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# Agenda

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**PLEASE NOTE: HYBRID MEETING FORMAT**

**AGENDA(s):**

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

Tuesday, February 6, 2024, 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, Councilmember District 5**

**Claudia Jimenez, Vice Mayor, District 6**

**Jaycine Scott, Housing Authority Tenant Commissioner**

**NOTICE: MASKS ARE STRONGLY ENCOURAGED!!**

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

**HOW TO SUBMIT PUBLIC COMMENTS:**

**In Person:** Anyone who desires to address the City Council on items appearing on the agenda, *including Open Forum*, 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. **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.**

**Via Zoom:** Anyone who desires to address the City Council on items appearing on the agenda, *including Open Forum*, must raise their hand once public comment is open. **The public speakers attending in person will be called first, followed by Zoom participants. Only those public speakers that have their hand raised once the speakers are called will be recognized.**

Open Session and City Council: **Please click the link below to join the webinar:**  
<https://zoom.us/j/99312205643?pwd=MDdqNnRmS2k4ZkRTOWhiUldQOUF1Zz09>

**Passcode: ccmeeting**

**By iPhone one-tap:** US: +16699006833,,99312205643# or +13462487799,,99312205643#

**By Telephone:** Dial (for higher quality, dial a number based on your current location): US: +1 669 900 6833 or +1 346 248 7799 or +1 253 215 8782 or +1 312 626 6799 or +1 929 205 6099 or +1 301 715 8592

**Webinar ID: 993 1220 5643**

International numbers available: <https://zoom.us/u/aehrwCglSx>

**To comment by video conference:** click on the Participants button at the bottom of your screen and select the “Raise Your Hand” button to request to speak when Public Comment is being asked for. **When called upon, press the unmute button. After the allotted time, you will then be re-muted. \*\***

**To comment by phone:** you will be prompted to “Raise Your Hand” by pressing “\*9” to request to speak when Public Comment is asked for. **When called upon, you will be asked to unmuted by pressing \*6.** After the allotted time, you will then be re-muted. Instructions of how to raise your hand by phone are available at:

<https://support.zoom.us/hc/en-us/articles/201362663 -Joining-a-meeting-by-phone.> \*\*

\*\*The mayor will announce the agenda item number and open public comment when appropriate.

**Via mail:** received by 1:00 p.m. the day of the meeting, sent to 450 Civic Center Plaza, 3rd Floor, Office of the Clerk, Richmond, CA 94804.

**Via eComments:** eComments are available once an agenda is published. Locate the meeting in "upcoming meetings" and click the comment bubble icon. Click on the item you wish to comment on. eComments can be submitted when the agenda is published and until the conclusion of public comments for the agenda item. Email your comment to [cityclerkdept@ci.richmond.ca.us](mailto:cityclerkdept@ci.richmond.ca.us) should you have difficulty submitting an eComment during a meeting.

**Via email:** to [cityclerkdept@ci.richmond.ca.us](mailto:cityclerkdept@ci.richmond.ca.us) by 1:00 p.m. the day of the meeting. Emails **MUST** contain in the subject line 1) public comments – Open Session prior to Closed Session; 2) public comments – Open Forum; or 3) public comments agenda item # \_\_\_ [include the agenda item number].

Properly labeled public comments will be considered a public record, put into the official meeting record, available after the meeting as supplemental materials, and will be posted as an attachment to the meeting minutes when the minutes are posted: <http://www.ci.richmond.ca.us/Archive.aspx?AMID=31>

***The City cannot guarantee that its network and/or the site will be uninterrupted. To ensure that the City Council receives your comments, you are strongly encouraged to submit your comments in writing in advance of the meeting.***

**Procedures for Removing Items from the Consent Calendar:** Members of the public who request to remove an item from the consent calendar must first discuss the item with a staff member by phone or a back-and-forth email discussion, and state the name of the staff member when requesting removal of the item from the consent calendar **(by 2 p.m. the day of the meeting)**.

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.

The Clerk's Office must be informed of any requests to remove items from the Consent Calendar. Items removed from the Consent Calendar shall be placed at the end of the agenda for consideration.

**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.

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**Unless otherwise noted in an agenda description, all actions taken by the Council include a determination that CEQA does not apply (i.e., the action is not a project and therefore exempt from CEQA).**

Disclaimer: The City Clerk's Office translates agendas to enhance public access. Translated agendas are provided as a courtesy and do not constitute legal notice of the meeting or items to be discussed. In case of discrepancy, the English agenda will prevail.

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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 LIABILITY CLAIMS (Government Code Section 54956.9)**

- Claimant: Janet Brandi-Routt  
Agency claimed against: City of Richmond

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

- Bryant v. City of Richmond, et al.,
- Martinez v. City of Richmond, et al.
- Winehaven v. City of Richmond
- Guidiville Rancheria of California, et al. v. United States of America, et al.
- North Coast Rivers Alliance et al./Point Molate Alliance et al. v. City of Richmond
- Hanlees Hilltop Buick et al. v. City of Richmond
- Riggers Loft Wine Company v. City of Richmond et al.

**C.3 PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957)**

- Title: City Attorney

**C.4 CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)**

- City Designated Representative: Heather McLaughlin  
Unrepresented employee: City Manager
- 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

- 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 Housing Authority Meeting Minutes

12

APPROVE the minutes of the November 7, 2023, regular meeting and the December 19, 2023, special meeting of the Richmond Housing Authority - City Clerk's Office (Pamela Christian 510-620-6513).

M.2 Express Professionals Contract Amendment #4

16

ADOPT a resolution authorizing a fourth contract amendment with Express Professionals for as-needed staffing services to support unit turnover activities at Nystrom Village in an amount of \$300,000, for a new total not to exceed amount of \$750,000 – Richmond Housing Authority (Gabino Arredondo 510-621-1300).

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. COMMENDATIONS, PRESENTATIONS, AND PROCLAMATIONS**

**V.1 Proclamation Honoring former Richmond Mayor Irma L. Anderson**

PROCLAMATION Honoring the life and legacy of former Richmond Mayor Irma L. Anderson - Mayor's Office (Mayor Eduardo Martinez 510-620-6503).

**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)

**X. 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.)

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

**X.1.a Legal Services Agreement with Bertrand Fox Elliot Osman & Wenzel**

78

APPROVE a legal services agreement (LSA) with Bertrand Fox Elliot Osman & Wenzel in the amount of \$100,000, for City Attorney services, with a term from February 6, 2024, to June 30, 2026 – City Attorney's Office (Dave Aleshire 510-620-6509).

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

**X.2.a City Council Meeting Minutes**

103

APPROVE the minutes of the December 19, 2023, and January 16, 2024, Regular City Council meetings - City Clerk's Office (Pamela Christian 510-620-6513).

<b>X.3</b>	<b>City Council</b>	<b>125</b>
<b>X.3.a</b>	<b>Supporting the right of members of the public to offer aid to animals in distress and opposing any legal penalties for such actions.</b>	<b>125</b>
	ADOPT a resolution that encourages the Sonoma District Attorney to dismiss such prosecution and exercise leniency, of non-violent activists who were investigating and attempting to expose the abuses of animals in commercial animal operations – Councilmember Soheila Bana (510-672-3490).	
<b>X.4</b>	<b>City Manager's Office</b>	<b>130</b>
<b>X.4.a</b>	<b>City of Richmond Hosted Celebration of Life Event for Former Mayor Irma Anderson in Conjunction with Black History Month</b>	<b>130</b>
	APPROVE the waiver of fees associated with the use of the Richmond Auditorium in the month of February 2024 to host a celebration honoring the life of Former Mayor Irma Anderson; AUTHORIZE City staff to support the planning and hosting of the historical acknowledgement; and APPROVE the use of City funds to support the public event during Black History Month, in an amount not to exceed approximately \$12,000 – City Manager’s Office (Shasa Curl 510-620-6512).	
<b>X.5</b>	<b>Community Development</b>	<b>135</b>
<b>X.5.a</b>	<b>Contract Amendment No. 1 with CSW/ST2 for Miraflores Project</b>	<b>135</b>
	APPROVE Contract Amendment No. 1 with CSW/ST2 to increase the contract by \$98,406, for a total not-to-exceed amount of \$315,729, for a term ending December 31, 2025, for professional design services for the interpretative signage at the Miraflores Sustainable Greenbelt, preparation of construction plans and bid documents for the rehabilitation of certain historic resources, and multi-year monitoring related to Baxter Creek at Miraflores – Community Development Department (Lina Velasco 510-620-6841).	
<b>X.6</b>	<b>Finance Department</b>	<b>255</b>
<b>X.6.a</b>	<b>Investment and Cash Balance Report and Monthly Overtime Reports for the Month of November 2023</b>	<b>255</b>
	RECEIVE the City’s Investment and Cash Balance Report and Monthly Overtime Reports for the month of November 2023 – Finance Department (Andrea Miller 510-620-6740).	

<b>X.7</b>	<b>Human Resources</b>	
<b>X.7.a</b>	<b>Amend Staffing (Position Control) and Appropriate Funds as Required</b>	<b>271</b>
	ADOPT a resolution to amend staffing (position control) for the Community Development-Planning, Human Resources, City Attorney, Economic Development, and Finance Departments; and APPROPRIATE associated salaries, wages, and benefits as required – Human Resources Department (Nickie Mastay/ Sharrone Taylor 510-620-6602).	
<b>X.8</b>	<b>Library and Community Services</b>	
<b>X.8.a</b>	<b>Appropriate \$400,000 in Environmental and Community Investment Agreement Funds to Support the Purchase of an Electric Bookmobile</b>	<b>277</b>
	ADOPT a resolution to appropriate \$400,000 in Environmental and Community Investment Agreement Funds from the transportation category for construction of an electric bookmobile and installation of associated charging equipment – Community Services Department (Kate Eppler 510-620-5452/LaShonda White 510-620-6828).	
<b>X.9</b>	<b>Mayor's Office</b>	
<b>X.9.a</b>	<b>Appointment to the Environmental and Community Investment Agreement (ECIA) Transportation Oversight Committee</b>	<b>314</b>
	APPOINT Richard T. Johnson to a vacant seat on the Environmental and Community Investment Agreement (ECIA) Transportation Oversight Committee, Term Expires July 25, 2027 – Mayor's Office (Mayor Eduardo Martinez 510-620-6503).	
<b>X.10</b>	<b>Public Works</b>	
<b>X.10.a</b>	<b>Citywide Installation of Street Sweeping Signs</b>	<b>316</b>
	APPROPRIATE \$550,000 from the General Fund (Fund0001) to the General Capital Fund (Fund2001) for the effort to install street sweeping signs equitably throughout all City neighborhoods – Public Works Department (Daniel Chavarria/Tawfic Halaby 510-620-5482).	
<b>Y.</b>	<b>NEW BUSINESS</b>	
<b>Y.1</b>	<b>Ordinance Amending the Monthly Salary for the Mayor and City Councilmembers.</b>	<b>322</b>
	INTRODUCE an ordinance (first reading) amending the monthly salary for the Mayor and City Council members – City Attorney's Office (Shannon Moore/Kimberly Chin 510-620-6509).	
<b>Y.2</b>	<b>City of Richmond Annual Comprehensive Financial Report for the Fiscal Year Ended June 30, 2023</b>	<b>337</b>
	RECEIVE a report on the City's Annual Comprehensive Financial Report (ACFR) for Fiscal Year ended June 30, 2023 – Finance Department (Andrea Miller/Mubeen Qader/Jerry Chak 510-620-6740).	

**Y.3      Raftelis Workforce Analysis Update      652**

RECEIVE a presentation from Raftelis regarding an update on the Workforce Analysis – Human Resources Department (Nickie Mastay/Sharrone Taylor 510-620-6606).

**Y.4      Overview of the City's Roadway Pavement Condition      653**

RECEIVE a report on the status of the City's roadway pavement condition; and DIRECT staff to utilize the StreetSaver® pavement management system to optimize the use of paving funds for the upcoming Fiscal Year 2024-25 – Public Works Department (Daniel Chavarria 510-620-5478/Tawfic Halaby 510-620-5482).

**Z.      ADJOURNMENT**

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