Greenway**

   Make it a day on - not a day off! Join the Friends of the Richmond Greenway on Martin Luther King Jr. National Day of Service, Monday, January 19th from 9:00 AM to 1:00 PM, along the Richmond Greenway (6th-16th Street & Ohio Avenue). Activities include: Greenway clean-up, mulching, bioswale planting, compost giveaway, art projects @ Harbour 8th Park for all ages, and Unity Park Community Design Tents @ 6th, 8th and 16th Streets. For more information, please visit www.mlkrichmond.org.
3. **Compost Giveaway at Martin Luther King, Jr. Day of Service**

The City of Richmond Environmental and Health Initiatives is excited to announce residents will be able to take home compost free of charge at the Martin Luther King, Jr. Day of Service on Monday, January 19th. This compost is produced locally from Richmond food scraps. The event will be from 10:00 AM – 1:00 PM at the Richmond Greenway (6th Street & Ohio Avenue).

Here is some important information to know before you come out:

- Richmond residents only (no businesses)
- Up to two cubic feet (approx. three 5-gal buckets) of compost per resident, while supplies last
- Please bring your own container(s). Compost is not bagged

Please call (510) 620-6512 or visit [www.richmondenvironment.org](http://www.richmondenvironment.org) for more information.
4. **Holiday Tree Disposal and Recycling Options**

Residents have several options to properly dispose of holiday trees this January. Please see the summary below or the flyer for more information.

1) If you have not already used your allocated On-Call Curbside Clean-up(s), call RSS Customer Service to arrange for no cost curbside pick-up at (510) 262-7100. Unscheduled pickups outside will be charged $15.48 by RSS.

2) On any of your regular green waste collection days, cut your unflocked, natural tree to fit in your yard waste cart. Trees must be 6” or less in diameter and cut to 3’ in length. Cut off top and remove stand and all decorations. Artificial trees should be put into the trash bin.

3) With proof of residency (driver’s license or CA ID), RSS customers can take Christmas Trees to Golden Bear Transfer (1 Parr Blvd, Richmond, Monday - Friday, 7:00 AM – 5:00 PM; Saturday - Sunday, 9:00 AM – 5:00 PM) thru the 1st weekend in February at no cost for compostable trees; $8.50 disposal fee for non-compostable.
Compostable Christmas Treeycling &
Non-compostable Tree Disposal Options:

1) On any of your regular green waste collection
days, cut your unflocked, natural tree to fit in your
yard waste cart. Trees must be 6” or less in
diameter and cut to 3’ in length. Cut off top and
remove stand and all decorations.

2) If you’ve not already used your allocated On-Call
Curbside Clean-up(s), call RSS Customer Service to
arrange for no cost curbside pick-up. Trees 5’ tall or
more must be cut in half.

3) With proof of residency (driver’s license or CA ID).
RSS customers can take Christmas Trees to
Golden Bear Transfer (1 Parr Blvd, Richmond M-F,
7am-5pm; Sat-Sun, 9am-5pm) thru the 1st
weekend in February at no cost for compostable
trees; $8.50 disposal fee for non-compostable
trees, or no proof of residency.

4) If you’re unable to cut/trim your compostable tree
to fit in your green cart or non-compostable tree
(artificial, flocked, contaminated with ornaments,
stands, plastic wrapped) in the brown cart, call RSS
Customer Service to arrange “For Fee” curbside
collection ($15.48/tree).

IMPORTANT GUIDELINES FOR COMPOSTING
CHRISTMAS TREES—PLEASE:
✓ Remove all lights, ornaments, tinsel, nails and
stands.
✓ No flocked, painted, fireproofed, artificial or trees
contaminated with decorations, stands or plastic
wrappings.
✓ On-Call and “For Fee” pick-ups must be scheduled
in advance—call (510) 262-7100

Questions? Need more information?

Call Richmond Sanitary Service
(510) 262 7100

5) In addition to the other services some local Boy
Scout troops and youth organizations in Richmond
collect Christmas Trees in exchange for a
donation.

No flocked, painted or artificial trees
No lights
No ornaments
No stands
5. **Get your Family Covered! Health Enrollment Event**

Open enrollment for 2015 health insurance plans through Covered California began November 15, 2014 and will **end on February 15, 2015**. The City of Richmond is continuing its focus on improving community health and is encouraging residents to enroll in quality, affordable health care.
Residents may be eligible for the following affordable health insurance:

- Medi-Cal, California’s health coverage program for lower-income residents, OR
- Private insurance plans offered through Covered California

To enroll and receive support from certified enrollment counselors with your Covered CA or MediCal application, we invite you to attend Richmond’s “We’re Bringing Healthcare back to Our Community” healthcare enrollment event to be held:

**Date:** Saturday, January 17, 2015  
**Time:** 1:00 PM to 5:00 PM  
**Location:** Bay Area Rescue Mission (In the Chapel)  
123 Macdonald Avenue  
Richmond, CA 94801

Please bring proof of:

- **Identity:** ID, driver license, or passport for each adult applying.  
- **California Address:** Any piece of postmarked mail sent to you.  
- **Income:** Last 30 days of paystubs, 2013 income tax filings, and Social Security Cards of everyone applying (including dependent tax information and head-of-household status).  
- **Citizenship or Immigration Status:** Birth certificate, permanent resident card, or certificate of naturalization for each person applying.

What you need to know for each family member:

- Number of people enrolling (whole or partial family)  
- Social Security numbers  
- Birth dates  
- Home zip codes

To register online for the event, please visit [www.richmondhealthcare.eventbrite.com](http://www.richmondhealthcare.eventbrite.com)

To download the flyer, please visit [www.richmondhelath.org](http://www.richmondhelath.org). If you want to find out if you are ready to enroll for this event, please call (916) 428-4699.
6. **Congressman Mark DeSaulnier Opens District Office at the Richmond Civic Center**

   In a press release, Congressman Mark DeSaulnier announced the opening of his Richmond Congressional District Office at the City of Richmond’s Civic Center, located at 440 Civic Center Plaza, 2nd Floor, (510) 620-1000, on January 6th, 2015.
"I am pleased the Richmond district office is centrally located at the Civic Center, which houses many local government resources, because it will continue my work to make government as accessible as possible for area residents. I am grateful for the Richmond City Council's assistance with this endeavor," said Mark DeSaulnier.

Congressman-elect DeSaulnier’s office will assist constituents who need help with a federal agency, passport application, are applying to a military academy, requesting a tour of the White House or United States Capitol, a Presidential greeting, Congressional commendations or wish to have a flag flown over the United States Capitol. Several full-time Congressional staff will also be based out of the location, working with local and regional governments to advocate on their behalf in Washington.

"My top priority is to provide outstanding constituent services and I invite anyone who is in need of assistance or information from the federal government to call or to stop by my Richmond office. I am happy to be back working in West County. My staff and I look forward to assisting you," concluded DeSaulnier.

Congressman-elect DeSaulnier will host an Open House at his Richmond office in early 2015.

7. **Volunteer To Become a Writer Coach!**

The swearing-in ceremony this week of Richmond’s new Mayor and the City Council members was a reminder that Richmond is a dynamic place to live. It was rejuvenating to hear people promise to do their best and inspiring to listen to others talk about the accomplishments that have happened over the years. All eyes are on Richmond. Yet, what stood out and was repeatedly stated by the City’s leaders is
that the people in Richmond care deeply about the state of this City. That is what makes Richmond a great place.

One way to show you care about the success of our City is to volunteer. **Volunteer to become a Writer Coach at Richmond or Kennedy High Schools.** Writer Coaches work one-on-one with high school students on their writing skills and as a result build stronger writers for our community. Register to become a Writer Coach and be a part of this new energy of promise!

Register to become a coach at [www.writercoachconnection.org/volunteer](http://www.writercoachconnection.org/volunteer) and attend an upcoming training in Richmond on Wednesdays, January 28th and February 4th, 2015 from 1:00 PM – 4:00 PM

There are trainings in Berkeley, El Cerrito and Oakland as well.

If you have any questions, please contact Richmond Volunteer Recruitment Coordinator, June Pangelinan, at june@writercoachconnection.org or at (510) 685-7054.

8. **Linked Learning Conference**

This week, the City Manager’s Office Health Initiatives joined the West Contra Costa Unified School District, Richmond High School, MetWest, Oakland Unified School District, and the UC Berkeley Center for Cities and Schools at the Linked Learning Convention in Los Angeles. Linked Learning is a proven approach that is transforming education for California students by integrating rigorous academics with career-based learning and real world workplace experiences. The City’s Health and Wellness Coordinator, Gabino Arredondo, was asked to co-present "Y-PLAN: The Role of the Civic Sector in Work Based Learning." His presentation highlighted the collaborative relationship the City maintains with Richmond High’s Y-PLAN class to
integrate student voices into the City’s planning and policy decisions and expose them to the impact of civic policy in their everyday lives.

9. **The Richmond Public Library (RPL) Announces the Newest Addition to the eBook Collection – enki!**

enki, is the first statewide eBook platform created by libraries for libraries.

You can check-out 10 books at once and keep each for 21 days. You can also place up to 10 holds on items that are checked-out and be notified via email when your title is available. While you may not renew, you can recheck-out items not on hold for other patrons. There is also the option to return titles early so you can check-out other titles. And most importantly, there are no overdue fines because eBooks automatically return themselves!

Go to [http://rpl.enkilib.org](http://rpl.enkilib.org) and start checking-out free eBooks today.

For more information, call or visit one of three Richmond Public Library locations:
- Main Branch, 325 Civic Center Plaza, (510) 620-6561
- Bayview Branch, 5100 Hartnett Ave, (510) 620-6566
- West Side Branch, 135 Washington, (510) 620-6567
10. **Wet Weather Storage Basin Project**

Progress continues to be made on construction of the wet weather pump station and storage basin. Concrete installation to form the underground portion of the pump station is nearly complete, and the concrete forms for walls that will ultimately be above-ground are underway. At the tank site, construction of the tank walls continue to progress in sections. The contractor is now preparing to begin construction of the underground pipeline that will connect the pump station with the storage tank. Construction will continue through Fall 2015.
11. Finance Department Highlight

At the recent annual conference of the California Association of Public Procurement Officials (CAPPO), Finance staff members Ofelia Alvarez, Rose Gibson, and Allison Bolduc were presented with a trophy representing the National Procurement Institute’s Achievement of Excellence in Procurement Award. This award recognizes organizational excellence in procurement by public organizations. The City of Richmond is one of 46 government agencies in California, and one of 68 cities in the United States to receive the award. This is the fifth consecutive year that the City has received the award.
12. City Manager Chronicles

I have listed below some of the topics for meetings that I have recently attended in the hope that it provides an idea of the varied issues with which our organization deals routinely.

Activities and meeting topics during the past week included:

- Presented service awards to employees achieving longevity milestones;
- Met with a group of staff members to plan for implementing strategies to increase local buying by anchor institutions such as the Berkeley Global Campus;
- Met with Mayor Butt and Jael Myrick, along with several staff members to discuss strategies for implementing the Richmond Promise program.

(Yes, it seems like a shortlist, but it was still a busy week.)

These meetings were in addition to attending the regular management staff meeting, agenda planning, reviewing staff reports to the City Council, doing department head “check-ins,” having discussions on various personnel matters, and having short discussions with staff, community members, members of the press, etc.

Please feel free to contact me if you have any questions about the substance of these or any other topics.

13. Officer Bradley A. Moody Memorial Underpass Project

The Bradley A. Moody Memorial Underpass Project involves the construction of a roadway underpass on Marina Bay Parkway between Meeker Avenue and Regatta Boulevard, and is intended to resolve long-standing access limitations to the Marina Bay area caused by frequent train crossings. In early September 2013, Marina Bay Parkway was closed to traffic. This closure is planned to remain in place through late May/early June 2015.

The week of January 12th, crews poured the first of two retaining walls at the center pier structure (i.e. the pier in the center of the bridge) as well as an additional sidewalk retaining wall pour. Installation of pump station electrical continued, and asphalt was placed at both the north and south ends of the project. For the week of January 19th, the second center pier retaining wall will be placed, an additional sidewalk retaining wall will be poured, and the Jetty Drive entrance to the Anchorage development will be reopened at Marina Bay Parkway. Additionally, the Marina Bay Parkway driveway to the Crossings commercial development will be reopened. Also, streetlight installation will continue along the southern end of the project.

For additional information and to be added to the project update contact list, please see the project website at www.moodyup.com. You can also follow the project on
14. **Richmond BART Station to Receive $2.7 Million in Safety and Other Improvements**

The BART Board of Directors is initiating a plan to reconstruct and make safety improvements to the area outside the Richmond BART Station where buses, taxis, and cars drop off and picked up riders. The $2.7 million project will modernize the existing lot and provide for a safer and more functional multi-modal transit hub with sustainable features like energy efficient LED lighting and drought resistant landscaping. Construction will begin in March 2015 with a completion date towards the end of 2015. This renovation goes hand in hand with Richmond’s vision and efforts to revitalize the Downtown area, and will be a welcome improvement. For more information, please visit the [BART website](#).
15. Richmond ESC Youth Leadership Committee

Are you, or do you know, a student leader who is passionate and eager to serve the Richmond community? If yes, then the Youth Leadership Committee (YLC) is the right program for you.

The YLC is a program designed for high school and college students who are interested in making a difference in their community through impact volunteering. The YLC is a program of the Richmond ESC - Excellence Serving our Community - a Cities of Service initiative of the City of Richmond.

Leadership is at the core of the YLC. By joining the YLC, participants will enjoy innovative and fun leadership workshops, and both learn and apply essential leadership skills including: ethical decision making, time management, goal setting, public speaking, and conflict resolution.

YLC leaders will engage youth in community service learning projects, organize community events to raise awareness of pressing issues facing the Richmond community, and participate in leadership training.

APPLY HERE: Youth Leadership Committee - SPRING RECRUITMENT
Deadline to Submit: Monday, January 26, 2015 by Midnight

For more information please contact Jantsan at jantsand@ci.richmond.ca.us or call (510) 620-5576.
16. **Richmond’s Minimum Wage Ordinance**

New provisions associated with the City of Richmond’s Minimum Wage Ordinance went into effect January 1, 2015. The minimum wage requirement set forth in the Ordinance is $9.60 an hour (compared to $9.00 an hour for the state of California), which applies to any employee who works two (2) or more hours a week.

During this past month, the Richmond Employment & Training Department staff sent out information packets to over 3,000 businesses, distributed information through the city’s website, and reached out to Richmond Chamber of Commerce members to inform them of Richmond’s Minimum Wage Ordinance. The information packet includes English and Spanish versions of the official notice that must be posted in all workplaces along with a list of employer and employee rights under the ordinance. Employers who pay for less than 800 hours of employee labor in a given 2-week period need not pay the City’s minimum wage until they pay over 800 hours or more of employee labor in a 2-week period.

For questions and additional information, please visit the website at http://www.ci.richmond.ca.us/index.aspx?NID=2615 or www.richmondworks.org, or contact Employment Program Specialist Gina Baker at (510) 307-8011 or at gbaker@richmondworks.org.

17. **Information Technology (IT) Department Updates**

Top 10 webpage visits for the week ending January 14, 2015.
Facebook Statistics

New Likes increased by 233.3%
Total reached increased by 44.1%
People engaged increased by 81.0%

Photo of the Week:

Fire Captain Luis Padilla of Truck Company 64 assembled a bicycle that was given out at the annual Richmond / El Cerrito Firefighters toy give-away.

Datanet Image of the Week
Throwback Thursday: Featuring Richmond California History

Please take a moment to comment and LIKE our City of Richmond Facebook post, and enjoy the History Trivia drawing.

Do you recognize these faces? Where was this photo taken and at what event? All correct answers posted in the comments section of the Facebook post before 8:00 AM on the following Thursday will be entered into a drawing for a prize. In addition to your comments, if you LIKE this post, you will be entered twice.

For more information about Richmond’s Facebook page, please visit: https://www.facebook.com/pages/City-of-Richmond-CA-Local-Government/139438544014?v=wall.
18. Public Works Updates

Facilities Maintenance Division: Carpenters installed signage to the elevator room, restricted access to the equipment room in the Main Library, installed locksets in the Madeline Whittlesey Room, built a heating and air conditioning closet at the parks field office, and made repairs to an interview room at the Police Department.

Painters completed curb painting around the Senior Center, light painting at the Parks Field Office, and painting of baseboards at the Senior Annex and shelving at the Recreation Complex.

Stationary Engineers completed installation of new electrical box covers at the Nevin Center, restored heat to the Nevin Center, repaired the paint booth at the Corporation Yard, repaired the oven at Fire Station #63, and serviced boiler #5 at 440 Civic Center Plaza.

Utility Workers cleaned office area for new tenant in 440 Civic Center, assisted in the move of the Mayor and Council Members, completed safety items at the Employment and Training Building, installed a door stop at Booker T. Anderson Community Center, and serviced 29 City-owned facilities.
Electricians responded to knockdowns at Carlson Boulevard and Bayview Avenue, Hilltop and Shane Drive, 23rd Street and Maine Avenue, and Fred Jackson Way and Sanford Avenue, and repaired electricity at an intersection at Richmond Parkway and Lakeside Drive. They also re-lit vandaled lights on the Greenway Trail, restored power in the Booker T. Anderson Community Center restroom, prepped for new flag pole lights at City Hall, re-lamped areas at the Police Department, and provided assistance for an interconnect replacement on 23rd Street.
Parks and Landscaping Division: Crews repaired vandalized fencing on the Richmond Parkway, fixed the gate at the YMCA building, replaced fencing and fabric at the Southside Park, repaired play equipment at Nicholl Park, removed a fallen tree on Richmond Parkway, and installed cement pad for Marina restroom. Staff also performed irrigation repair at State Court Park, planting on Esplanade, clean-up at Point Molate, weed abatement in Hilltop areas, general maintenance near the Richmond Parkway off ramp, and maintenance at Country Club Vista and Bay Vista Parks. Irrigation installation along the Richmond Parkway continues.
Tree crews cut or trimmed trees on/at Hoffman Boulevard, Bell Avenue, Roosevelt Avenue, Berk Avenue, 27th Street, Downer Avenue, Ventura Street and on Humphrey Avenue.

Streets Division: Staff ground and paved Highland Street, paved tennis courts at the Plunge, installed bicycle racks and worked from the outstanding pothole and sidewalk list.
Street sweeping performed commercial and residential sweeping services for the second Monday through Wednesday and the third Thursday and Friday in the May Valley, Vista View, Clinton Hill I – III, Atchison Village and South Belding Woods neighborhood council areas.

Signs and Lines staff installed 27 new signs and poles, repaired 32 signs and poles, fabricated 24 signs, installed thermo plastic messages, completed holiday decoration removal, and installed 56 feet of curb painting.
Feel free to contact me if you have any questions or comments about these or any other items of interest to you.

Bill Lindsay
City Manager
City of Richmond
450 Civic Center Plaza
Richmond, California 94804
(510) 620-6512
Bill_lindsay@ci.richmond.ca.us

You can sign up to receive the City Manager’s weekly report and other information from the City of Richmond by visiting: www.ci.richmond.ca.us/list.aspx