



Community Services Building  
440 Civic Center Plaza  
Richmond, CA 94804

## **SPECIAL MEETING AGENDA**

*(The Regular Meeting Agenda previously published on March 13, 2020, is cancelled)*

**Tuesday, March 17, 2020**

*Link to City Council Agendas/Packets*

<http://sireweb.ci.richmond.ca.us/sirepub/meet.aspx>

*Register to receive notification of new agendas, etc.*

<http://www.ci.richmond.ca.us/list.aspx>

**Mayor**  
Thomas Butt

**Vice Mayor**  
Nathaniel Bates

### **Councilmembers**

Ben Choi  
Demnlus Johnson III  
Eduardo Martinez  
Jael Myrick  
Melvin Willis

### **Housing Authority Tenant Commissioners**

Jaycine Scott  
Vacant

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The Richmond City Council also serves as Board Members and Commission Members for the following:

Housing Authority  
Joint Powers Financing Authority  
Surplus Property Authority  
Local Reuse Authority

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**CORONAVIRUS DISEASE (COVID-19) ADVISORY**

On March 16, 2020, the Health Officer of Contra Costa County issued an Order through April 7, 2020 that directed that all individuals living in the county to shelter at their place of residence except that they may leave to provide or receive certain essential services or engage in certain essential activities and work for essential businesses and governmental services.

Under the Governor's Executive Order N-25-20, this meeting may utilize teleconferencing. Members of the public will still be able to observe and offer public comment in City Council Chambers at 440 Civic Center Plaza.

How to watch the meeting from home:

1. KCRT – Comcast Channel 28 or AT&T Uverse Channel 99
2. Livestream online at <http://www.ci.richmond.ca.us/3178/KCRT-Live>

We are happy to accommodate written public comments. All comments must be received via email by 4:00 p.m. on Tuesday, March 17, 2020. Comments received by 4:00 p.m. will be put into the record and considered before Council action. Comments can be submitted by email to [cityclerkdept@ci.richmond.ca.us](mailto:cityclerkdept@ci.richmond.ca.us).

**COMMUNICATION ACCESS INFORMATION:**

**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.**

## MEETING PROCEDURES

The City of Richmond encourages community participation at its City Council meetings and has established procedures that are intended to accommodate public input in a timely and time-sensitive way. As a courtesy to all members of the public who wish to participate in City Council meetings, please observe the following procedures:

**PUBLIC COMMENT ON AGENDA ITEMS:** Anyone who desires to address the City Council on items appearing on the agenda must complete and file a pink speaker's card with the City Clerk **prior** to the City Council's consideration of the item. Once the City Clerk has announced the item, no person shall be permitted to speak on the item other than those persons who have submitted their names to the City Clerk. Your name will be called when the item is announced for discussion.

**Each speaker will be allowed up to TWO (2) MINUTES to address the City Council on NON-PUBLIC HEARING items listed on the agenda. Speakers are allowed up to THREE (3) minutes on PUBLIC HEARING items.**

**OPEN FORUM FOR PUBLIC COMMENT:** Individuals who would like to address the City Council on matters not listed on the agenda or on items remaining on the consent calendar may do so under Open Forum. All speakers must complete and file a pink speaker's card with the City Clerk **prior** to the commencement of Open Forum. The amount of time allotted to individual speakers shall be determined based on the number of persons requesting to speak during this item. **The time allocation for each speaker will be as follows:** 15 or fewer speakers, a maximum of 2 minutes; 16 to 24 speakers, a maximum of 1 and one-half minutes; and 25 or more speakers, a maximum of 1 minute.

**SPEAKERS ARE REQUESTED TO OCCUPY THE RESERVED SEATS IN THE FRONT ROW BEHIND THE SPEAKER'S PODIUM AS THEIR NAME IS ANNOUNCED BY THE CITY CLERK.**

**CONSENT CALENDAR:** Consent Calendar items are considered routine and will be enacted, approved or adopted by one motion unless a request for removal for discussion or explanation is received from the audience or the City Council. A member of the audience requesting to remove an item from the consent calendar that is sponsored by City staff must first complete a speaker's card and discuss the item with a City staff person who has knowledge of the subject material **prior** to filing the card with the City Clerk and **prior** to the City Council's consideration of Agenda Review. Councilmembers who request to remove an item from the consent calendar must do so during Agenda Review. An item removed from the Consent Calendar may be placed anywhere on the agenda following the City Council's agenda review.

**CONDUCT AT MEETINGS:** Richmond City Council meetings are limited public forums during which the City strives to provide an open, safe atmosphere and promote robust public debate. Members of the public, however, must comply with state law, as well as the City's laws and procedures and may not actually disrupt the orderly conduct of these meetings. The public, for example, may not shout or use amplifying devices, must submit comment cards and speak during their allotted time, may not create a physical disturbance, may not speak on matters unrelated to issues within the jurisdiction of the City Council or the agenda item at hand, and may not cause immediate threats to public safety.

**CITY HARASSMENT POLICY:** The City invites public comment and critique about its operations, including comment about the performance of its public officials and employees, at the public meetings of the City Council and boards and commissions. However, discriminatory or harassing comments about or in the presence of City employees, even comments by third parties, may create a hostile work environment, if severe or pervasive. The City prohibits harassment against an applicant, employee, or contractor on the basis of race, religious creed, color, national origin, ancestry, physical disability, medical condition, mental disability, marital status, sex (including pregnancy, childbirth, and related medical conditions), sexual orientation, gender identity, age or veteran status, or any other characteristic protected by federal, state or local law. In order to acknowledge the public's right to comment on City operations at public meetings, which could include comments that violate the City's harassment policy if such comments do not cause an actual disruption under the Council Rules and Procedures, while taking reasonable steps to protect City employees from discrimination and harassment, City Boards and Commissions shall adhere to the following procedures. If any person makes a harassing remark at a public meeting that violates the above City policy prohibiting harassment, the presiding officer of the meeting may, at the conclusion of the speaker's remarks and allotted time: (a) remind the public that the City's Policy Regarding Harassment of its Employees is contained in the written posted agenda; and (b) state that comments in violation of City policy are not condoned by the City and will play no role in City decisions. If any person makes a harassing remark at a public meeting that violates the above City policy, any City employee in the room who is offended by remarks violating the City's policy is excused from attendance at the meeting. No City employee is compelled to remain in attendance where it appears likely that speakers will make further harassing comments. If an employee leaves a City meeting for this reason, the presiding officer may send a designee to notify any offended employee who has left the meeting when those comments are likely concluded so that the employee may return to the meeting. The presiding officer may remind an employee or any council or board or commission member that he or she may leave the meeting if a remark violating the City's harassment policy is made. These procedures supplement the Council Rules and Procedures relating to disruption of orderly conduct at Council meetings.

Any law enforcement officer on duty or whose service is commanded by the presiding officer shall be Sergeant-at-Arms of the Council meetings. He/she, or they, shall carry out all orders and instructions given by the presiding officer for the purpose of maintaining order and decorum at the Council meetings (City Council Rules of Procedure and Order Section III F, RMC Section 2.12.030).

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## **SPECIAL MEETING OF THE RICHMOND CITY COUNCIL**

6:30 p.m.

- A. PLEDGE TO THE FLAG**
- B. ROLL CALL**
- C. STATEMENT OF CONFLICT OF INTEREST**
- D. AGENDA REVIEW**
- E. REPORT FROM THE CITY MANAGER**
- F. OPEN FORUM FOR PUBLIC COMMENT**
- G. CITY COUNCIL CONSENT CALENDAR**

- G-1.** APPROVE a contract with Badawi & Associates to provide annual audit services to the City of Richmond and its related entities for fiscal years 2019-20, 2020-21 and 2021-22, with an option to extend the contract in one-year periods, not to exceed a total of two additional fiscal years, for amounts not to exceed \$297,420, \$303,625, \$309,775, and \$309,775 in the two option years, respectively - Finance Department (Belinda Brown 620-6740, William Reed 620-6739).
- G-2.** ADOPT a resolution by the City Council of Richmond authorizing the reduction of SEIU Local 1021 and the City's December 6, 2019 Tentative Agreement to final Memorandum of Understanding (MOU) language and providing for the submittal of the final MOU to the City Council for approval - Human Resources Management Department (Lisa Stephenson 620-6600).
- G-3.** INTRODUCE an ordinance (first reading) to compensate the classifications represented by the Service Employees' International Union (SEIU Local 1021) in the City's classified service - Human Resources Management Department (620-6600).
- G-4.** APPROVE a contract with Colantuono, Highsmith & Whatley, PC for services provided by National Demographic Corporation for redistricting and public hearing services in connection with the City's transition to By-District Elections in an amount not to exceed \$63,500 - City Attorney's Office/City Clerk's Office (Rachel Sommovilla/Pamela Christian 620-6513).
- G-5.** APPROVE a standing purchase order with Kelly-Moore Paints to purchase paint and painting supplies to be used in the care and maintenance of City owned buildings in an amount not to exceed \$150,000.00 over a three year period, with an option to extend two years - Public Works Department (Yader Bermudez 774-6300).

- G-6.** APPROVE a contract amendment with Nichols Consulting Engineers for additional design services on the Yellow Brick Road project. The proposed Contract Amendment would extend the term of the contract for two years and increase the amended contract amount by \$203,000.00 for a total contract amount not to exceed \$1,198,697.58 - Public Works Department (Yader Bermudez 774-6300/Tawfic Halaby 621-1612).
- G-7.** ACCEPT and APPROPRIATE \$40,000 in reimbursement funds in order to install electronic bicycle lockers - Public Works Department (Yader Bermudez 774-6300).
- G-8.** APPROVE a one year contract with Legacy1Media, for online law enforcement recruiting services to include recruitment consulting strategy, department branding, video production, brochure and print design and content provider, in an amount not to exceed \$19,800. The term is from January 27, 2020, to December 31, 2020 - Police Department (Chief Bisa French 621-1802).
- G-9.** APPROVE a contract with Bob Murray and Associates to conduct a recruitment for a police chief, in an amount not to exceed \$24,000 and for a term ending June 30, 2021 - City Manager's Office (Laura Snideman 620-6512).
- G-10.** ADOPT a resolution authorizing service contracts for on-call civil and land development plan check and related inspection services for an amount not to exceed \$500,000 per firm over three years from March 2020 through June 2023, with an option to extend the contracts for two years - Community Development Department (Lina Velasco 620-6706).
- G-11.** ADOPT a resolution acknowledging that Contra Costa County adopted Resolution No. 2020/36 issuing multifamily housing revenue bonds not to exceed \$80,000,000 to finance the acquisition and rehabilitation of Hacienda Apartments - Community Development Department (Lina Velasco 620-6706).
- G-12.** APPROVE a Memorandum of Understanding (MOU) in partnership with Rosie the Riveter Trust and Rosie the Riveter/WWII Home Front National Historical Park and the City of Richmond Community Services Department, effective June 1, 2020 through September 30, 2020; and APPROPRIATE grant funding of \$31,850 to cover start-up costs, supplies, participation fees, and staff - Library and Community Services Department (Sal Vaca/Ranjana Maharaj 307-8006).
- G-13.** APPROVE a contract with A-Para Transit to provide paratransit services for Richmond residents in an amount not to exceed \$300,000; contract term will be from March 18, 2020, to March 30, 2022 - Library and Community Services Department (Sal Vaca/Lori Reese-Brown 620-6869).
- G-14.** APPROVE an appointment to the Economic Development Commission: APPOINT Reza Yazdi, new appointment, seat #5, term expiration date of March 30, 2023 - Office of the Mayor (Mayor Tom Butt 620-6503).

- G-15.** APPROVE actions to update the Youth Council: APPOINT Ashlee Davis, re-appointment, seat #8, term expiration date October 1, 2020 - Office of Mayor (Mayor Tom Butt 620-6503).
- G-16.** APPROVE appointment to the Workforce Development Board; APPOINT Geovanni Flores, new appointment, seat #7, labor, joint-management apprenticeship programs, community-based, and youth-serving organizations representative, term expiration date March 1, 2024; Hakim Johnson, new appointment, seat #9, business majority representative, term expiration date March 1, 2024; Chuck Carpenter, new appointment, seat #12, governmental, economic development, and community representative, term expiration date March 1, 2024; Miquel "Mick" Penn, new appointment, seat #13, business majority representative, term expiration date March 1, 2024; Jeffrey Carr, re-appointment, seat #22, entities administering education, and community representative, term expiration date March 1, 2024; Steve Bell, re-appointment, seat #23, labor, joint-management apprenticeship programs, community-based, and youth-serving organizations representative, term expiration date March 1, 2024; Sarah Wally, re-appointment, seat #26, business majority representative, term expiration date March 1, 2024 - Office of the Mayor (Mayor Tom Butt 620-6503).
- G-17.** APPROVE appointments to the Arts and Culture Commission: APPOINT Melissa Kirk, re-appointment, seat #11, term expiration date January 31, 2024 - Office of the Mayor (Mayor Tom Butt 620-6503).
- G-18.** APPROVE appointment to the Recreation and Parks Commission: APPOINT Soheila Bana, re-appointment, seat #9, term expiration date October 26, 2023 - Office of the Mayor (Mayor Tom Butt 620-6503).
- G-19.** APPROVE appointments to the Richmond-Zhoushan Sister City Commission; APPOINT Matthew Lewis, re-appointment, seat #1, term expiration date December 31, 2022, Joseph Kong, re-appointment, seat #5, term expiration date December 31, 2022 - Office of the Mayor (Mayor Tom Butt 620-6503).
- G-20.** APPROVE the minutes of the February 25, 2020, Regular City Council meeting - City Clerk's Office (Pamela Christian 620-6513).
- G-21.** ADOPT a resolution ratifying the proclamation (Resolution No. 18-20) of a local state of emergency in the City of Richmond that was issued by the City Manager (Director of Emergency Services) on March 10, 2020, due to the potential of impacts of the outbreak of Novel Coronavirus (COVID-19) to the City of Richmond - City Manager's Office/Fire Department (Laura Snideman/Genevieve Pastor-Cohen 621-1264).
- G-22.** REVIEW the revised purchasing policy that modifies the City's normal purchasing practices to assure that, in both emergency and exigent circumstances caused by a proclaimed disaster or emergency, the City is able to acquire the

goods and services required to address an immediate threat to life safety or public health and ADOPT a resolution approving the policy - Finance Department (Belinda Brown/Antonio Banuelos 620-6741).

- G-23.** ADOPT a resolution approving a budget appropriation of \$1.5 million in the Emergency Recovery Fund from the General Fund cash reserves in order to fund expenditures related to the COVID-19 response - Finance Department (Belinda Brown/Markisha Guillory 620-5434).

**H. REPORTS OF OFFICERS: REFERRALS TO STAFF, AND GENERAL REPORTS (INCLUDING AB 1234 REPORTS)**

**I. ADJOURNMENT**

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*This agenda may be previewed on KCRT – Channel 28, Richmond Television, City website [www.ci.richmond.ca.us](http://www.ci.richmond.ca.us). Any documents produced by the City and distributed to a majority of the City Council regarding any item on this agenda will be made available at the Main Counter at City Hall located at 450 Civic Center Plaza.*