

**RICHMOND, CALIFORNIA,**

June 27, 2023, 4:00 p.m.  
Community Services Building  
440 Civic Center Plaza  
Richmond, CA 94804

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**A. OPEN SESSION TO HEAR PUBLIC COMMENT BEFORE CLOSED SESSION**

The Richmond City Council Open Session was called to order at 4:00 p.m. by Mayor Eduardo Martinez.

**B. ROLL CALL**

**Present:** Councilmembers Soheila Bana, Claudia Jimenez, Doria Robinson, Melvin Willis, Cesar Zepeda, Vice Mayor Gayle McLaughlin, and Mayor Eduardo Martinez.

**Absent:** None.

**C. CLOSED SESSION**

**C.1 PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957)**

- Title: City Manager

**C.2 CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)**

- Agency Representatives: Sharrone Taylor and Jack Hughes

Employee organizations:

1. SEIU Local 1021 Full Time Unit and Part Time Unit
2. IFPTE Local 21 Mid-Level Management Unit and Executive Management Units
3. Richmond Police Officers Association RPOA
4. Richmond Police Management Association RPMA
5. IAFF Local 188
6. Richmond Fire Management Association RFMA

**C.3 CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION (initiation of litigation pursuant to paragraph (4) of Subdivision (d) of Government Code Section 54956.9)**

- Three Cases

**C.4 CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (paragraph (1) of Subdivision [d] of Government Code Section 54956.9)**

- North Coast Rivers Alliance et al./Point Molate Alliance et al. v. City of Richmond
- Richmond Shoreline Alliance v. City of Richmond

**D. PUBLIC COMMENT BEFORE CLOSED SESSION**

None.

**E. ADJOURN TO CLOSED SESSION**

The Open Session adjourned to Closed Session at 4:02 p.m. Closed Session adjourned at 6:37 p.m.

**F. JOINT SPECIAL MEETING OF THE RICHMOND HOUSING AUTHORITY / RICHMOND CITY COUNCIL**

The Joint Special Meeting of the Richmond Housing Authority/Richmond City Council was called to order at 6:38 p.m. by Chair/Mayor Eduardo Martinez.

**G. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance to the Flag was led by Chair/Mayor Eduardo Martinez.

**H. ROLL CALL**

**Present:** Commissioners/Councilmembers Soheila Bana, Claudia Jimenez, Doria Robinson, Melvin Willis, Cesar Zepeda, Vice Chair/Vice Mayor Gayle McLaughlin Chair/Mayor Eduardo Martinez, and Tenant Commission Jaycine Scott. **Absent:** None.

**I. STATEMENT OF CONFLICT OF INTEREST**

None.

**J. REPORT FROM THE EXECUTIVE DIRECTOR**

Interim Housing Authority Director Gabino Arredondo announced that there was a celebration scheduled on June 29, 2023, at 11:00 a.m. for the opening of Hacienda.

**K. AGENDA REVIEW**

Chair/Mayor Martinez requested the city attorney's input on how the vote for L.1 should be taken up considering that some portions of the action pertained to City Council and others to the Housing Authority. City Attorney Dave Aleshire advised that Council could take each action up in separate motions.

**L. JOINT RICHMOND HOUSING AUTHORITY / RICHMOND CITY COUNCIL BUDGET SESSION**

**L.1 Annual Review and Adoption of Financial Policies for Fiscal Year 2022-23 and Fiscal Year 2023-24 (Cash Reserve, OPEB Funding, Pension Funding, RHA – City Administrative Services Agreement)**

REVIEW and ADOPT resolutions for the Cash Reserve Policy, OPEB Funding Policy, Pension Funding Policy, and Richmond Housing Authority/City of Richmond agreement, and resolutions for Fiscal Year 2022-2023 and Fiscal Year 2023-2024 – Finance Department (Nickie Mastay 510-620-6609/Mubeen Qader 510-412-2077/Gabino Arredondo 510-621-1300).

City Manager Shasa Curl introduced the item. Ms. Curl, Deputy Finance Director Mubeen Qader, Interim Housing Authority Director Gabino Arredondo, and Deputy City Manager Nickie Mastay presented a PowerPoint highlighting the following: Introduction; Policies Updates after Five-Year Financial Forecast and Budget; City's Response to State Corrective Action Plan (4 of 11 Recommendations); State Auditor's Recommendation 8, Richmond Housing Authority (RHA)-City Agreement; RHA-City Agreement Highlights; State Auditor's Recommendation 1, Cash Reserve Policy; Cash Reserve Policy - GFOA Guidelines; Cash Reserve Policy Five-Year Financial Forecast; Cash Reserve

Policy Recommendation; State Auditor Recommendation 4, Retirement-Related Costs (Pension Funding); Pension Funding Background; Pension Funding Policy Recommendation; State Auditor's Recommendation 5, Other Post-Employment Benefits (OPEB); OPEB Funding Background; OPEB Funding Policy Recommendation; and Next Steps.

Discussion ensued. The Commission/Council requested clarification on who was voting on the Housing Authority portion of the item, who was voting on the City Council portion of the item and how the items in the recommended action should be taken up. Chair/Mayor Martinez decided to take action on each portion of the recommended action in separate votes with the Council items going forward first and the Richmond Housing Authority item last.

Discussion on the Cash Reserve Policy recommendation ensued. The Council requested that staff provide a list of cities that have fifty percent cash reserve. Further discussion ensued. Mayor Martinez asked for public comment; there were no public speakers.

A motion was made by Councilmember Jimenez, seconded by Mayor Martinez to adopt a resolution approving a Cash Reserve Policy which has a floor of 17 percent to 22 percent.

A substitute motion was made by Vice Mayor McLaughlin, seconded by Councilmember Bana to adopt a resolution making the specific number for the Cash Reserve Policy 21 percent.

The substitute motion passed by the following vote: **Ayes:** Councilmembers Soheila Bana, Doria Robinson, Melvin Willis, Cesar Zepeda, and Vice Mayor Gayle McLaughlin. **Noes:** Mayor Eduardo Martinez. **Abstentions:** Councilmember Claudia Jimenez. **Absent:** None.

#### **Adopted Resolution No. 64-23**

Discussion on the Pension Funding Policy ensued.

A motion was made by Councilmember Bana, seconded by Councilmember Willis to adopt the resolution recommended by staff regarding the Pension Funding Policy.

A substitute motion was made by Councilmember Jimenez, seconded by Mayor Martinez to adopt a resolution approving contributions of 10 percent of each year-end operating surplus in the General Fund in excess of City's Cash Reserve Policy into the 115 trust and also to direct staff to present to council a comparison analysis of the benefits of paying funds to CalPERS directly versus putting money in the 115 trust.

The substitute motion passed by the following vote: **Ayes:** Councilmembers Claudia Jimenez, Doria Robinson, Melvin Willis, Cesar Zepeda, Vice Mayor Gayle McLaughlin, and Mayor Eduardo Martinez. **Noes:** Councilmembers Soheila Bana. **Abstentions:** None. **Absent:** None.

#### **Adopted Resolution No. 66-23**

Discussion ensued regarding the Other Post-Employment Benefit (OPEB) Funding Policy.

A motion was made by Councilmember Willis, seconded by Councilmember Bana to adopt the resolution recommended by staff regarding the OPEB Funding Policy.

A substitute motion was made by Councilmember Jimenez, seconded by Mayor Martinez to direct staff to conduct analysis on what contributing the ADC minus the pay-as-you-go costs into the trusts would look like in a five-year forecast prior to approving the action and to approve contributions of 10 percent of each year end operating surplus into general fund in excess of cash reserve policy into the trusts.

The substitute motion failed by the following vote: **Ayes:** Councilmember Claudia Jimenez and Mayor Eduardo Martinez. **Noes:** Councilmembers Soheila Bana and Cesar Zepeda. **Abstentions:** Councilmembers Doria Robinson, Melvin Willis, and Vice Mayor Gayle McLaughlin. **Absent:** None.

Councilmember Jimenez offered a friendly amendment to the original motion that staff bring back their analysis on the forecasted amount of what will be paid each year. Councilmembers Willis and Bana accepted the friendly amendment.

The original motion passed by the following vote: **Ayes:** Councilmembers Soheila Bana, Claudia Jimenez, Doria Robinson, Melvin Willis, Cesar Zepeda, Vice Mayor Gayle McLaughlin, and Mayor Eduardo Martinez. **Noes:** None. **Abstentions:** None. **Absent:** None.

#### **Adopted Resolution No. 65-23**

Discussion ensued regarding the cooperative agreement between the Richmond Housing Authority and the City of Richmond. The Council decided to take two separate votes for the same item. One vote on the recommendation would be taken by the City Council and the other vote would be taken by the Richmond Housing Authority Board of Commissioners.

A motion was made by Councilmember Zepeda, seconded by Councilmember Bana to approve the staff recommendation regarding the cooperative agreement between the Richmond Housing Authority and the City of Richmond.

The motion passed by the following vote: **Ayes:** Councilmembers Soheila Bana, Claudia Jimenez, Doria Robinson, Melvin Willis, Cesar Zepeda, Vice Mayor Gayle McLaughlin, and Mayor Eduardo Martinez. **Noes:** None. **Abstentions:** None. **Absent:** None.

A motion was made by Commissioner Zepeda, seconded by Commissioner Bana to approve the staff recommendation regarding the cooperative agreement between the Richmond Housing Authority and the City of Richmond.

The motion passed by the following vote: **Ayes:** Commissioners Soheila Bana, Claudia Jimenez, Doria Robinson, Melvin Willis, Cesar Zepeda, Vice Chair Gayle McLaughlin, Chair Eduardo Martinez, and Tenant Commissioner Jaycine Scott. **Noes:** None. **Abstentions:** None. **Absent:** None.

#### **M. ADJOURNMENT**

There being no further business, the meeting adjourned at 8:59 p.m.

#### **N. REGULAR MEETING OF THE RICHMOND CITY COUNCIL**

The Regular Meeting of the Richmond City Council scheduled for 6:30 p.m. was called to order at 9:00 p.m. by Mayor Eduardo Martinez.

**O. ROLL CALL**

**Present:** Councilmembers Soheila Bana, Claudia Jimenez, Doria Robinson, Melvin Willis, Cesar Zepeda, Vice Mayor Gayle McLaughlin, and Mayor Eduardo Martinez  
**Absent:** None.

**P. STATEMENT OF CONFLICT OF INTEREST**

None.

**Q. AGENDA REVIEW**

**Items V.1** (*Recognize the Organizers of the Cinco de Mayo Parade and Festival*) and **V.2** (*Recognition of Dr. Carol Weyland Conner's legacy and service to the City of Richmond*) were moved to be heard immediately after agenda review. **Item Y.2** (*EBMUD Presentation*) was moved up to be heard before **Y.1** (*Approval of Fees for a Revised Master Fee Schedule*) and after the approval of the consent calendar.

**R. REPORT FROM THE CITY ATTORNEY OF FINAL DECISIONS MADE DURING CLOSED SESSION**

**C.1 PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957)**

- Title: City Manager

*Discussed. The matter was continued to the July 11, 2023, meeting. No reportable action.*

**C.2 CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)**

- Agency Representatives: Sharrone Taylor and Jack Hughes

Employee organizations:

1. SEIU Local 1021 Full Time Unit and Part Time Unit
2. IFPTE Local 21 Mid-Level Management Unit and Executive Management Units
3. Richmond Police Officers Association RPOA
4. Richmond Police Management Association RPMA
5. IAFF Local 188
6. Richmond Fire Management Association RFMA

*Status report given. No reportable action.*

**C.3 CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION (initiation of litigation pursuant to paragraph (4) of Subdivision (d) of Government Code Section 54956.9)**

- Three Cases

*One matter discussed. No reportable action.*

**C.4 CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (paragraph (1) of Subdivision [d] of Government Code Section 54956.9)**

- North Coast Rivers Alliance et al./Point Molate Alliance et al. v. City of Richmond

- Richmond Shoreline Alliance v. City of Richmond

*Not discussed.*

**S. REPORT FROM THE CITY MANAGER (public comment allowed under Open Forum)**

City Manager Shasa Curl gave an update on recent events:

- Fiscal Year 2023-2024 Budget Adoption
- West County Mayor's and Supervisors Monthly Meeting held June 22, 2023
- Richmond Promise Board of Directors Meeting held June 22, 2023

Ms. Curl also announced upcoming events:

- 3rd of July Celebration at the Richmond Marina Bay Parkway from 5:00 p.m. - 10:00 p.m.
- Pajama Story Time on July 10 and August 7, 2023, from 6:00 PM - 6:45 p.m. at the West Side Branch Library located at 135 Washington Avenue.
- Taste of Richmond on July 15, 2023, from 11:00 a.m. to 4:00 p.m. at 450 Civic Center Plaza.
- AARP Smart Driver Refresher Course on July 11, 2023, from 9:00 AM - 1:30 PM at the Annex Senior Center located at 5801 Huntington Avenue.

**T. REPORTS OF OFFICERS: REFERRALS TO STAFF, AND GENERAL REPORTS (INCLUDING AB 1234 REPORTS)(limited to two minutes per Councilmember) (public comments allowed under Open Forum)**

Councilmember Bana reported that successful efforts were made with the West Contra Costa County School District to open playgrounds and facilities to the public after school hours.

Councilmember Robinson reported she attended the June 22, 2023, kick off of Thrive Thursdays. She announced that moving forward, the free event would take place every Thursday from 6:30 p.m. to 8:00 p.m. at MLK Park and would include different activities and services such as free Zumba, blood pressure checks/medicine, Covid-19 testing, walks with doctors, etc.

Councilmember Zepeda acknowledged the restaurant Anaviv and urged the community to support our small businesses. Councilmember Zepeda also reported that he would be hosting book readings during the month of July on Saturdays at 5:00 p.m. in different parts of the community.

Councilmember Jimenez thanked members of the Recreation and Parks Commission for organizing Ride to Bike events in the District 6. Councilmember also announced that there would be more events to come in September and would be providing more information in the near future.

Councilmember Willis thanked the Public Works Department for its work on the Wendell Park sprinkler system. Councilmember Willis also thanked the Rent Program for meeting with a group of seniors to answer questions regarding tenant rights in Richmond in addition to providing information on local/regional laws and services available to them.

Vice Mayor McLaughlin thanked the Neighbors of Laurel Park for sharing their public safety concerns at a Zoom meeting that she, along with Crime Prevention Manager Michelle Milan, and Police Sergeant Lamos attended. Vice Mayor McLaughlin announced the following upcoming events: July 3rd Fireworks in Marina Bay Park; Taste

of Richmond on July 15th; and the Community First Village documentary viewing on July 29th from 2:00 p.m. to 4:00 p.m. in the Richmond Auditorium Bermuda Room.

Mayor Martinez announced that there would be a parade and barbeque in North Richmond on July 4, 2023, at Fred Jackson Way.

**U. CRIME REPORT FROM POLICE CHIEF - 4th Tuesday (public comment allowed under Open Forum)**

Police Chief Bisa French provided a brief report on crime trends and other items the Richmond Police Department (RPD) was working on.

Crime trends during the month of May 24-June 21, 2023: 1 homicide - shooting occurred on June 3rd, suspect arrested; 77 aggravated assaults, 26 robberies, 9 sexual assaults, 26 burglaries, 123 thefts, 103 stolen vehicles, and 6 arsons; 290 vehicles were towed; responded to 136 vehicle collisions; conducted 12 DUI investigations; and recovered 18 firearms.

Chief French also provided the following highlights:

On May 30th an RPD officer was aware of a vehicle that was in a pursuit with Contra Costa County Deputies. An RPD officer later saw the vehicle driving westbound on MacDonald Avenue. The occupants tried to flee on foot, however, the officer was able to stop and safely detain the driver. A search of the vehicle uncovered three loaded firearms and the driver was found to have three warrants for his arrest. It was later learned that the suspect and his passengers had robbed a family in San Francisco earlier in the evening at gunpoint.

On June 1st, detectives were able to get charges filed against an adult male for unlawful sexual intercourse with a minor. This case involved a 14 year old middle school student and an adult male who were seen engaging in sexual activity in a vehicle.

On June 8th, officers responded to the Wells Fargo at 4300 MacDonald Avenue for armed bank robbery. An alert sergeant was driving around the area and located the suspect who matched the description given by the teller. The suspect was stopped, detained, and positively identified as the bank robber.

On June 21st members of RPD participated in the law enforcement Torch Run for the Special Olympics as part of a fundraising event.

Chief French also reported that the RPD hired one new dispatcher and three job offers were extended to police officer trainees. Chief French report that following the new hires, there was 26 police vacancies and 19 professional staff vacancies. She noted that a total of 25 employees were hired this year, and was hoping to hire a total of 50 new employees by the end of 2023.

Chief French also reported the following to come over the summer: Relaunch of Youth Explorers program; Start of a mobile police department program where officers visit different districts to provide resident outreach; and Restart of the Community Safety Academy.

Chief French made a correction to a number she provided in her report on May 23, 2023, regarding CCTV cameras. She noted that RPD would receive 40 CCTV cameras not 44 as previously reported.

**V. COMMENDATIONS, PRESENTATIONS, AND PROCLAMATIONS**

**V.1 Recognize the Organizers of the Cinco de Mayo Parade and Festival**

PROCLAMATION recognizing the 23<sup>rd</sup> Street Merchants Association and Peace & Unity for their commitment to organizing the Cinco de Mayo Festival and

Parade - Mayor Eduardo Martinez (510-620-6503) and Councilmember Cesar Zepeda (510-620-6593). **This item was continued from the June 20, 2023, meeting.**

Councilmember Zepeda and Mayor Martinez introduced the item. Mayor Martinez and Councilmember Zepeda read into the record the proclamations highlighting the efforts of the Cinco de Mayo Festival and Parade organizers. Rocio Martinez, Oscar Garcia, Gonzalo Ochoa, and John Marquez gave comments expressing gratitude for the experience and recognition.

## **V.2 Recognition of Dr. Carol Weyland Conner's legacy and service to the City of Richmond**

PROCLAMATION recognizing Dr. Carol Weyland Conner's legacy of giving to people in need and the resources she provided to benefit many residents of Richmond and the greater Contra Costa County - Vice Mayor Gayle McLaughlin (510-620-6636).

Mayor Martinez and Vice Mayor McLaughlin introduced the item and read into the record a proclamation honoring Dr. Carol Wayland Conner's legacy of giving back to the community. Vice Mayor McLaughlin and Mayor Martinez presented the proclamation to Isa Campbell. Mayor Martinez expressed gratitude for the work done by Dr. Wayland Conner. Isa Campbell gave comments thanking the City for recognizing Dr. Wayland Conner contributions to the community.

## **W. OPEN FORUM FOR PUBLIC COMMENT**

*(public comment on items that remain on the Consent Calendar or items not on the agenda - limited to 2 minutes unless otherwise specified - Back and forth dialogue with the Council is prohibited)*

The following individuals gave comments in person:

Don Gosney gave comments regarding the length of the last Council meeting, the decisions made at that meeting and statements made by Councilmembers. Mr. Gosney also gave comments on Item X.3.a., regarding the El Sobrante Stroll, which was approved at the June 20, 2023, City Council meeting.

Gonzalo Ochoa gave comments regarding concerns the 23rd St. merchants have been having with pop up food vendors.

Danela Perez gave comments regarding her parents' business and concerns regarding pop up food vendors on 23rd St. in noncompliance with local regulations.

Wesley Alexander gave comments regarding CoBiz Richmond and challenges local business are facing. Mr. Alexander also gave comments on the use of ARPA funding to support small businesses, nonprofits, and CBOs.

Amanda Eicher gave comments on the allocation of ARPA funds to small businesses and CBOs. Ms. Eicher also expressed her support of a proposal to add a simple application process for small businesses and CBOs to access ARPA funding.

Jamin Pursell gave comments on the allocation of City funds to cultural events, and concerns of the recent removal of an art installation.

Eli Moore gave comments on his recent experience with the County Mobile Crisis Team and advocated for the creation of a City community crisis response program.

Oscar Soriano gave comments regarding concerns of public safety and lack of accountability for individuals committing crimes.

The following individuals gave comments via teleconference:

Andrea Portillo gave comments regarding small business needs and the allocation of ARPA funding for economic recovery from the COVID-19 pandemic.

Janet Johnson gave comments on a UC Berkeley study regarding the effects of rising sea levels on groundwater and the Astra Zeneca site.

Kathleen Sullivan gave comments in support of putting a process together for small businesses to receive ARPA funding and the loss of small businesses during the pandemic.

## **X. CITY COUNCIL CONSENT CALENDAR**

**Motion by** Vice Mayor McLaughlin

**Seconded by** Councilmember Bana

To approve all items on the Consent Calendar.

Ayes (6): Councilmembers Soheila Bana, Claudia Jimenez, Doria Robinson, Cesar Zepeda, Vice Mayor Gayle McLaughlin, and Mayor Eduardo Martinez.

Absent (1): Melvin Willis

Passed (6 to 0)

### **X.1 City Attorney's Office**

#### **X.1.a Fifth Amendment of the Downey Brand Legal Services Agreement**

APPROVE a fifth amendment to the Legal Services Agreement with Downey Brand, in the amount of \$75,000, to represent the City in pending appeals and any further litigation involving the Point Molate property and the City's prior CEQA and land use entitlement process(es), for a total contract amount of \$1,125,000 – City Attorney's Office (Dave Aleshire 510-620-6509).

#### **X.1.b First Amendment to the Legal Services Agreement with Goldfarb & Lipman**

APPROVE a first amendment to the Legal Services Agreement with Goldfarb & Lipman to continue to advise and represent the City of Richmond, and its officers, agents, and employees on matters pertaining to land use litigation, CEQA, and SB 330 claims as directed by the City Attorney, in an amount not to exceed \$75,000, for a total contract amount of \$375,000, and extending the term to June 30, 2025 – City Attorney's Office (Dave Aleshire 510-620-6509).

### **X.2 City Clerk's Office**

#### **X.2.a Minutes of City Council Meetings**

APPROVE the minutes of the June 15, 2023, special meeting - City Clerk's Office (Pamela Christian 510-620-6513).

### **X.3 City Council**

#### **X.3.a Joint meeting of Richmond City Council and WCCUSD Board**

DIRECT staff to connect with West Contra Costa Unified School District (WCCUSD) Superintendent Dr. Chris Hurst to identify a date and location in the fall for a joint meeting of the Richmond City Council and the WCCUSD Board to hear updates and explore collaborations - Vice Mayor Gayle McLaughlin (510-620-6636).

#### **X.4 Economic Development**

**X.4.a Marine Spill Response Corporation (MSRC) First Lease Amendment to Lease Agreement**

APPROVE a First Lease Amendment to Lease Agreement with Marine Spill Response Corporation (MSRC), for a ten-year term commencing July 1, 2023, and two successive five-year extension options that could potentially extend the lease term through June 30, 2043 – Economic Development Department (Nannette Beacham/Lizeht Zepeda 510-620-6653).

**X.4.b FY 2023-24 Neighborhood Public Art (NPA) Mini Grant Awards Selection**

APPROVE a recommendation from the Richmond Arts and Culture Commission (RACC) for Fiscal Year (FY) 2023-24 to grant awards to twelve selected artists, for a total combined amount not to exceed \$89,589, for a term beginning August 1, 2023, and ending June 30, 2024; and AUTHORIZE the city manager or their designee to negotiate and execute agreements with approved grantees - Economic Development Department (Nannette Beacham/Winifred Day 510-620-6512).

#### **X.5 Finance Department**

**X.5.a Approval of Liens and Special Assessments for Unpaid Garbage Collection Service Fees Due to Republic Services**

ADOPT a resolution authorizing placement of liens and special assessments for unpaid garbage collection service fees on Contra Costa County's property tax records – Finance Department (Mubeen Qader 510-620-6740/Antonio Banuelos 510-620-6741).

**Adopted Resolution No. 67-23**

#### **X.6 Information Technology**

**X.6.a First Amendment to the Agreement with Maze and Associates for Continued Cyber Security Awareness Training**

APPROVE a first contract amendment with Maze and Associates in the amount of \$17,790, for a total contract amount not to exceed \$39,865.20, for continued cyber security awareness training, with a term extending through June 30, 2025 – Information Technology Department (Sue Hartman 510-620-6874).

**X.6.b Sole-Source Contract with Packet Fusion, Inc for Extended License and Maintenance Services for VoIP Phone System**

APPROVE a sole-source contract in the amount of \$60,328.80 with Packet Fusion, Inc. for licensed use, maintenance, and support services for the City's Voice Over Internet Protocol (VoIP) system, with a term from July 1, 2023, through December 31, 2024, including six months of extended maintenance services, with the option of four three-month extensions – Information Technology Department (Sue Hartman 510-620-6874).

**X.6.c First Amendment to the Agreement with Maze & Associates for Added Services for Cybersecurity Defense**

APPROVE a first amendment to the agreement with Maze & Associates to procure, implement, maintain, and support the Darktrace cybersecurity

defense system, increasing the compensation by \$134,100, for a total contract amount not to exceed \$283,100, and extending the term to June 30, 2025 – Information Technology Department (Sue Hartman 510-620-6874).

## **X.7 Library and Community Services**

### **X.7.a Release of the 2023 Community Survey**

APPROVE the release of the Polco/National Research Center 2023 National Community Survey – Community Services Department (Lashonda White 510-620-6828/Patrick Seals 510-307-8016).

### **X.7.b Fiscal Year 2023-2024 North Richmond Mitigation Fee Expenditure Plan**

APPROVE the Fiscal Year 2023-2024 North Richmond Waste and Recovery Mitigation Fee Expenditure Plan, identifying the activities authorized to be funded with Mitigation Fee revenue and respective funding allocations for the period of July 1, 2023 through June 30, 2024, as recommended by the North Richmond Waste and Recovery Mitigation Fee Joint Expenditure Planning Committee – Community Services Department (LaShonda White 510-620-6828/Lori Reese-Brown 510-620-6869).

## **X.8 Police Department**

### **X.8.a Agreement with Sacramento Hotel Partners, LLC dba Embassy Suites for a Peace Officers Standards and Training (POST) Team Building Workshop**

APPROVE an agreement with Sacramento Hotel Partners, LLC dba Embassy Suites by Hilton Sacramento Riverfront Promenade for hotel lodging and conference room rental in an amount not to exceed \$25,500, which includes a \$737.09 contingency; and APPROVE expenses in the amount not to exceed \$5,500 for mileage and meal costs, which includes a \$159.40 contingency, for a combined total of \$31,000, of which \$5,579.15 is reimbursable by Peace Officers Standards and Training Team Building Workshop (TBW) sponsorship – Police Department (Chief Bisa French 510-621-1802).

### **X.8.b Three-year contract, with two one-year extension options, with Kwon Veterinary Corporation dba Richmond Veterinary Hospital (Richmond Vet).**

APPROVE a three-year contract with Kwon Veterinary Corporation dba Richmond Veterinary Hospital (Richmond Vet) to provide veterinary services, with two one-year mutually agreed to extension options, for the term of July 1, 2023, through June 30, 2026, for a total amount not to exceed \$40,000 – Police Department (Chief Bisa French 510-621-1802).

## **X.9 Public Works**

### **X.9.a Resolution Approving a Temporary Waiver of Competitive Bidding on Fleet Items and Advanced Authorization to Purchase Vehicles**

ADOPT a resolution approving a temporary waiver of competitive bidding on fleet vehicles and advanced authorization to purchase fleet vehicles – Public Works Department (Daniel Chavarria 510-620-5478/Dee Karnes 510-231-3044).

**Adopted Resolution No. 68-23**

X.9.b Purchase of Asphalt Materials and Supplies for Paving Projects and Pothole Repairs

APPROVE contracts with Martin Marietta Materials, Inc., Vulcan Materials Company, and Dutra Materials for asphalt materials and supplies each in a total combined amount of \$10,000,000 per three-year contract term, each with one two-year option to renew at \$5,000,000 per vendor over the two-year period - Public Works Department (Daniel Chavarria 510-620-5478/Rob Chelemedos 510-231-3007).

X.9.c Boiler Chemical Treatment Services

APPROVE a contract with Tahoe Instruments for boiler chemical treatment services to multiple City-owned steam and closed loop hot water boilers, in an amount not-to-exceed \$100,000, over a three-year period beginning July 1, 2023, and ending June 30, 2026, with an option to extend an additional two years at \$70,000 for the two-year period – Public Works Department (Daniel Chavarria 510-620-5478/Carl Capistrano 510-620-6896).

**X.10 Rent Program**

X.10.a Resolution Establishing the Fiscal Year 2023-24 Residential Rental Housing Fee

ADOPT a resolution establishing the Fiscal Year 2023-24 Residential Rental Housing Fee in the amount of \$220 per Controlled Rental Unit and \$125 per Partially Covered Rental Unit – Rent Program (Nicolas Traylor 510-620-6564).

**Resolution No. 69-23**

**Y. STUDY AND ACTION SESSION**

**Y.1 Approval of Fees for a Revised Master Fee Schedule**

ADOPT a resolution adjusting the dollar amount for current fees except for Recreation fees which will remain as is; and PROVIDE DIRECTION to City staff on how to proceed with an analysis of Recreation rental fees. Staff will return in first half of Fiscal Year 2023-2024 to review the analysis and make recommendations regarding new proposed Recreation fees – Finance Department (Mubeen Qader/Antonio Banuelos 510-620- 6741). **This item was continued from the June 20, 2023, meeting.**

Accounting Manager Antonio Banuelos introduced the item. Mr. Banuelos, Community Services Deputy Director Ranjana Maharaj and Finance Manager Hope Lattell presented a PowerPoint highlighting the following: Updated Fees; Fee Update Percentages; Fiscal Impact of New Fees and Fee Update; Community Services Recreation Fees; Current Comparison of Discount Policy for Rental Fees for Indoor Facilities/Parks; Fee Waivers Approved in Fiscal Year 22-23; Fee Waiver Process; Fee Waiver Report for 2022; Fee Waiver Report for 2023; Partnerships in Fiscal Year 2022-2023; Partnerships in Progress; and Future Considerations and Actions. Discussion ensued. The Council requested more information on the ADU inspection fee, and the previous fee study conducted.

*(At 11:00 a motion was made by Councilmember Willis, seconded by Councilmember Bana to extend the meeting for 15 minutes. A substitute motion by Councilmember Jimenez, seconded by Vice Mayor McLaughlin extended the meeting to finish the current item passed by the following vote: Ayes: Councilmembers Soheila Bana, Claudia Jimenez, Doria Robinson, Melvin Willis, Cesar Zepeda, and Vice Mayor McLaughlin. Noes: Mayor Eduardo Martinez. Absent: None. Abstentions: None.)*

Further discussion of the item ensued. Mayor Martinez called for public speakers; there were none.

A motion was made by Vice Mayor McLaughlin to adopt the resolution excluding recreation fees, leaving the fees as is and providing direction that further analysis be conducted on the recreation fee, seconded by Councilmember Jimenez with a proposed addition that the following principles for setting fees be included in the motion: (1) **Public resources for the public good** - The public resources that the city is the steward of are meant to serve the public. This means that the fees and services should maximize the experience of members of the public in enjoying and benefiting from use of public resources; (2) **Socially equitable distribution of benefits and costs** - This means that the benefits of a service prioritizes the needs of people and groups who have little access to such resources, have been historically excluded, and/or have the most pressing needs. The barriers such groups have in accessing resources must be considered and addressed, such as lack of money, language interpretation, or lack of knowledge of city administrative processes; (3) **Ability to Pay** - This means that the costs are primarily covered by people and entities that have the greatest ability to pay them; (4) **Sustainable and Sufficient Revenue** - Structuring fees should consider what revenue is needed to ensure the sustainability and quality of city services and resources. At the level of individual fees and services, there is not a need to generate revenue that covers all costs because other revenue sources can be used to ensure that the city service cost is not prohibitive to disadvantaged residents. Revenue from fees should be sufficient to sustain services at the level of the whole of city fees; (5) **Alignment with City Council Priorities** - Setting fees should align with the city council's approved priorities.

The proposed addition to the motion was accepted.

The motion passed by the following vote: **Ayes:** Councilmembers Soheila Bana, Claudia Jimenez, Doria Robinson, Melvin Willis, Cesar Zepeda, Vice Mayor Gayle McLaughlin, and Mayor Martinez. **Noes:** None. **Abstentions:** None. **Absent:** None.

#### **Adopted Resolution No. 70-23**

### **Y.2 EBMUD PRESENTATION**

RECEIVE an East Bay Municipal Utility District (EBMUD) presentation on the Sobrante Water Treatment Plant Improvement Project - City Manager's Office/Public Works Department (Shasa Curl 510-620-6512/Daniel Chavarria 510-620-5478).

EBMUD Community Affairs Representative Joe Voelker introduced the item. EBMUD Associate Civil Engineer Stella Tan presented a PowerPoint highlighting the following: The Sobrante Water Treatment Plant Service Area; The Project Purpose; The Project Location; Parts of the Project located within Richmond City Limits; The Sobrante Water Treatment Plant Improvements; The Sobrante Water

Treatment Plant Site Plan; New Buildings Visible from Amend Road; Landscape/Screening Plan; Key Site Views; Project Schedule; and Next Steps. Discussion ensued. Mayor Martinez asked for public comment; there were no public speakers.

**Z. ADJOURNMENT**

There being no further business, the meeting adjourned at 11:13 p.m., to meet again on July 11, 2023, at 6:30 p.m.

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Clerk of the City of Richmond

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Mayor

**From:** [Cordell Hindler](#)  
**To:** [City Clerk Dept User](#)  
**Subject:** public comments- Open Session prior to Closed Session  
**Date:** Friday, June 23, 2023 2:53:59 PM

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Hello Mayor Martinez, Councilmembers and Staff,

I AM Submitting the Following Comments for the Record:

1. Shasa Curl Has Done a Wonderful Job as City Manager And She Would Provide Updates to the Council on a Regular Basis

And the Department Heads Admired Her Dedication to the City of Richmond.

2. I am Glad That the City Is Releasing the Class & Comp Study to Compare What Other Cities have Paid Their Employees.

Sincerely  
Cordell

**From:** [Janet at Sunflower Alliance](#)  
**To:** [City Clerk Dept User](#)  
**Subject:** public comments – Open Session prior to Closed Session: Zeneca site questions  
**Date:** Tuesday, June 27, 2023 1:01:58 PM

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I'd like to bring your attention to [This article](#) that mentions Richmond's Zeneca site, as well as a [similar article](#) published in the SF Chronicle last week. The UC Berkeley study referenced in those articles, led by Dr. Kristina Hill, is [here](#).

It seems timely to remind you that a majority of our community wants the 86-acre Zeneca Superfund-qualified site on Richmond's southeast shoreline cleaned up to the highest protective level, receiving overwhelming community support for over two decades.

You may recall that the Remedial Action Plan calls for removing less than 2% of the site's more than 1/2 million cubic yards of contaminated soil, which contains toxins including arsenic, radioactive materials, byproducts of pesticide research, and many others. Once the 4,000-unit mega-development planned for this site is built, any hope of cleaning it up to a protective level will vanish. Documents filed with the state Department of Toxic Substances Control (DTSC) prove the Zeneca site hazards in groundwater are already contaminating multiple neighboring sites as well as the Bay itself, a situation that will worsen with sea level rise until the sources at the Zeneca site are eliminated.

I don't know if this should prompt City research and/or action, but since late May, DTSC letters have not included Shopoff reps, implying that the company the City signed the Development Agreement (DA) with is no longer part of the Zeneca site agreement. And just last week Hilco told DTSC that all future correspondence should be to a technical company rep rather than a Hilco Senior VP.

Hilco pushed DTSC to agree that they only needed to fund the financial agreement to cover a "walkaway" up through 2028, rather than covering tasks needed up to and including the actual building and selling of the mega-development.

There appear to be changes going on with financial assurances that impact what the City thought it was getting when it signed the Development Agreement. The two are linked because a requirement in the DA was approval by DTSC of the Prospective Purchaser Agreement (PPA), of which financial assurance is a critical part. DTSC had to approve that shortly after the DA was signed, but we still don't have it after nearly three years.

What happened to the \$50M promised to the City? The amount dropped to \$20M, but has the money been received to renovate the Booker T Anderson Community Center? DTSC required community benefits as part of PPA.

--

**Janet Scoll Johnson**  
pronouns: she/her  
**Co-Chair, [Richmond Shoreline Alliance](#)**  
**Co-Coordinator, [Sunflower Alliance](#)**

*I actively occupy and benefit from stolen land of the Ohlone Chochenyo people, who looked after this land for centuries and still live here. I advocate and support efforts for Indigenous land to be returned to Indigenous ownership and management. Learn more at <https://sogoreate-landtrust.org>.*

**From:** [Amanda Eicher](#)  
**To:** [City Clerk Dept User](#)  
**Subject:** Public Comment Agenda Item #2 - REGULAR MEETING OF THE RICHMOND CITY COUNCIL  
**Date:** Tuesday, June 27, 2023 10:08:02 AM

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Honorable Mayor and Councilmembers,

I appreciate your consideration of public comments from NIAD and other small businesses and CBOs in Richmond over the past several meetings regarding distribution of ARPA funds through a simple application process.

Councilmembers will have received, as one example of proposed projects for funding, NIAD's plan to renovate street-facing elements of our property to contribute to safety and accessibility on our block of 23rd Street. This plan, totaling \$500,000, and employing Richmond artists, fabricators, and collaborators in its execution, is an ambitious part of NIAD's work to provide a state-of-the-art facility celebrating creativity and radical inclusion for disabled and nondisabled community members in Richmond.

We believe this contribution to 23rd Street's safety and beautification relates directly to goal #4a, Road, Traffic, and Pedestrian Safety, identified by the City Council as a priority in the Special Meeting on Thursday, June 15th.

However, we also know that many CBOs and small businesses in Richmond are continually generating resources and responses to identified priorities in the course of our strategic work. NIAD, as an example, holds a strategic goal of contributing disability perspectives on creative, accessible design to all the ways our work impacts sustainable development and civic life in downtown Richmond. There may be countless other innovative and valuable proposals in our city to collaborate in reaching the goals outlined in last Thursday's meeting.

CBOs and small businesses are strategically powerful and united in our commitment to Richmond's post-pandemic recovery. We would respectfully urge City Council to consider the proposal put forward by CoBiz and other partners, to put a simple application process in place for small businesses and CBOs to access ARPA funding for approved projects from \$1,000-\$500,000.

I am including CoBiz's proposal below in my comments; however, it will appear as part of Wesley Alexander's comments as well, and it is supported by small businesses and nonprofits throughout the city as an equitable way to provide access to this valuable source of funding.

Thank you for considering the needs of small businesses and CBOs post-COVID; we are here to collaborate in support of the City of Richmond's goals.

With appreciation,

**Amanda Eicher**

Executive Director

Nurturing Independence Through Artistic Development

551 23rd Street, Richmond, CA 94804

510 620 0290 office

415 425 2636 cell

[www.niadart.org](http://www.niadart.org)

\*

### **High-Level Summary**

Covid along with inflation has adversely impacted the runway for small businesses and CBOs here in Richmond that have survived the pandemic, especially Black and Brown enterprises. There is a need for the City to prioritize supporting the current businesses and CBOs who navigated the pandemic and now need assistance to maintain their enterprises, especially Black and Brown enterprises. ARPA funds are a great resource for providing a life-line to small businesses and CBOs as evident in other cities such as Minneapolis, Alexandria, Anchorage, Pittsburg, Seattle, Phoenix, Buffalo, Hinesville (GA), Madison (WI).

### **Eligible ARPA Funding Buckets for Small Businesses**

At the time of the Richmond Economic Development Working Group (EDWG) ARPA Community Needs Assessment, many stakeholders involved were unaware of the diversity of ways the City could use ARPA to support the needs of small businesses, especially [as identified by the National League of Cities](#). The buckets are:

1. provide direct financial assistance relief to small businesses in the form of grants for things such as rent, utilities, personnel, permits, or income loss,
2. patronize small businesses for their goods and services,
3. fund organizations that serve and support entrepreneurs, small businesses, and CBOs such as Richmond Main Street, CoBiz Richmond, Cooperation Richmond, etc,
4. build and support infrastructure that help small businesses secure access to space and resources needed to operate.

### **Proposed Process To Apply: Simple and Clean**

Moving forward, I would encourage that the City allocate \$4M of ARPA to economic recovery for small businesses and CBOs that survived the pandemic via a simple one-time application that addresses the following:

- Did your business exist prior to Dec 31, 2020?
- Is your business still in operations?
- Was your business operating during the pandemic (March 2020 - December 2022)?
- How many employees do you have now, if any?
- How many employees did you have prior to the pandemic, if any?
- Which pillars are you seeking immediate relief for? (choose up two from the 4 options above)
- Describe how ARPA funds will help you maintain your business or organization as a resource to the community? (Less than 200 words)
- What is the impact to the City and community if your business closes? (Less than 200 words)
- What are your monthly operating expenses?
- What amount are you asking for?

**How?** Create a Google Doc or typeform. Would take approximately 20-30 minutes to create the application with the question outlined.

### **Disbursement Amount**

- \$1,000 to \$500K depending on the impact and contributions of the organization to the small business ecosystem and vitality of the region.
- CBOs/non-profits that directly or indirectly impact economic vitality and small businesses should also be allowed to apply for ARPA funds because their services help the City create a welcoming environment for

small businesses to thrive, they hire employees, and they patronize the establishments/services of Richmond small businesses.

**Urgency**

Businesses and CBOs that were staples to their communities are closing across the Bay as they navigate the challenges of higher operating costs, unreliable personnel, and shrinking discretionary spending budgets by consumers. Many of those businesses did not know that ARPA funds were a vehicle for life-support. Plus, we already know that many Black and Brown enterprises were forced to close due to the pandemic and that the majority of Black and Brown enterprises did not receive relief fundings; thus, adversely impacting their runway. The City on its own can provide the first local relief program for small businesses and CBOs in Richmond. Such programs could benefit organizations such as NIAD, Way2Love, Left Side Printing, Brothers of International Faith, Cherry's Eye, and many others that served the community during the pandemic and post-pandemic.

\*

**From:** [Bianca Blomquist](#)  
**To:** [City Clerk Dept User](#)  
**Cc:** [Antonio Aguilar](#)  
**Subject:** Small Business Majority comments for the record  
**Date:** Tuesday, June 27, 2023 12:37:47 PM  
**Attachments:** [062723-Richmond-ARPA-Small-Business-Majority.pdf](#)

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Good afternoon,

Please find attached our comments to the Richmond City Council and Mayor's Office about how ARPA dollars can be used to support Richmond small business owners.

If you have any questions, please do not hesitate to contact me. Thank you for your work!

Regards,  
Bianca Blomquist

--

**Bianca Blomquist** | [Linkedin](#)

California Policy Director  
Northern California Outreach Director  
*Small Business Majority*  
Mobile: (612) 309-0095

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**STATEMENT FOR THE RECORD BEFORE THE RICHMOND CITY COUNCIL:  
AMERICAN RESCUE PLAN ACT (ARPA) INVESTMENTS FOR SMALL BUSINESS**

June 27, 2023

Bianca Blomquist  
California Policy Director, Small Business Majority

Thank you Mayor Martinez and Members of the Richmond City Council:

As a leading representative of California's four million small businesses, we offer recommendations for the most constructive ways to continue administering stimulus aid provided to state and local governments. Strategic investments can have a transformative impact on the long-term sustainability of a small business ecosystem. To this end, we support of our local partner, CoBiz Richmond, to see the City to assist in the building of a healthy and strong entrepreneurial ecosystem. We urge the City Council and Mayor to immediately implement an equitable and transparent process for businesses, non-profits and other community-based organizations (CBOs) to apply for the millions of dollars in American Rescue Plan Act (ARPA) funding that the City received in 2021.

It's been more than three years since the COVID-19 crisis began, but many small businesses are still struggling to keep their doors open. While there are currently no federal relief programs available to small businesses, many hard-hit businesses still need support. In 2021, the American Rescue Plan provided billions of dollars to state governments to support their communities. After a year, these governments still have an opportunity to support their local economies through small business support.

The City can help establish grant programs to support technical assistance providers that are critical to small business ecosystems, either on their own or in partnership with local nonprofits. These programs have had incredible success across the country, including the commercial rent relief program in a neighboring city to help impacted small businesses catch up on rent payments missed due to the economic crisis. Technical assistance (TA) providers are also critical to small business ecosystems. They provide essential education, resources and knowledge about business plans, access to capital opportunities and business growth. Many TA providers are a stretched thin; they need greater funding to expand their capacity to better meet the demand for help among small businesses. Governments and municipalities could establish grant programs directed toward organizations providing this crucial assistance.

The City can invest in innovations in financial services and institutions to help small business owners. For example, revolving loan funds are a powerful tool for state and local governments to support small businesses in their region. Allocating federal aid to establish these funds and increase loan guarantees would support the small business ecosystem by ensuring greater access to capital. One example of how states can use these federal dollars is the California Rebuilding Fund. Local, public banks also play an important role in small business growth and development. Public banks are more willing to loan to smaller businesses and directly serve the communities they are a part of. They also help build community wealth and support small businesses by participating in loans to community-based organizations by local lenders. This is particularly important for rural cities and counties because they can originate loans when a local lender is not available. Public banks can also create special financial service products for

marginalized small businesses. States and localities should consider creating their own public banks to better serve their communities.

Small businesses have had to adapt quickly because of the pandemic, but they continue to struggle to meet state licensing and permit costs. This hinders their ability to contribute to their local economies and workforce and it restricts their cash flow during a difficult time. State governments should consider easing barriers and costs associated with licensing requirements so that entrepreneurs are encouraged to start or grow a business while maintaining consumer safety.

For these reasons, Small Business Majority urges the City to make strategic investments with the American Rescue Plan Act (ARPA) funds still available to make a transformative impact on the long-term sustainability of the small business ecosystem in Richmond.

Sincerely,

A handwritten signature in black ink, appearing to read "Bianca Blomquist". The signature is fluid and cursive, with a long horizontal stroke at the end.

Bianca Blomquist  
California Policy Director  
Small Business Majority

**From:** [Cian Mitsunaga](#)  
**To:** [City Clerk Dept User](#)  
**Subject:** Submission for Public Comment for Richmond City Council Meeting  
**Date:** Saturday, June 24, 2023 11:09:28 PM

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Dear Mayor and Councilmembers,

I am writing on behalf of Schoolab, a global innovation company with activities in the US, Europe and Asia. We recently submitted a proposal to the federal government to request funding for a community-driven incubator and accelerator program to be launched in key cities in the Bay Area. Richmond was one of the cities we included in our proposal thanks to our partnership with CoBiz and the South East Sector Community Development Corporation. We are looking to invest our resources into Richmond, as we see a possibility to further innovation capabilities by harnessing and nurturing a yet untapped community potential.

For this specific project we mentioned, our aim is to support entrepreneurs from disenfranchised communities and to further spur economic development in their communities. We bring global best practices on startup incubation and acceleration (having accelerated 700+ startups) along with our digital platform (with 10,000+ members) that allows for scaling and collecting valuable metrics. We are partnering with local community organizations that bring their cultural competence to effectively engage and support the demographic we are seeking to impact.

Wesley Alexander, CEO of CoBiz, informed us of the meeting you are holding to discuss the process for distributing the ARPA funds in your city. He shared with us the framework for decision-making that he proposed to you. He also shared with us the critical support this funding can provide to various businesses in Richmond, including for a business ecosystem such as CoBiz. We are writing to voice our support.

We thank you for your consideration and are looking forward to more activities in your City soon!

--

**Cian Mitsunaga**

COO

+1 (415) 209-5234



[Schoolab](#) is part of [SL Group](#) with [RaiseLab](#) & [MoHo](#)



**From:** [Cordell Hindler](#)  
**To:** [City Clerk Dept User](#)  
**Subject:** Public Comments-Open Forum  
**Date:** Friday, June 23, 2023 3:06:17 PM

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Hello Mayor Martinez, Council Members and Staff,

I AM Submitting the Following Comments for the Record.

1. For the September 26th Agenda, The Council Should Invite Danny Wan or Representative to Schedule a Presentation on the Port of Oakland.
2. Also to Direct Staff to Connect with UC Berkeley Chancellor to Identify a Date and Location in the Spring for a Joint Meeting in the Spring of the Richmond City Council and the UC Berkeley Staff to hear Updates and explore Solutions.

Sincerely  
Cordell

**From:** [Elea Carey](#)  
**To:** [City Clerk Dept User](#)  
**Subject:** Public Comment Agenda Item #2 - REGULAR MEETING OF THE RICHMOND CITY COUNCIL  
**Date:** Monday, June 26, 2023 8:19:15 AM

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Hi, Eduardo and council members.

I am writing to request that you immediately implement an equitable and transparent process for businesses, non-profits and other community-based organizations (CBOs) to apply for the millions of dollars in ARPA funding that the City received from the Federal Government in 2021.

Eleanor Carey

**From:** [Hope Henson-Lehman](#)  
**To:** [City Clerk Dept User](#)  
**Subject:** Public Comment Agenda Item #2 - REGULAR MEETING OF THE RICHMOND CITY COUNCIL 6/27/23  
**Date:** Monday, June 26, 2023 2:46:09 PM

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Greetings Mayor and Councilmembers,

I would like to take a moment to publicly comment by email on Agenda Item #2 for the Regular Meeting of the Richmond City Council tomorrow on June 27th at 4pm.

As a small business owner in Richmond, CA and member of CoBiz (a transformative space of business incubation for Richmond entrepreneurs), I am requesting urgent action in service to supporting struggling local small businesses. Many local businesses in the area (especially Black and Brown businesses) have not recovered in this new COVID-19 world we are operating within and are in danger of closing, further suppressing the local economy. One powerful way the Mayor and Councilmembers can support small businesses is by moving capital to these businesses and the ecosystem that supports them in the form of grants via the American Rescue Plan Act (ARPA) funds provided to the City of Richmond. I ask that a transparent easful process be developed for small businesses, community based organizations (CBOs), and nonprofit organizations (that directly or indirectly impact economic vitality and small businesses) to apply for funds that they can access expediently within 1 - 3 months from approval. In solidarity with CoBiz, I am proposing a simple application process for Richmond businesses and CBOs to apply for ARPA funding below.

In closing, I would like to note that nationally and locally we are experiencing an extinction of Black and Brown businesses that is devastating our communities, families, and economy. It is our duty and responsibility, as a Richmond community, to leverage the resources we have access to in service to long-term economic sustainability. And small businesses are the engine and lifeblood of the local Richmond economy. Please take action now.

## **PROPOSAL**

### **High-Level Summary**

Covid along with inflation has adversely impacted the runway for small businesses and CBOs here in Richmond that have survived the pandemic, especially Black and Brown enterprises. There is a need for the City to prioritize supporting the current businesses and CBOs who navigated the pandemic and now need assistance to maintain their enterprises, especially Black and Brown enterprises. ARPA funds are a great resource for providing a life-line to small businesses and CBOs as evident in other cities such as Minneapolis, Alexandria, Anchorage, Pittsburg, Seattle, Phoenix, Buffalo, Hinesville (GA), Madison (WI).

## **Eligible ARPA Funding Buckets for Small Businesses**

At the time of the Richmond Economic Development Working Group (EDWG) ARPA Community Needs Assessment, many stakeholders involved were unaware of the diversity of ways the City could use ARPA to support the needs of small businesses, especially [as identified by the National League of Cities](#). The buckets are:

1. provide direct financial assistance relief to small businesses in the form of grants for things such as rent, utilities, personnel, permits, or income loss,
2. patronize small businesses for their goods and services,
3. fund organizations that serve and support entrepreneurs, small businesses, and CBOs such as Richmond Main Street, CoBiz Richmond, Cooperation Richmond, etc,
4. build and support infrastructure that help small businesses secure access to space and resources needed to operate.

## **Proposed Process To Apply: Simple and Clean**

Moving forward, I would encourage that the City allocate \$4M of ARPA to economic recovery for small businesses and CBOs that survived the pandemic via a simple one-time application that addresses the following:

- Did your business exist prior to Dec 31, 2020?
- Is your business still in operations?
- Was your business operating during the pandemic (March 2020 - December 2022)?
- How many employees do you have now, if any?
- How many employees did you have prior to the pandemic, if any?
- Which pillars are you seeking immediate relief for? (choose up two from the 4 options above)
- Describe how ARPA funds will help you maintain your business or organization as a resource to the community? (Less than 200 words)
- What is the impact to the City and community if your business closes? (Less than 200 words)
- What are your monthly operating expenses?
- What amount are you asking for?

**How?** Create a Google form or typeform. Would take approximately 20-30 minutes to create the application with the question outlined.

## **Disbursement Amount**

- \$10,000 to \$500K depending on the impact and contributions of the organization to the small business ecosystem and vitality of the region.
- CBOs/non-profits that directly or indirectly impact economic vitality and small businesses should also be allowed to apply for ARPA funds because their services help the City create a welcoming environment for small businesses to thrive, they hire employees, and they patronize the establishments/services of Richmond small businesses.

## **Urgency**

Businesses and CBOs that were staples to their communities are closing across the Bay as they navigate the challenges of higher operating costs, unreliable personnel, and shrinking discretionary spending budgets by consumers. Many of those businesses did not know that

ARPA funds were a vehicle for life-support. Plus, we already know that many Black and Brown enterprises were forced to close due to the pandemic and that the majority of Black and Brown enterprises did not receive relief fundings; thus, adversely impacting their runway. The City on its own can provide the first local relief program for small businesses and CBOs in Richmond. Such programs could benefit organizations such as NIAD, Way2Love, Left Side Printing, Brothers of International Faith, Cherry's Eye, and many others that served the community during the pandemic and post-pandemic

I recognize that you and your staff are very busy, therefore, I thank you in advance for your time and consideration on behalf of small businesses and CBOs here in Richmond.

-----

In Community,  
Hope Henson-Lehman



A Black Women Entrepreneur Community that Vibrates Higher, Together.

**JOIN THE COMMUNITY • SHOP THE MARKET • CONNECT ON IG**

**From:** [Lamarla Stevens](#)  
**To:** [City Clerk Dept User](#)  
**Subject:** Public Comment Agenda Item #2 - REGULAR MEETING OF THE RICHMOND CITY COUNCIL  
**Date:** Tuesday, June 27, 2023 1:03:06 PM

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As a Richmond Resident that works with numerous nonprofits and businesses in Richmond. I think it is important to invest in the organizations that continually every day invest into our community. Also being from a family that has been in Richmond for five generations we have seen communities change and nonprofits as well as businesses come and go.

What has remained the same is the PRIDE that we all have in being from this city. I urge the city council to consider the PURPOSE of the ARPA Funds and how the funds can be invested into nonprofits and businesses that impact the residents for generations to come.

**From:** [Ronnie Mills](#)  
**To:** [City Clerk Dept User](#)  
**Subject:** Public Comments – Open Forum  
**Date:** Tuesday, June 27, 2023 10:45:05 AM

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My name is Ronnie Mills, and I am the Project Manager of Richmond Main Street.

I am writing to you to stress the vital importance of ARPA funding for our Downtown Richmond small businesses.

These businesses are the heartbeat of our community, representing dreams, diversity, and local pride. However, they have encountered significant barriers in accessing relief funds, with limited local options available.

These businesses are not just faceless entities; they are the dreams and aspirations of hardworking individuals and families. They represent the diversity and entrepreneurial spirit that makes our city unique. Many of them are small, family-run establishments owned by BIPOC individuals, providing employment opportunities for our very own Richmond residents.

Our team, along with other local organizations, have passionately advocated for ARPA funds to support community-based organizations dedicated to preserving and creating small businesses. We have also submitted detailed recommendations to City staff, outlining programs to directly aid our Downtown businesses.

Unfortunately, concerns have arisen about the fairness of the decision-making process. Some community-based organizations approached council members directly for funding, bypassing established channels. This undermines trust in our community-based process.

I kindly request clarification on the decision-making process to ensure transparency and equal opportunities for all deserving organizations. Investing in Downtown Richmond's small businesses through ARPA funding not only boosts our economy but also nurtures a thriving community that celebrates entrepreneurship and supports all Richmond residents.

Let us prioritize the allocation of ARPA funds to help fortify our Downtown Richmond small businesses. Together, we can create a vibrant future for all members of our community.

Thank you for your attention.

Best,

Ronnie Mills  
Project Manager

**Richmond Main Street Initiative**

PO Box 1414, Richmond, CA 94802

*Revitalizing Historic Downtown Richmond*

P: (510) 236-4049 | F: (510) 236-4052

[www.richmondmainstreet.org](http://www.richmondmainstreet.org)

**From:** [Tuliisa M](#)  
**To:** [City Clerk Dept User](#)  
**Subject:** Public Comment Agenda Item #2 - REGULAR MEETING OF THE RICHMOND CITY COUNCIL  
**Date:** Tuesday, June 27, 2023 11:37:36 AM

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To Whom It May Concern:

I would like to note as a business owner here in Richmond,CA and as a member of CoBiz, it is imperative and urgent that the City immediately establish a process for businesses and non-profits to secure funding from the ARPA fund.

This is to ensure the businesses and non-profits that survived the pandemic and served this community via employment, products and services are stabilized and supported so they can continue to employ and offer their products and services to this community.

I believe Wesley Alexander has laid out a process that can be immediately implemented to serve this community. As it is easy and accessible and truly demand that the Council take immediately action.

Thank you and best regards,  
TuLiisa M.

Managing Director | KBeverages LLC  
Contact: 510-730-1566  
[www.kbeverages.com](http://www.kbeverages.com)  
Email: k\_beverages@hotmail.com



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Meeting Date	Agenda Item	Name	Email	Comment	Position	Status
<b>City Council</b>						
6/27/2023 4:00 PM	PUBLIC COMMENT BEFORE CLOSED SESSION	Katrinka P Ruk	kpruk@sbcglobal.net	On behalf of the Council of Business & Industries, we support the efforts of Richmond's CO-BIZ to prompt the City Council and Mayor to immediately implement an equitable and transparent process for businesses, non-profits and other community-based organizations (CBOs) to apply for the millions of dollars in ARPA funding that the City received from the Federal Government in 2021. Your attention to this matter is appreciated.	For	Appro
6/27/2023 4:00 PM	Recognize the Organizers of the Cinco de Mayo Parade and Festival	Katrinka P Ruk	kpruk@sbcglobal.net	Thank you for recognizing the efforts of the 23rd St. Merchants, Gonzalo Ochoa,	For	Appro

the business and  
community for  
another successful  
Cinco de Mayo  
celebration.

