

**RICHMOND, CALIFORNIA,
SPECIAL CITY COUNCIL MINUTES**

January 17, 2023, 2:00 p.m.
Community Services Building
440 Civic Center Plaza
Richmond, CA 94804

A. SPECIAL MEETING OF THE RICHMOND CITY COUNCIL/ORIENTATION

The meeting was called to order at 2:13 p.m. by Councilmember Gayle McLaughlin via teleconference.

B. ROLL CALL

Present: Councilmembers Soheila Bana, Claudia Jimenez, Gayle McLaughlin, and Doria Robinson. **Absent:** Councilmember Melvin Willis and Mayor Eduardo Martinez arrived after the roll was called. Councilmember Cesar Zepeda was absent the entire meeting.

C. NEW BUSINESS

C.1 City Council Orientation

RECEIVE a City Council orientation presentation and handbook from City staff – City Manager/City Clerk/City Attorney (Shasa Curl/Pam Christian/Dave Aleshire 510-620-6512).

The City Council received presentations from staff regarding: Overview of City Council roles and responsibilities; Outline of ethical and legal parameters related to their working relationships; Information regarding the responsibilities of City staff members; City of Richmond Overview and Contacts; City Council Agenda Process and Administrative Support; Meeting Procedures and Mandatory Council Trainings; Municipal Finance and Budgeting; and City-Wide Guiding Documents.

D. PUBLIC COMMENT - LIMITED TO ITEM C.1 ONLY

None.

E. ADJOURNMENT

There being no further business, the meeting adjourned at 3:48 p.m. to meet again on January 24, 2023, at 6:30 p.m.

Clerk of the City of Richmond

Mayor