Mayor and Members of the City Council:

This is the weekly report for the two weeks ending March 25, 2016.

1. **Meeting Notes**

   The next regular City Council meeting is scheduled for Tuesday, April 5\textsuperscript{th}. Enjoy the break next week!

2. **Richmond-ECIA Community Grant Program Application is Available!**

   The Richmond – ECIA Competitive Grant Program is funded through the Chevron Modernization Project Environmental and Community Investment Agreement (ECIA) that was entered into between the City of Richmond and Chevron in 2014. Grants ranging from $5,000 to $75,000 will be awarded to Richmond-serving organizations that provide projects or programs focused on the Richmond community, youth, and youth sports.

   The grant guidelines and application was released on March 16\textsuperscript{th} on the City’s BidsOnline system. To apply, you must register your organization on the BidsOnline system at www.ci.richmond.ca.us/bids in order to download the application (select category “#99888 – Not-for-profit organizations” when registering). City staff is hosting a technical workshop to review the grant guidelines and application in detail on Tuesday, March 29\textsuperscript{th} at 6:00 PM at 440 Civic Center Plaza (City Council Chambers). For general information regarding the grant or to access the videotaped version of the technical workshop, visit [www.ci.richmond.ca.us/eciagrants](http://www.ci.richmond.ca.us/eciagrants).
3. **ECIA Grant Review Panelists Needed – Application Deadline April 8th!**

Related to the previous report item, the City of Richmond is seeking individuals interested in reviewing applications for the Richmond – Environmental and Community Investment Agreement (ECIA) Community Grants Program. Grant review panelists are fundamental to the decision making and awarding process. The
Mayor is looking to appoint individuals that will: (1) thoroughly review and objectively score grant applications in accordance with specified criteria, (2) serve on the panel from May 2016 - April 2017 (majority of work will be done in May/June 2016), and (3) make recommendations to City Council for grant funding consideration. Anyone interested should complete a Board or Commission Application and submit it to the City Clerk's Office by Friday, April 8th.

For more information or questions contact (510) 620-6828, email eciagrants@ci.richmond.ca.us or visit www.ci.richmond.ca.us/eciagrants.

4. **Groundwork Richmond and City of Richmond Partner in Tree Planting on Cesar Chavez Day**

On *Cesar Chavez Day*, Thursday, March 31st, from 12:30 PM to 3:30 PM, Groundwork Richmond, the City of Richmond Parks and Landscaping staff, volunteers from Leadership High School, and resident owners of Atchison Village, will join forces to host a community redwood tree planting event in the Atchison Village Park.

Groundwork Richmond is an organization that works to empower people, businesses and organizations to promote environmental, economic and social well-being through planting trees, providing youth apprenticeships, and sharing STEM education with residents of the local community. As part of this redwood tree planting effort, Groundwork Richmond will track the potential greenhouse gas (GHG) sequestration capacity of each tree, and measure the benefits of urban forest expansion to our communities.

The Groundwork Richmond *Green Team* will lead this effort with a goal to plant 40 trees. The Green Team is a pre-employment training program for local high school age youth to develop leadership and job skills, visit National Parks, earn paid apprenticeships, and learn about careers in the outdoors.

All are invited to attend this event to help beautify our public spaces, meet new people, and help clean the air through the power of trees. This is a family friendly event, so bring your family and friends, or come alone and enjoy time with your community in the outdoors. Water and light snacks will be provided.

Again, the event is on *Cesar Chavez Day*, Thursday March 31st, from 12:30 PM to 3:30 PM at Atchison Village Park in Richmond, on Curry Street near the west end of Macdonald Avenue. Bring your water bottle, sun protection, closed-toed shoes and a love of trees and the outdoors.

5. **Construction Trades Day for Richmond residents**

Chevron and RichmondBUILD are hosting a Construction Trades Day to share information about the exciting job opportunities on the Chevron Refinery Modernization Project. Members from the Contra Costa Building Trades will be on
hand to provide information about the many apprenticeship programs, prerequisites, and career opportunities. Confirmed to attend are representatives from the Carpenters, Electricians, Laborers, Iron Workers, Plumbers/Steamfitters, Boilermakers, and Operating Engineers.

Richmond residents will have access to information and resources about job training, removing employment barriers, and credit counseling.

What: Construction Trades Day  
When: April 5th from 10:00 AM - 1:00 PM  
Where: Richmond Convention Center  
Bermuda Room  
440 Civic Center Plaza

6. **West Contra Costa Unified School District (WCCUSD) LCAP Survey Announcement**

The Local Control and Accountability Plan (LCAP) is a critical part of the new Local Control Funding Formula (LCFF). Each school district in the State of California must engage parents, educators, employees and the community to establish plans that
describe the school district’s overall vision for students, annual goals and specific actions the district will take to achieve the vision and goals.

The WCCUSD 2015-16 LCAP Feedback Survey is now open in English and Spanish. This anonymous survey is an important part of WCCUSD’s stakeholder engagement process to gather feedback on the design and implementation of the LCAP. The survey will be open until April 22, 2016.

Please take the survey (English version) (Tome la encuesta en Español) now. Your participation is critical in this decision-making process.

Please also feel free to share and distribute with your networks and community.

7. **Successful Application Launch for the Richmond Promise**

The Richmond Promise application closed Thursday, March 17th at 11:59 PM. With assistance from City staff, the West Contra Costa Unified School District (WCCUSD), and community partners, the Richmond Promise closed out the week strong, with 452 total complete applications representing students from 16 local schools. The next step is for Scholarship America to work with WCCUSD to verify applications. Scholarship America will notify Richmond Promise scholars of their award.

This first class of Richmond Promise scholars represents just the beginning of what we know can and will be much more than a scholarship program, but a collaborative initiative to ensure every Richmond young person graduates with the skills, support, and pathways to achieve higher education and high quality careers of their choice. Looking ahead, we will be working with WCCUSD, our education partners, and Richmond Promise scholars to analyze the process and results of this first class and collectively address any barriers and equity challenges to access this opportunity. Thank you to everyone for your support of the Richmond Promise during its inaugural launch!

For more info or questions, please visit: [www.richmondpromise.org](http://www.richmondpromise.org) or contact Jessie Stewart, Executive Director, [Jessie.stewart@richmondpromise.org](mailto:Jessie.stewart@richmondpromise.org) | (510) 620-6570
8. **City Manager Chronicles**

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

Much of my time this past week was spent in budget meetings with staff members. Other activities and meeting topics during the past two weeks included:

- Attended the Community Progress Leadership Institute, a week long seminar focusing on “turning vacant spaces into vibrant places,” along with Code Enforcement Manager Tim Higares, Alex Knox of Mayor Butt’s staff, Robert Rogers of Supervisor John Gioia’s staff, Richmond Community Foundation Executive Director Jim Becker, and Contra Costa County Treasurer-Tax Collector Russel Watts. The very informative seminar was funded by the Center for Community Progress.
- Met, along with City Manager’s office staff member LaShonda White, with Tom Leatherman, Rosie the Riveter National Park Superintendent, and Sue Fritzke, Assistant Superintendent, to discuss coordinating various projects and activities;
- Attended a celebratory event hosted by the Trust for Public Land, launching the STEM program at the recently rebuilt John F. Kennedy Park;
- Met, along with various City staff, with Supervisor John Gioia to discuss the operation of the methadone clinic on Cutting Boulevard;
- Met, along with Mayor Butt and City staff members, with Supervisor John Gioia, to discuss the service planning and fiscal analysis for evaluating the possible annexation of unincorporated North Richmond;
- Met, together with Planning Director Richard Mitchell, with a development group that may be interested in investing in Hilltop Mall;
- Met with representatives from Lifelong Medical to discuss their new clinic site on Harbour Way;
- Attended the monthly West County Mayors and Supervisors meeting, at which Richmond’s Information Technology Director Sue Hartman made a presentation regarding the status of the installation of a free wireless network in Richmond;
- Met, together with Finance Director Belinda Warner, with Jo Mortenson, the City’s financial advisor, to discuss debt management issues;
- Met with representatives of Alliant Insurance, the City’s benefit brokers, to discuss cost containment strategies;
- Met, along with City staff members Adam Lenz and Tim Higares, with Stan Hakes, Executive Director of RecycleMore, to discuss ways to improve the City’s recycling programs;
- Enjoyed a short visit with a student delegation from Shimada, Japan, one of Richmond’s sister cities;
- Met, together with City Manager’s office staff member LaShonda White, with managers of the City’s public safety departments to discuss use of ECIA funding for their programs;
- Attended my monthly check-in meeting with WCCUSD Superintendent Dr. Bruce Harter.

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.

9. FY 2016-17 Budget Hearings

This past week, staff budget review meetings commenced for preparation of the fiscal year 2016-17 budget. During these sessions, the City Manager, Finance Director, and budget staff meet with City departments individually for a comprehensive review of their proposed operating and capital improvement budgets for the upcoming fiscal year. The staff meetings are scheduled through Tuesday, April 5th. Following the completion of all these meetings, staff will prepare the draft budget to be presented to the City Council on the first Tuesday in May.

10. Terminal One Project Draft Environmental Impact Report Available

On February 26th, the City of Richmond Planning Division released the Draft Environmental Impact Report (DEIR) for the Terminal One Project (Project). The DEIR, which is required under the California Environmental Quality Act (CEQA), evaluates the environmental impacts associated with the Project, analyzes alternatives and identifies mitigation measures to avoid significant environmental effects. Release of the DEIR opens a 45-day comment period that closes at 5:00 PM on April 11th.
Comments on the Draft EIR should be sent in writing by 5:00 PM on April 11th at the following email: Lina_Velasco@ci.richmond.ca.us or address:

City of Richmond Planning Division  
ATTN: Lina Velasco  
450 Civic Center Plaza, 2nd Floor  
P.O. Box 4046  
Richmond, CA 94804

The DEIR is available online at www.ci.richmond.ca.us/terminalone. Copies are also available for review at the following locations:

- **Richmond Public Libraries:**
  - Main Branch, 325 Civic Center Plaza, Richmond, and
  - West Side Branch, 135 Washington Avenue, Richmond (Point Richmond); and

- City of Richmond **Planning and Building Services Department**, City Hall, 450 Civic Center Plaza, Richmond. The Planning Department public counter is open Monday through Thursday from 8:30 AM to 4:00 PM and Fridays from 8:30 AM to 12:30 PM.

11. **My Brother’s Keeper National Lab event at Lawrence Livermore National Laboratory**

Two years ago, President Barack Obama launched the “My Brother’s Keeper Community Challenge” as a call for cities to improve the life outcomes of all young people by implementing a coherent cradle-to-college-and-career strategy. This strategy ensures that boys and young men of color can reach their full potential, regardless of where they come from, who they are, or the circumstances into which they are born.

One of the goals of the My Brother’s Keeper (MBK) initiative is to connect young people to resources to empower and install a passion for Science, Technology, Engineering, and Mathematics (STEM). The Department of Energy joined the MBK alliance and task force and chose Lawrence Livermore National Laboratory to host the MBK National Lab event on March 2nd. Minority boys and girls from Richmond participated among 180 underserved students from school districts around the bay area.

At the MBK National Lab event, students had the opportunity to participate in hands-on workshops and demonstrations, such as building the tallest freestanding tower out of spaghetti and other items, programming Lego robots, learning the use of radio frequencies to locate hazards, as well as other fun filled activities. Students also actively participated in a “Fun with Science” presentation where they learned about electricity, chemistry, air pressure, and the states of matter.
Thanks to Larry Lewis, Executive Director of Richmond PAL, and Savannah Stewart, School Resource Officer, for transporting and chaperoning youth in Richmond to the event.

Along with other MBK Action Plans throughout the nation, the Richmond MBK Action Plan will be recognized in Washington, DC by President Obama to address the six goals of the MBK Challenge which include:

i. Ensuring all children enter school cognitively, physically, socially and emotionally ready;
ii. Ensuring all children read at grade level by 3rd grade;
iii. Ensuring all youth graduate from high school;
iv. Ensuring all youth complete post-secondary education or training;
v. Ensuring all youth out of school are employed; and
vi. Ensuring all youth remain safe from violent crime.

12. **6th Annual North Richmond Green Festival and Earth Day Celebration**

This year’s 6th Annual North Richmond Green Festival and Earth Day Celebration will be held on Saturday April 23rd at the North Richmond Ball field/Park on Fred Jackson Way & Pittsburg Ave in Richmond, California. There will be an opportunity to volunteer from 9:00 AM to 11:00 AM and the Festival will be held from 10:00 AM to 2:00 PM. The outdoor festival brings residents together to celebrate the efforts that are being made to improve the environment and the health of the community. The festival and celebration will include live music, pony rides, arts and crafts, a farmer’s market, free food, and children’s activities.

Each year, local agencies, businesses, and organizations come out and set up booths to share eco-aware and healthy living information with residents to expose them to the resources that are available to them.

Please contact Carla Orozco at (510) 776-7568 if you would like to set up a table or booth at the event. Spread the word, volunteer and celebrate at the 6th Annual North Richmond Green Festival and Earth Day Celebration.
The Richmond Chapter of the Kiwanis Club Firefighter of the Year Award is presented to the firefighter who has exceeded the requirements expected of his or her position and has shown a distinct pattern of community service, professional achievement or heroic acts. This firefighter demonstrates a dedication of duty, strong work ethic and positive attitude.

The members of the Richmond Fire Department are proud to present Engineer Zachary Jenssen as the recipient of the Firefighter of the Year Award. Engineer Jenssen exemplifies all of these qualities and is an outstanding ambassador of the City and Department.

Engineer Jenssen was hired with the Richmond Fire Department in 2007 and has assisted in instructing every new firefighter recruit academy for nearly a decade. He also supports the fire training division in providing hands-on emergency medical recertification training. Engineer Jenssen oversees the Marine Response Program which has helped boaters in distress along Richmond’s shoreline. Considering the demand for emergency marine operations, Engineer Jenssen was able to attain a grant award to extend the department’s marine operations training.

Recently, after rescuing an abandoned puppy from a residential structure fire, Engineer Jenssen took the injured pup to an emergency veterinarian to provide care for his burn injuries; he then adopted “Sparky” as his new best friend, and an adored
member of the Jenssen family. The Richmond Fire Department is proud to share this recognition with the Richmond community. Well done, Zachary!

14. **Tenant and Landlord Resource List**

Because of the very difficult housing rental market, the Richmond City Council asked that staff prepare a list of resources that are currently available to assist renters and landlords to advise them of their rights and responsibilities, and that might be of assistance in resolving conflicts over rent increases and other issues.

Resource lists in both English and Spanish are now available on the City’s Housing Policy webpage: [housing resources](#).

We welcome suggestions for other resources to be included on this list.

15. **Information Technology**

Website
Top 10 Webpage views for the week ending 03/25/2016
Facebook Statistics

Twitter Statistics
KCRT DATANET OF THE WEEK:
City of Richmond Website and Mobile APP UPDATE

An upgraded version of the City of Richmond’s mobile phone app is now available on the Apple App store and Google Play store. The City of Richmond mobile app provides community members with one-stop access to City services and information. You may watch the informational video for an overview of the app available for free at Apple App Store for IOS devices and at Google Play for Android phones.
The City of Richmond is looking forward to feedback from the community on this upgraded Mobile App. We welcome your comments at webservices@ci.richmond.ca.us

16. Recreation Highlights

On Saturday, March 19th, the Recreation & Community Services Department held its annual Spring Egg Hunt and Information Day at Nicholl Park. The day featured a variety of family activities and community information tables. Over 200 families and friends enjoyed the Spring weather while receiving information about upcoming activities, programs, and special events. Children ages 3 to 12 especially enjoyed the egg hunt, searching for fun plastic eggs while six participants won special Easter Baskets and seven won new bicycles with matching helmets.
17. Public Works Updates

Facilities Maintenance Division:
Carpenters constructed a housing for a new generator at Point Molate and completed ergonomic adjustments to work stations within the Human Resources department.

Painters completed the fitness center within the Recreation Complex, primered the stairwell of the Library and safety striped the stairs leading to the boiler room of the Library.
Stationary Engineers repaired the leak on the dehumidifier at the Richmond Swim Center, replaced the strainers and traps with new covers at Fire Station #64 as well as various other issues in the facility and inspected the stove at Fire Station #66.

Utility Workers relocated Office of Neighborhood Safety (ONS) staff, set up the Auditorium for events and cleaned 29 City owned facilities.

Electricians repaired the traffic signal wires and conduits at 33rd Street and Macdonald Avenue, fixed Opticom sensors at San Pablo Avenue and Richmond Parkway, repaired traffic signal pedestrian buttons at 23rd Street and Macdonald Avenue, replaced the green light at 27th and Macdonald Avenue, completed safety repairs in the Auditorium and removed a damaged sign at Richmond Parkway and Macdonald Avenue.
Parks and Landscaping Division:
General maintenance crews performed irrigation repair at John F. Kennedy Park, performed maintenance at Rain Cloud Park, weeded and trimmed the medians near Target on Macdonald Avenue, trimmed shrubs at Martin Luther King, Jr. Park, removed graffiti at Tiller Park, pressure washed the picnic area of John F. Kennedy Park and trimmed trees along Fire Access #2.
The tree crew cut or trimmed trees on Jo Ann Drive, Hoffman Boulevard and Booker T. Anderson Community Center. Staff also mowed the Civic Center Plaza lawns and access locations for new tree planting.

Hilltop District crews continued general maintenance of right-a-ways, completed weed abatement of the Richmond Parkway medians from San Pablo Avenue to Atlas Road, completed general maintenance and weed abatement on Blume Drive and installed irrigation valves and rotors at Bay Vista Parks.

Marina District crews abated the medians throughout the district, performed planting and irrigation work along the trail, mowed turf and installed park benches.
Streets Division:
Paving staff prepared and paved the Marina lot boat ramp, Waller Avenue from South 33rd Street to South 37th Street, conducted storm patrol, prepared sand bags and worked from the outstanding pothole and sidewalk lists.

Street sweeping performed commercial and residential sweeping services for the third Monday and the fourth Tuesday through Friday in the North Richmond, Iron Triangle, North Belding Woods, Metro Richmore Village, Pullman, Cortez/Stege, Park Plaza, Laurel Park, City Center, Richmond Annex, Parkview, Panhandle Annex and Eastshore neighborhood council areas.
Signs and Lines staff installed 46 new poles and signs, painted 1,120 feet of curbs, repaired 28 signs and poles and installed 14 pavement message and delineations.

Stop Message Installation

Feel free to contact me if you have any questions or comments about these or any other items of interest to you.

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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