Mayor and Members of the City Council:

This is the report for the week ending February 23, 2018.

1. **Meeting Notes**

   The next City Council meeting is scheduled for Tuesday, February 27\textsuperscript{th}, beginning with Closed Session at 5:30 PM, followed by the Richmond Housing Authority Board at 6:25 PM, and the Regular Meeting of the Richmond City Council at 6:30 PM. The agenda may be found by clicking this link: [Richmond City Council Agenda Packet](#).

2. **Sitio Web de la Ciudad de Richmond Ofrece Opción de Traducción**

   La Ciudad de Richmond tiene un botón de "Traducir " en su página web principal bajo "SITE TOOLS" (mire la ilustración debajo del párrafo). El botón "Translate Page" se encuentra dentro de la página principal. Individuos pueden traducir la página a otros idiomas; también pueden traducir documentos, incluyendo los programas del Ayuntamiento en un idioma preferido.

3. **Celebrating Black History Month: The Invention of the Fire Safety Hood**
Garrett Morgan was an African American inventor credited with the invention of the first fire safety hood (forerunner to the modern face mask). In 1914, Morgan founded the National Safety Device Company, and it was from there that he sold the fire safety hood to fire departments across the country. The invention was so well received that Morgan was awarded a gold medal from the International Association of Fire Chiefs. Morgan was a prolific inventor and would incorporate an airbag with the safety hood that allowed for 15 minutes of fresh air for responders to breathe while operating in smoke filled conditions.

On July 24, 1916, an explosion occurred in a tunnel underneath Lake Erie trapping 32 of the Cleveland Water Works employees. The tunnel filled with smoke, dust and poisonous gases, and the workers were feared lost because no means of entering and rescuing them was known. Someone at the scene recalled Morgan’s invention and ran to call him. Morgan and his brother arrived at the scene, donned the safety hood and entered the tunnel. After a heart wrenching delay, Morgan appeared from the tunnel carrying a survivor on his back as did his brother seconds later. The crowd erupted in a staggering applause as Morgan and his brother reentered the tunnel to save more workers. While they could not save all the workers, they rescued many who would otherwise have died.

Today’s responders are equipped with self-contained breathing apparatus (SCBA) that allow them to operate in hazardous conditions for upwards of an hour. The Richmond Fire Department recognizes the enormous contribution Garrett Morgan’s invention has had in saving the lives of so many people the world over. During February, the Richmond Fire Department will profile the contributions of the many African American fire service pioneers.

This article was provided by Captain Rico Rincon, Public Information Officer of the Richmond Fire Department.

4. **Budget Excellence Awards**

This week, the City of Richmond received both the Operating Budget Excellence and Capital Budget Excellence Awards from the California Society of Municipal Finance
Officers (CSMFO) for its fiscal year 2017-18 operating and capital improvement budgets. This is awarded to municipal agencies in California whose budget documents meet high quality professional standards. The award program uses a peer-review process to evaluate documents based on meritorious and excellence criteria set forth by the CSMFO.

Congratulations, and thank you, to the City of Richmond Finance Department budget team!

5. **Sales Tax Receipts Analysis for 3rd Quarter 2017**

This past week, Finance Department staff met with the City’s sales tax consultant, MuniServices, to review sales tax figures for the 3rd Quarter of 2017. Richmond experienced an increase of 3.7% in its sales tax net cash receipts for the 3rd quarter of 2017 compared to the same quarter in 2016 and a 6.2% increase year over year.

Of significance, the Business to Business category, which makes up 22.0% of the regular sales tax, experienced an increase of 12.7% year over year. This category includes the segments of heavy and light industry, equipment, and energy sales.

Following are the other categories and their share of the 3rd quarter of 2017 regular sales tax:

- Transportation (29.8%),
- General retail (26.7%),
- Construction (10.5%), and
- Food Products (10.1%).

The Finance Department will continue to closely monitor the actual revenue submitted by the State Board of Equalization, the local trends developing in Richmond and the projections provided by MuniServices.

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<tr>
<th>Category</th>
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<tr>
<td>Transportation</td>
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<td>General Retail</td>
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<td>Business to Business</td>
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<td>Food Products</td>
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<td>Construction</td>
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6. **RichmondWORKS Accelerating Career Through Essential Skills (ACES) Academy**

Want to create a new future for yourself and your family? RichmondWORKS ACES Academy is offering a 2-week course to assist in building your skills to become successful in the workforce. **Registration deadline is February 26th!**
Create a New Future for Yourself & Your Family

ACES Academy
(Accelerating Careers thru Essential Skills)

2 WEEK COURSE—Financial incentives for attendance
GET BACK ON TRACK!

2 week ACES Academy covers:

- Secret skills for Workplace Success
- Learn about yourself and the type of career/job that you will be good at.
- Build your skills to promote yourself in a positive way to employers
- Learn about what's available to you in your community and help make a change

Qualifications……

- 18+ years
- US citizen
- Unemployed
- High School Diploma or GED
- Social Security Card/Right to work

Next step for your career advancement:

- RichmondBUILD Pre-Apprenticeship
- Warehouse logistics training
- Interview with Richmond employers

STARTS: MARCH 5th at 9am Sharp!
DATES: 3/5/18 thru 3/16/18
TIME: 9am - 3pm, Mon-Fri
WHERE: RichmondWORKS
330 - 25th Street
Richmond, CA 94804
510-307-8034

Register by: 2/26/18
Continental breakfast & lunch provided!

For more information, please contact RichmondWORKS at (510) 307-8014 or visit http://www.ci.richmond.ca.us/661/RichmondWORKS.
7. **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.

Meetings and events of note during the past week included:

- Met, along with Richmond Promise staff and several boardmembers, with staff from the organization MDRC, which will provide technical assistance to the Richmond Promise as part of their College Promise Success Initiative;
• Met, together with Port Director Jim Matzorkis and Deputy City Attorney Carlos Privat, with potential tenants for the General Warehouse building at the Port of Richmond;

• Attended a demonstration, along with City department heads, of a software project that gathers and organizes social media comments for the purpose of improving community outreach;

• Attended and made a presentation regarding development activity in Richmond at the monthly Council Of Industries luncheon, also attended by Councilmember Ada Recinos;

• Attended the installation dinner of the incoming Richmond Chamber of Commerce Board of Directors;

• Attended the monthly West County Mayors and Supervisors meeting; and

• Attended the Richmond Promise board meeting.

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.

8. **ECIA Grant Program Applications are Available for Fiscal Year 2018-2019**

In 2014, the Richmond City Council approved the Chevron Environmental and Community Investment Agreement (ECIA), which invests $90 million dollars into the Richmond community over 10-years. $6 million of those dollars have been set aside for a competitive grant program, designed for non-profits who serve Richmond in the areas of community, youth, and youth sports. The ECIA has grant awards that range from $2,500, up to $50,000.

Important changes have been made to the grant guidelines, especially the eligibility criteria, so please read them carefully. **Of special note, organizations awarded grants of more than $10,000 in FY 17-18 and governmental entities are ineligible to apply in FY 18-19.**

To kick-off this opportunity, join us at the upcoming **Information and Grant Writing Workshop** on:

Tuesday, February 27th
10:00 AM to 12:00 NOON
City Council Chambers
440 Civic Center Plaza
Richmond  94804

**Please RSVP for the upcoming workshop at:**
https://fundraise.richmondcf.org/richmond/events/richmond-ecia-capacity-building-workshops-2018/e168832
To access the ECIA Grant Application, Guidelines, and more check out the ECIA Grants webpage: www.ci.richmond.ca.us/eciagrants

9. **Richmond Promise Scholarship Deadline is Fast Approaching, March 10th!**

To be eligible for the Richmond Promise Scholarship, a student must:

- Be a resident of Richmond or North Richmond (i.e. have a Richmond home address)
- Have graduated from an eligible high school within the West Contra Costa Unified School District boundary area or received your GED/high school equivalency between June 2017-2018
- Have attended an eligible high school, at least, 9th - 12th grade consecutively
- **Complete the FAFSA/Dream Act by the March 2nd Cal Grant deadline.**

The application can be found on the Richmond Promise website: https://richmondpromise.org/the-scholarship-application/

Please share this opportunity with eligible students in your life!
The FAFSA application for financial aid can be found at [https://fafsa.ed.gov/](https://fafsa.ed.gov/), and Dream Act application can be found at [https://dream.csac.ca.gov/](https://dream.csac.ca.gov/).

**The Richmond Promise is Here to Help!**

To receive assistance completing your applications, visit your College & Career Center, or stop by Richmond Promise Office Hours at the times below!

- **El Cerrito High School**: Monday – 11:30 AM - 12:00 PM
- **Richmond High School**: Monday – 12:30 PM - 1:30 PM
- **Richmond Police Activities League (RPAL)**: Tuesday – 5:00 PM - 6:00 PM
- **De Anza High School**: Wednesday – 1:50 PM - 2:30 PM
- **Greenwood High School**: Thursday – 1:00 PM - 2:00 PM
- **Kennedy High School**: Thursday – 2:30 PM - 3:30 PM

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**Cash for Colleges in February!**

The second of two Cash for College events for parents and students to receive assistance in completing their financial aid applications, FAFSA, or the CA Dream Act will be **TOMORROW**, February 24th, 9:00 AM – 3:00 PM at Richmond Civic Center.

Questions or want to request a workshop? [Info@richmondpromise.org](mailto:Info@richmondpromise.org) or (510) 761-7231.
Want to help a Richmond student go to college? Volunteer with the Richmond Promise!

Fill out the volunteer interest form by next Friday, March 2nd to assist us in reviewing scholarship applications!

Volunteer Interest Form: tinyurl.com/volunteer4rp.

Questions or want to request a workshop? Info@richmondpromise.org or (510) 761-7231
10. S.A.T Preparation Workshop

Richmond Public Library Teens is offering a six-week S.A.T. Preparation Workshop where students will receive a pre-test, four weeks of live instruction from certified instructors, and a post-test. The workshop will be held March 17th – April 28th and is opened to students who live in Richmond, and a limited number of students who attend schools in West Contra Costa County. Enrollment is limited to 25 participants. Registration forms are available at the Richmond Public Library and high school counselor/career offices.
For complete details, go to [www.richmondlibrary.org](http://www.richmondlibrary.org) or contact Angela Cox at (510) 620-5516. This program is sponsored by The Friends of the Richmond Public Library in collaboration with the Ed Fund.

11. **Apply for Your U.S. Passport at Richmond City Hall!**

The City of Richmond City Clerk’s Office is accepting passport applications on behalf of the United States Department of State. United States citizens planning international travel may apply for their passport at 450 Civic Center Plaza, Suite 300, during the following hours by appointment only:

- **Monday:** 10:00 AM to 4:00 PM
- **Wednesday:** 10:00 AM to 4:00 PM
- **Friday:** 10:00 AM to 2:00 PM
  
  (Closed 12:00 PM to 1:00 PM – days of operation only)

Please recognize that the area is an operational executive office, and a quiet zone. No drop in service for same day appointments or scheduling future appointments is available at this time; you must call (510) 620-6786 to schedule all appointments.

For application forms, information on documentation required, fees, and a wealth of other passport and international travel information, visit the only official website for passport information – [travel.state.gov](http://travel.state.gov).

For more information about the City of Richmond Passport Acceptance Facility, please visit [http://www.ci.richmond.ca.us/passports](http://www.ci.richmond.ca.us/passports).
12. Community Services Highlights

Upcoming Events

The 15th Annual Chinese New Year Celebration
The Richmond Community Services Department is proud to present the 15th Annual Chinese New Year Celebration on Saturday, March 3rd from 5:00 PM to 8:30 PM at the Richmond Memorial Auditorium.

This year’s event features new performances from the Fei Tian Dancers from UC Berkeley, Queer Taiko, Mexico Danza, and two new Laotian groups. As has been the tradition for many years, White Crane Lion and Dragon Dance Association will open the performance with lions and dragons.

Doors open at 4:00 PM. Dinner will be served from 5:00 PM to 6:00 PM.

Tickets are $15 per person and are on sale at:
Richmond Senior Center
2525 Macdonald Avenue, Richmond

For more information contact the Senior Center at (510) 307-8087 or follow us on Facebook.

Senior Forum
Learn about proposals to cut and privatize these programs. This is a free workshop sponsored by the Richmond Commission on Aging and the Contra Costa/Solano CARA CAT. The workshop will be held at the Richmond Auditorium on April 17th from 9:30 AM to 12:00 PM. Light Refreshments will be served and the event is FREE! RSVP to (510) 663-4086 or ksmith.cara@gmail.com.

ServiceWorks Bootcamp - Save the Date – APRIL 7th
Do you know any young adults from the ages of 16-24 interested in becoming a leader? Are you interested in helping out your community? Would you like to host a workshop or mentor a young adult on their pathway to SUCCESS?

ServiceWorks Richmond is hosting a bootcamp to celebrate National Volunteer Week on Saturday, April 7th from 9:00 AM to 4:00 PM. Our bootcamp is an energetic, one-day experience, giving participants (16-24) an introduction to how service can be a pathway to college and career. We want to inspire YOU to become agents for change in your own communities, all for FREE! RSVP today!

ServiceWorks Boot Camps are productive, fun and inspiring events--so register today and invite your peers to spread the word!

FREE breakfast and lunch, FREE swag bags, and a chance to win FREE door prizes.


Volunteer Sign-Up for General Volunteer, Workshop Facilitators, or Panel Hosts (18+): https://tinyurl.com/swbootcampvolunteers18

Please contact Vanessa Chau at (510) 620-6552 or email Vanessa_Chau@ci.richmond.ca.us for more information.

**Job and Volunteer Opportunities**

**Richmond Tool Library Part-Time Position**
The Richmond Tool Library is hiring!

We are seeking a part-time individual to assist with staffing hours, checking over tool inventory, updating social media, organizing, simple bookkeeping, and a few other tasks. Tool experience is not necessary but is a plus. Must be available Monday and Friday afternoons, some Wednesday evenings, some weekends (as needed), and on-call (as needed). Knowledge of other languages (i.e. Spanish), a plus.

Anyone interested need apply through the City of Richmond's Office Clerk/Cashier position:

tinyurl.com/richmondcaofficeclerk

510-620-6553

Please send a email to toollibrary@ci.richmond.ca.us letting us know you applied, with a resume attached.

Please email your resume to toollibrary@ci.richmond.ca.us once your application is submitted so we can look for your application.

Info: (510) 620-6553

ServiceWorks Richmond – Volunteers Needed
ServiceWorks, in conjunction with the City of Richmond Community Services Department, Points of Light, AmeriCorps and Citi Foundation, is actively recruiting volunteers to assist with groundbreaking programming. The program’s primary goal is to engage young adults (16-24 years of age) and bring educational modules that drive skill building, volunteering, and success coaching as strategies to help address barriers to youth economic opportunity.

The program offers the opportunity for participants, also known as Service Scholars, to gain valuable college and career experience to which they may not have easy access. Through developing their own service projects and team exercises, Service Scholars will have the opportunity to gain a range of skills.

Volunteers are vital to the success of this program. We are looking for all who wish to make a positive impact on the lives of the youth within our community. Whether it is for a week, a day, or even just a few hours in a month, you can help empower the service scholars to face any obstacle that they may block their path towards sustainable community development.

ServiceWorks gives youth the keys to unlock their future; we are looking for volunteers who will give them the means to open the door.
For more information, please contact: Nicholas Delgado (510) 621-1834, or email: Nicholas_Delgado@ci.richmond.ca.us.

**Highlights**

**Leaders-in-Training Program (LITP)**
The Community Services Department started the new Leaders-in-Training Program (LITP) that gives teens from ages 13 to 17 the exciting opportunity and skills needed to jump start a career in the recreation industry while earning service hours and experiencing outdoor adventures. Teens meet at Booker T. Anderson Community Center on Mondays and Tuesdays from 4:30 PM to 7:30 PM, and field trips are held on second Saturdays of the month from 10:00 AM to 4:00 PM. The program ends on June 6th and it cost $20 for the entire duration.

Contact Tetteh Kisseh 510-620-6823 for more information.

**Going for a Swim?**
Evening swimming at the Richmond Plunge is a great way to exercise indoors on those cold winter nights. Open drop-in swimming or water walking is available each weeknight beginning at 4:00 PM through 7:00 PM (7:30 PM on Mondays). Swimmers and water walkers share the pool with the Richmond Swims Sailfish swim team and Masters Swim program for adults during these hours. For adults interested in more guided workouts, they can contact Richmond Plunge at (510) 620-6820 for fees and options.
13. Information Technology

Website Statistics for the Week Ending 02-23-2018

Top 10 Pageviews for Current Week

- Page LIKES are up 50%
- Actions on page are up 100%
- Page views up 21%
- People reached are up 39%
- Post engagements are up 129%
- Video views are up 200%
On Wednesday, March 7th, the City of Richmond and Golden Gate Audubon will celebrate the 100th Anniversary of the Migratory Bird Treaty Act.

This celebration includes:

🐦 Opening of Golden Gate Audubon’s Centennial Exhibit in City Hall
🐦 Richmond Chalk ART
🐦 Join the fun at Richmond Civic Center 9:00am to noon
🐦 Enjoy the early bird video [https://youtu.be/IpmjKtD1szw](https://youtu.be/IpmjKtD1szw)
14. **Engineering/CIP Departments**

**Streets Division:**
On Solano Avenue, paving crews removed and replaced raised concrete with asphalt and worked from the outstanding pothole list in various locations around the City.
Street sweeping staff performed residential sweeping services for the third Monday through Wednesday and fourth Thursday and Friday in the North Richmond, Iron Triangle, North Belding Woods, Atchison Village, South Belding Woods, Richmond Annex, Parkview, Panhandle Annex and Eastshore neighborhood council areas.

15. **Infrastructure Maintenance and Operations**
Abatement:
Abatement crews continued removing homeless encampments, tons of illegal dumping, and graffiti throughout the City.
Code Enforcement:
For several years, the City of Richmond’s Code Enforcement unit has requested that BNSF Railroad remove debris and cut the vegetation near their 7th Street property between the north and south lines. In late January, the rail company hired a contractor to clean the massive area. The project took two weeks to complete. Tons of discarded trash, hazardous waste, homeless encampments, and vegetation was removed.
Code Enforcement Officer Souza has been working on a commercial building with on-going issues of homeless breaking into the property, theft of electricity, and debris strewn within the interior and exterior of the building. After obtaining a court approved warrant, CEO Souza was able to coordinate efforts with the Abatement crew to clear the property and to remove the graffiti. The property is now clean of debris, secured and red-tagged with further enforcement action pending.
Facilities Maintenance Division:
Carpenters replaced the door of the handicapped stall in the Auditorium, installed baseboards at Booker T. Anderson Community Center, installed a new counter top in the copy room in Human Resources, replaced the mail box in the Annex Senior Center, and began the new concrete pad at the Plunge for the tennis club.
Painters continued with the painting of the exterior of the Dispatch Center and began painting the kitchen of the Men and Women of Valor building.

Stationary Engineers conducted daily building and pool checks, cleaned the grease trap at the Senior Center, removed a refrigerator from Employment and Training, moved Human Resources storage items, set up ergonomic desks, replaced a heater motor fan at the Corporation Yard, replaced the ice maker at Fire Station #62, and relocated the restroom trailer at Fire Station #66.
Utility Workers cleaned the carpets in the Family Justice Center, pressure-washed the Transit Center, attended equipment demonstration, set up various rooms for events, set up Council Chambers, and maintained 29 City-owned facilities.
Parks and Landscaping Division:
General maintenance crews continued with baseball field maintenance, repaired fencing at Nicholl Park, fixed the gate at Kern Park, installed back flow cage at Judge Carroll Park, and fertilized lawns at Civic Center Plaza.

Tree crews cut or trimmed trees on Esmond and Roosevelt Avenues and removed a stump at Civic Center and Barrett Avenue.
Marina District crews replaced backflows, performed weed abatement on the trail, and abated weeds on Regatta Boulevard.
Feel free to contact me if you have any questions or comments about these or any other items of interest to you.

Have a great week!

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

See the next page to see options for connecting with the City of Richmond.
Connecting with the City of Richmond

Richmond Residents

Want to report a service concern or issue?
Use CORConnect to contact City of Richmond

You can use the CORConnect button on the City’s website to report a concern, pose a question, or acknowledge the City’s work in some way.

ci.richmond.ca.us
Connect with the City of Richmond

To contact us by phone:

The City’s website (http://www.ci.richmond.ca.us/) provides a department and staff directory at http://www.ci.richmond.ca.us/Directory.aspx.

If you’re not sure which department you need to contact, or, if you don’t receive a call back (which should not happen) from your original call or message, we encourage you to phone the City Manager’s office at (510) 620-6512.
Using the CORConnect Application on the City’s Website:

You can use the CORConnect button on the City’s website (http://www.ci.richmond.ca.us/) to report a concern, pose a question, or acknowledge the City's work in some way. These CORConnect issues go directly to the responsible department, and the city manager reviews reported issues on a regular basis to determine if City staff members are responding appropriately. If you do not feel that you have received a satisfactory response, please contact the City Manager’s office at (510) 620-6512.

To access CORConnect select the CORConnect button on the homepage of the City website.

Alternatively you can select the COR Connect button on any other webpage on the left hand side of the page.

On the next screen under Report an Issue select Report Issue/Concern to create a report or Search Issue/Concerns to look up a previously reported issue. You can also look up previously submitted issues to check on the current status if you provided you name, phone number or email when you submitted it.

On the page, you can also look up information on a parcel, see permits issued and look up business license information. If you have a current business license you can pay to renew it online with a credit card.
The recommended browsers are: **Microsoft Edge**, or **Microsoft Internet Explorer version 11** using the compatibility mode. It can be found in the upper right corner of Internet Explorer: click on the "gear" icon and select Compatibility View Settings, then add the site to the list and click “Close”.

The City of Richmond is looking forward to feedback from the community on **CORConnect**. We welcome your comments at **webservices@ci.richmond.ca.us**

**Using the City of Richmond Mobile Application:**

The City of Richmond mobile app provides Richmond’s community members with one-stop access to City services and information via mobile devices. The app allows quick and real-time reporting of neighborhood-related issues; viewing the City’s events calendar; finding addresses and phone numbers of local businesses, city departments and council members. The City of Richmond’s mobile phone app is available on the Apple App store and Google Play store.

QR Codes are available for easy downloading of this APP:
- **Apple version of APP**
- **Android version of APP**

We welcome your comments at **webservices@ci.richmond.ca.us**