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# Agenda

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**PLEASE NOTE: HYBRID MEETING FORMAT**

**AMENDED AGENDA(s)**

- REGULAR MEETING OF THE RICHMOND HOUSING AUTHORITY
- REGULAR MEETING OF THE RICHMOND CITY COUNCIL

Tuesday, November 7, 2023, 4:30 p.m.

Community Services Building

440 Civic Center Plaza

Richmond, CA 94804

**Members:**

**Eduardo Martinez, Mayor at Large**

**Melvin Willis, Councilmember District 1**

**Cesar Zepeda, Councilmember District 2**

**Doria Robinson, Councilmember District 3**

**Soheila Bana, Councilmember District 4**

**Gayle McLaughlin, Vice Mayor, District 5**

**Claudia Jimenez, Councilmember District 6**

**Jaycine Scott, Housing Authority Tenant Commissioner**

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Any member of the City Council who would like to remove an item from the consent calendar must notify the appropriate staff person and the City Clerk's Office prior to the meeting. Although members of the City Council are encouraged to ask questions and share concerns with staff ahead of the meeting, they are not required to do so.

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**Pages**

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

4:30 p.m.

**B. ROLL CALL**

**C. CLOSED SESSION**

**C.1 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.2 CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (paragraph (1) of Subdivision [d] of Government Code Section 54956.9)**

- Sotelo v. City of Richmond

**C.3 CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION (Significant exposure to litigation pursuant to paragraph (2) or (3) of Subdivision (d) [as applicable] of Government Code Section 54956.9)**

- Two cases

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

- Two Cases

**D. PUBLIC COMMENT BEFORE CLOSED SESSION (limited to items on the Closed Session agenda only)**

**E. ADJOURN TO CLOSED SESSION**

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**F. REGULAR MEETING OF THE RICHMOND HOUSING AUTHORITY**

6:25 p.m.

**G. PLEDGE OF ALLEGIANCE**

**H. ROLL CALL**

**I. STATEMENT OF CONFLICT OF INTEREST**

**J. REPORT FROM THE EXECUTIVE DIRECTOR**

**K. AGENDA REVIEW**

**L. HOUSING AUTHORITY OPEN FORUM**

**M. HOUSING AUTHORITY CONSENT CALENDAR**

- M.1 Contract Assignment from David Paul Rosen & Associates (DRA) to NELB Consultants, LLC (NELB) 16**

ADOPT a resolution assigning the David Paul Rosen & Associates (DRA) contract to NELB Consultants LLC, for an estimated contract reassignment amount of \$170,918.42, with a term ending June 30, 2025 – Richmond Housing Authority (Gabino Arredondo 620-6606).

- M.2 Housing Authority Meeting Minutes 123**

APPROVE the minutes of the September 12, 2023, regular meeting of the Richmond Housing Authority - City Clerk's Office (Pamela Christian 510-620-6513).

- M.3 Richmond Housing Authority (RHA) Cost Allocation Plan Approval 125**

ADOPT a resolution approving the Title 2 Code of Federal Regulations 200 Compliant Version Cost Allocation Plan to be implemented for Richmond Housing Authority (RHA) Budgeting (Fiscal Year 2023-2024) – Richmond Housing Authority/Finance Department (Gabino Arredondo 510-620-6606/Rita Martinez 510-621-1546).

**N. ADJOURNMENT**

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O. REGULAR MEETING OF THE RICHMOND CITY COUNCIL

6:30 p.m.

P. ROLL CALL

Q. STATEMENT OF CONFLICT OF INTEREST

R. AGENDA REVIEW

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

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

T.1 NEW EMPLOYEE REPORT - 1st Tuesday

U. 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)

V. 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)

W. CITY COUNCIL CONSENT CALENDAR

(All items placed under the Consent Calendar are considered to be routine and noncontroversial. These items will be enacted upon together with a motion and second, without discussion, of any member of the City Council, and each item shall be deemed to have received the action recommended.)

W.1 City Attorney's Office

W.1.a Settling Guidiville Rancheria of California, et al v. United States of America, et al.

380

APPROVE the proposed settlement agreement in *Guidiville Rancheria of California, et al. v. United States of America, et al.* for a total settlement amount of \$75,000 – City Attorney's Office (Dave Aleshire 510-620-6509).

W.2 City Clerk's Office

W.2.a City Council Meeting Minutes

387

APPROVE the minutes of the regular September 19, September 26, and special September 27, 2023, City Council meetings - City Clerk's Office (Pamela Christian 510-620-6513).

<b>W.3</b>	<b>City Council</b>	
<b>W.3.a</b>	<b>Accept \$75,000 contribution from Prologis for LifeLong Medical Care's Health Ambassador Program.</b>	<b>407</b>
	ACCEPT and APPROPRIATE a \$75,000 grant from Prologis to the City of Richmond for unhoused services and DIRECT staff to apply this funding to LifeLong Medical Center to aid in funding Health Ambassadors which will provide Client Care Liaison Services for Richmond's unhoused population - Vice Mayor Gayle McLaughlin (510-620-6636).	
<b>W.3.b</b>	<b>Wildfire Prevention Memorandum of Understanding (MOU) and Richmond Resolution</b>	<b>410</b>
	ADOPT a resolution authorizing the City of Richmond to enter into a Memorandum of Understanding (MOU) among jurisdictions in the East Bay Hills to form a wildfire coordinating group to improve regionwide collaboration on wildfire mitigation activities and reduce wildfire risk throughout the East Bay Hills; in addition, ADOPT a resolution on an Overall Wildfire Risk Reduction and Response Policy to be presented to the regional group once convened - Vice Mayor McLaughlin (510-620-6636).	
<b>W.4</b>	<b>City Manager's Office</b>	
<b>W.4.a</b>	<b>First Contract Amendment with The Gardner Group, LLC</b>	<b>428</b>
	Approve a first amendment to the contract with The Gardner Group, LLC, in the amount of \$90,000, to continue to provide management consulting services on an as-needed basis, for a new total contract amount not to exceed \$100,000, and extending the contract term to December 31, 2024 – City Manager's Office/Finance Department (Shasa Curl/Nickie Mastay/LaShonda White/Andrea Miller 510-620-6512).	
<b>W.4.b</b>	<b>City Council Environmental Community Investment Agreement (ECIA) Ad Hoc Committee's Fiscal Year 2023-24 Category 3 ECIA Grant Award Recommendations (\$50,000)</b>	<b>449</b>
	APPROVE a recommendation from the City Council ECIA Grant Review Ad Hoc Committee to award \$50,000 in Fiscal Year 2023-24 Environmental Community Investment Agreement (ECIA) Grant funds (Category 3 - City Council Approved Award) to eight Richmond-serving non-profit organizations; ADOPT a resolution; and AUTHORIZE the city manager to negotiate and execute Grant Service Agreements with approved grantees – City Manager's Office (LaShonda White 510-620-6512/Patrick Seals 510-307-8016).	

<b>W.5</b>	<b>Community Development</b>	
<b>W.5.a</b>	<b>Contract with Hatchuel Tabernik and Associates to provide Program Evaluation Services</b>	<b>460</b>
	APPROVE a contract with Hatchuel Tabernik and Associates (HTA) in the amount of \$40,000, to provide evaluation services for the City’s Encampment Resolution Funding Round 1 project, for a term from November 7, 2023, through December 31, 2025, with an option to increase the contract by an additional \$40,000 upon evaluation of year 1 work and outcomes – Community Development Department (Lina Velasco/Jesus Morales 510-620-6649).	
<b>W.6</b>	<b>Economic Development</b>	
<b>W.6.a</b>	<b>Report on the Port of Richmond Operations</b>	<b>530</b>
	RECEIVE a written report on the Port of Richmond’s operations, facilities, and economic opportunities – Economic Development Department (Nannette Beacham/Lizeht Zepeda 510-620-6653).	
<b>W.6.b</b>	<b>Amend the Port of Richmond Federal Maritime Commission (FMC) Tariff No.3</b>	<b>598</b>
	ADOPT a resolution to amend the Port of Richmond FMC Tariff No. 3 reflecting a six and two-tenths percent (6.2%) general rate increase (GRI) to the Port of Richmond Federal Maritime Commission (FMC) Tariff No. 3 and an annual Consumer Price Index (CPI) rate adjustment as approved by the Executive Committee of the California Association of Port Authorities (CAPA) – Economic Development Department (Lizeht Zepeda 510-620-6653).	
<b>W.7</b>	<b>Finance Department</b>	
<b>W.7.a</b>	<b>Second Contract Amendment with Badawi and Associates for Audit Services</b>	<b>680</b>
	APPROVE a second contract amendment with Badawi and Associates in the amount of \$18,000, for a new total amount not to exceed \$1,548,370, to provide an audit of the City’s California Violence Intervention and Prevention Grant Program, for the period from October 1, 2020, to June 30, 2023 – Finance Department/Office of Neighborhood Safety (Andrea Miller/Mubeen Qader/Sam Vaughn/Jerry Chak 510-620-6569).	
<b>W.7.b</b>	<b>Approval of Liens and Special Assessments for Unpaid Garbage Collection Service Fees Due to Republic Services</b>	<b>793</b>
	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).	

<b>W.7.c</b>	<b>Resolution Approving an Additional Three Percent Annual Cost of Living Increase for Recipients of the General Pension Fund for 2024</b>	896
	ADOPT a resolution approving a three percent annual cost of living increase, in addition to the two percent minimum cost of living increase, for the recipients of the General Pension Fund, for a total annual cost of living increase of five percent for these recipients – Finance Department (Andrea Miller 510-620-6740).	
<b>W.8</b>	<b>Human Resources</b>	
<b>W.8.a</b>	<b>Contract with Restoration Family Counseling Center to Provide Services to Sworn Fire Personnel</b>	900
	APPROVE a three-year contract with Restoration Family Counseling Center (RFCC), in an amount not to exceed \$133,000, with a term from October 24, 2023, through October 24, 2026, to provide mental health services for Sworn Fire Personnel – Human Resources Department (Nickie Mastay/Sharrone Taylor/Amy Aaronson/Aaron Osorio 510-620-6602).	
<b>W.8.b</b>	<b>Resolution Approving a Side Letter to the Memorandum of Understanding with Fire Unions</b>	931
	ADOPT a resolution approving a side letter to the Memorandum of Understanding between the City of Richmond and the International Association of Firefighters Local 188, regarding eligibility for overtime assignments – Human Resources Department (Interim Chief Aaron Osorio/Nickie Mastay/Sharrone Taylor 510-620-6602).	
<b>W.9</b>	<b>Information Technology</b>	
<b>W.9.a</b>	<b>Sole-Source Agreement with ParcelQuest for Land-Based Property Data Subscription and Online Licenses</b>	940
	APPROVE a sole-source agreement in the amount of \$50,000 with ParcelQuest for an annual property data subscription and online license use, with a term from October 1, 2023, through September 30, 2024 – Information Technology Department (Sue Hartman 510-620-6874).	
<b>W.10</b>	<b>Library and Community Services</b>	
<b>W.10.a</b>	<b>Approve contracts with the Roots of Success of America and Richmond Community Foundation</b>	976
	APPROVE contracts with (1) Roots of Success in the amount of \$180,000, and (2) Richmond Community Foundation in the amount of \$150,000, to provide workforce training and employment services for up to 20 youth each, for a term commencing October 18, 2023, and ending December 30, 2024 – Community Services Department (LaShonda White 510-620-6828/Tamara Walker 510-307-8006).	

<b>W.10.b</b>	<b>First Contract Amendment with Rubicon Programs to Provide Workforce Training and Employment Ppportunities Funded Under the California for All Youth Grant</b>	1055
	APPROVE a first amendment to the contract with Rubicon Programs, to increase the contract limit by \$95,323, for a total amount not to exceed \$190,646, to be the service provider for the Beautify Richmond program, with a contract term through March 31, 2024 – Community Services Department (LaShonda White 510-620-6828/Tamara Walker 510-307-8006).	
<b>W.10.c</b>	<b>Amendment to the Interagency Agreement between the City of Richmond and Contra Costa County for the Joint Administration of the North Richmond Mitigation Funding</b>	1099
	APPROVE an amendment to the Interagency Agreement between the County of Contra Costa (County) and the City of Richmond (City), effective September 19, 2023, to increase the payment limit by \$360,000, for a new payment limit of \$835,000, and extend the term from September 30, 2023, to September 30, 2026, to facilitate the City’s continued use of the North Richmond Mitigation Fee (NRMF) funding, and to co-staff the NRMF Committee and implement services and programs authorized in the City/County-approved expenditure plans; and AUTHORIZE the city manager or their designee to execute the amendment to the Interagency Agreement between the County and City – Community Services Department (LaShonda White 510-620-6828/Lori Reese-Brown 510-620-6869).	
<b>W.11</b>	<b>Mayor's Office</b>	
<b>W.11.a</b>	<b>Proclamation Declaring October 21, 2023, as Arbor Day in Richmond</b>	1176
	PROCLAMATION recognizing October 21, 2023, as Arbor Day in Richmond - Mayor’s Office (Mayor Eduardo Martinez 510-620-6503).	
<b>W.11.b</b>	<b>Planning Commission Appointment</b>	1179
	APPOINT Aaron He to the Richmond Planning Commission, term expires, June 30, 2025 – Mayor’s Office (Mayor Eduardo Martinez 510-620-6503).	
<b>W.11.c</b>	<b>Proclamation Declaring November 2023 as Native American Heritage Month in the City of Richmond and acknowledging the contributions of Native Americans in our Community</b>	1181
	PROCLAMATION declaring November 2023 as Native American Heritage Month in the City of Richmond – Mayor’s Office (Mayor Eduardo Martinez 510-620-6503)	

<b>W.12</b>	<b>Police Department</b>	
<b>W.12.a</b>	<b>Blanket Purchase Orders for Ongoing Police Ammunition Purchases</b>	1184
	APPROVE and AUTHORIZE the Police Department to create blanket purchase orders for required training and duty ammunition purchases of up to \$50,000 per vendor, for the remainder of Fiscal Year 2023-2024 and Fiscal Year 2024-2025. The four vendors are Dooley, LC Action, San Diego Police Supply, and Ammo Incorporated – Police Department (Chief Bisa French 510-621-1802).	
<b>W.12.b</b>	<b>Proposed Contract with Donnoe and Associates to Administer the Promotional Exam for Police Sergeant, Lieutenant, and Captain</b>	1191
	APPROVE a contract with Donnoe & Associates, Inc., in a total amount not to exceed \$38,500, for Police Staff promotional exam creation, administration, and ranking, for the period November 8, 2023, through November 7, 2024 – Police Department (Chief Bisa French 510-621-1802).	
<b>W.12.c</b>	<b>Proposed Contracts with Get Polygraphed, Inc. and Shannon Layer Polygraph for Preemployment Polygraph Services</b>	1258
	APPROVE two contracts with (1) Get Polygraphed, Inc. for a payment limit not to exceed \$50,000, and (2) Shannon Layer Polygraph for a payment limit not to exceed \$50,000, each for a three-year term beginning November 8, 2023, and ending November 7, 2026, to provide pre-employment polygraph services for sworn and non-sworn Police Department applicants, for a total program cost not to exceed \$100,000, with an option for a two-year mutually agreed upon contract extension of \$30,000 per vendor – Police Department (Chief Bisa French 510-621-1802).	
<b>W.12.d</b>	<b>Executive Management Training Course Held in Boston, Massachusetts for Assistant Chief Timothy Simmons.</b>	1323
	ACCEPT and APPROVE the course registration amount not to exceed \$11,400, and the out-of-state travel form, for the Senior Management Institute for Police (SMIP) program at Boston University School of Law for Assistant Chief Simmons to attend from June 3, 2024, through June 21, 2024 – Police Department (Chief Bisa French 510-621-1802).	
<b>W.12.e</b>	<b>First Contract Amendment with Flock Group, Inc. to Add Additional Cameras Throughout the City</b>	1331
	APPROVE a first contract amendment with Flock Group, Inc. in the amount of \$748,500, including a \$13,000 contingency, for a new total contract amount not to exceed \$998,100, for additional cameras to be installed and replaced throughout the City, for the term ending February 28, 2026 – Police Department (Chief Bisa French 510-621-1802).	

W.12.f	<b>18-Month Plan to Eliminate Mandatory Overtime within the Richmond Police Department</b>	1391
	RECEIVE a written report which outlines the Richmond Police Department’s strategy to eliminate the need for mandatory patrol overtime signups within the next 18 months – Police Department (Chief Bisa French 510-621-1802). <b>This item was continued from the October 3, 2023, meeting.</b>	
W.12.g	<b>Crime Report from Police Chief</b>	1402
	Receive a written crime report from the Police Chief - Police Department (Chief Bisa French 510-621-1802). <b>This item was continued from the October 24, 2023, meeting.</b>	
W.13	<b>Public Works</b>	
W.13.a	<b>Proposed Restated Agreement and Amendment to the West County Agency Joint Powers Agreement between the City of Richmond and the West County Wastewater District</b>	1404
	ADOPT a resolution approving the Amended and Restated Joint Powers Agreement of the West County Agency between the City of Richmond and the West County Wastewater District – Public Works Department (Daniel Chavarria 510-620-5478/Mary Phelps 510-621-1269).	
W.13.b	<b>Resolution Designating Officials Authorized to Apply and Sign for Federal and State Post Disaster Financial Assistance</b>	1500
	ADOPT a resolution designating and authorizing the City Manager, Director of Finance, Director of Public Works, and City Engineer as officials who may apply for federal and state post disaster financial assistance under the California Disaster Assistance Act – Public Works Department (Daniel Chavarria 510-620-5478/Robert Armijo 510-620-5477).	
W.13.c	<b>Transportation Development Act (TDA) Grant Contract with SOS! Richmond for the Richmond Ferry to Bridge Bicycle &amp; Pedestrian Network Improvements Projects</b>	1508
	APPROVE a contract with SOS! Richmond, in the amount of \$30,000, to provide maintenance for the Richmond Greenway through June 30, 2024, and comply with requirements under the Transportation Development Act (TDA) Grant issued to the City of Richmond for Bicycle & Pedestrian Improvements – Public Works Department (Robert Armijo 510-620-5477/Josef Munoz 510-620-6671).	

**W.13.d Housing Resolution for Compliance with One Bay Area Grant (OBAG) Funding Requirements 1590**

ADOPT a resolution wherein the City agrees to continue complying with various state housing laws as a condition of receiving its One Bay Area Grants (OBAG) 3 funding awards for the Bayview to BART and McBryde Ave Safe-Routes-to-Parks projects – Public Works Department (Robert Armijo 510-620-5478/Josef Munoz 510-620-6671/Lina Velasco 510-620-6841).

**W.13.e As-Needed Landscape Architectural Design Services for Various City of Richmond Projects 1609**

ADOPT a resolution authorizing service contracts with seven architectural design firms for as-needed landscape architectural services, in an amount not to exceed \$500,000 per firm, over a three-year period from December 1, 2023, through December 31, 2026, with two one-year extension options, for a total amount not to exceed \$300,000 per firm for the total extension period - Public Works Department (Robert Armijo 510-620-5477/Josef Munoz 510-620-6671).

**X. BUDGET SESSION**

**X.1 FY 2022-23 Q4 Financial Report and Administrative Budget Adjustments 1872**

RECEIVE the Fiscal Year 2022-23 Quarter 4 (Q4) report for the period of July 1, 2022, through June 30, 2023; APPROVE proposed administrative year-end budget adjustments; and PROVIDE DIRECTION to staff regarding Estimated Unspent Funds - Finance Department (Andrea Miller 510-620-6790/Mubeen Qader 510-412-2077). **This item was continued from the October 24, 2023, meeting.**

**Y. PUBLIC HEARINGS**

**Y.1 Cannabis Ordinance Amendments 1912**

HOLD a Public Hearing; and INTRODUCE (first reading) an ordinance making certain amendments to Richmond Municipal Code (RMC) Section 15.04.610.270 Marijuana/Cannabis Commercial Uses, that includes, but is not limited to, increasing the number of storefront retail permits and adding new non-storefront retail (delivery only) permits, with a certain amount of the new retailer licenses to be reserved for equity applicants – Community Development Department (Lina Velasco 510-620-6841).

**Z. NEW BUSINESS**

**Z.1 Status of Pacific Gas & Electric Projects in Richmond 1990**

RECEIVE a presentation from Pacific Gas & Electric on projects in Richmond - Mayor Eduardo Martinez (510-620-6503) and Councilmember Claudia Jimenez (510-620-6565).

**Z.2 Itemize Budget for Public Emergency Preparedness for Public Disasters-  
Earthquake and Wildfire**

2018

RECEIVE a presentation from Councilmember Bana; and PROVIDE DIRECTION to City staff to develop a funding plan of \$1.09 million for wildfire and earthquake safety in November 2023, and return with an additional proposal for appropriations during Mid-Year Fiscal Year 2023-24 – Councilmembers Soheila Bana (510-779-7280) and Cesar Zepeda (510-620-6593). **This item was continued from the October 24, 2023, meeting.**

**AA. ADJOURNMENT**

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