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# Agenda

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**PLEASE NOTE: HYBRID MEETING FORMAT**

**- REGULAR MEETING OF THE RICHMOND CITY COUNCIL**

Tuesday, March 4, 2025, 3:30 p.m.

Community Services Building

440 Civic Center Plaza

Richmond, CA 94804

**Members:**

**Eduardo Martinez, Mayor at Large**

**Jamelia Brown, Councilmember District 1**

**Cesar Zepeda, Vice Mayor, District 2**

**Doria Robinson, Councilmember District 3**

**Soheila Bana, Councilmember District 4**

**Sue Wilson, Councilmember District 5**

**Claudia Jimenez, Councilmember District 6**

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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.**

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Open Session and City Council: **Please click the link below to join the webinar:**  
<https://zoom.us/j/99312205643?pwd=MDdqNnRmS2k4ZkRTOWhIUldQOUF1Zz09>

**Passcode: ccmeeting**

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**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. \*\***

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<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.

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**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).**

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Pages

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

3:30 p.m.

**B. ROLL CALL**

**C. CLOSED SESSION**

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

- Orellana, et al. v. City of Richmond

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

- Agency Representatives: Sharrone Taylor, Jack Hughes, Lisa Charbonneau

Employee organizations:

1. SEIU Local 1021 Full Time Unit and Part Time Unit
2. IFPTE Local 21 Mid-Level Management Unit and Executive Management Unit
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 CITY COUNCIL**

5:00 p.m.

**G. PLEDGE OF ALLEGIANCE**

**H. ROLL CALL**

**I. STATEMENT OF CONFLICT OF INTEREST**

**J. AGENDA REVIEW**

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

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

**L.1 NEW EMPLOYEE REPORT - 1st Tuesday**

**M. 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)

**N. 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.)

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

**N.1.a 10-Day Report on the Interim Urgency Ordinance Regarding Parklets** 10

RECEIVE the 10-Day Report on the Interim Urgency Ordinance regarding Parklets – City Attorney’s Office (Dave Aleshire 510-620-6509).

**N.2 Finance Department**

**N.2.a DebtBook Management Software Contract Amendment No. 2** 15

APPROVE second contract amendment with DebtBook for software using the National Cooperative Purchasing Alliance (NCPA) contract, to aid the City in meeting Governmental Accounting Standard Board (GASB) 87 Accounting for Leases and GASB 96 Subscription-based Information Technology Arrangements for a term of one year beginning March 15, 2025, through March 15, 2026, and increasing the payment limit by \$14,581, for a total contract amount not to exceed \$55,081 – Finance Department (Andrea Miller 510-620-6790/Mubeen Qader 510-412-2077/Jerry Gurule 510-620-6591).

<b>N.2.b</b>	<b>NHA Advisors, LLC Contract for Municipal Consulting Services</b>	119
	APPROVE a two-year contract with NHA Advisors, LLC to provide municipal advisory and consulting services on an as-needed basis, in an amount not to exceed \$81,743 with a two-year term beginning March 4, 2025, and ending March 3, 2027 – Finance Department (Andrea Miller 510-620-6740/ Mubeen Qader 510-412-2077/ Jerry Gurule 510-620-6591)	
<b>N.3</b>	<b>Library and Community Services</b>	
<b>N.3.a</b>	<b>Contract with West Contra Costa (WCC) Public Education Fund for Fiscal Sponsorship</b>	154
	APPROVE a contract with the West Contra Costa Public Education Fund (EdFund West) for a term beginning March 10, 2025, and ending March 9, 2028, for an amount not to exceed \$3,500 annually, comprising compensation of 10 percent per transaction on total annual transactions not to exceed \$35,000, for a three-year compensation total not to exceed \$10,500; and AUTHORIZE the transfer of funds to EdFund West, not to exceed \$35,000 annually, for the term of the contract to enable performance of the contract – Community Services Department (Kate Eppler 510-620-5452/LaShonda White 510-620-6828).	
<b>N.3.b</b>	<b>Transfer Management of Point Richmond Community Center from Recreation to the Richmond Public Library</b>	177
	ADOPT a resolution approving the transfer of control of the Point Richmond Community Center from the Recreation Division to Richmond Public Library effective April 1, 2025; and AMEND the Master Fee Schedule to reflect the transfer to the Richmond Public Library and a reservation rate of \$12.50/hr for community use of the Point Richmond Community Center – Community Services Department (Kate Eppler 510-620-5452/Ranjana Maharaj 510-620-6972/LaShonda White 510-620-6828).	
<b>N.4</b>	<b>Mayor's Office</b>	
<b>N.4.a</b>	<b>Proclamation Recognizing March 2025 as Red Cross Month in Richmond</b>	185
	PROCLAMATION declaring March 2025 as Red Cross Month in the City of Richmond – Mayor's Office (Mayor Eduardo Martinez 510-620-6503).	
<b>N.4.b</b>	<b>Proclamation Declaring March 2025 Women's History Month</b>	188
	PROCLAMATION declaring March 2025 as Women's History Month in the City of Richmond – Mayor's Office (Mayor Eduardo Martinez 510-620-6503).	

<b>N.4.c</b>	<b>Reappointment of Andrea Martinez Alvarez to the Richmond Youth Council</b>	191
	REAPPOINT Andrea Martinez Alvarez to the Richmond Youth Council, term expires October 1, 2025 – Mayor’s Office (Mayor Eduardo Martinez 510-620-6503).	
<b>N.4.d</b>	<b>Appointment of Regina Gilligan to the Urban Forest Advisory Committee</b>	194
	APPOINT Regina Gilligan to the Urban Forest Advisory Committee, term expires November 17, 2027 – Mayor’s Office (Mayor Eduardo Martinez 510-620-6503).	
<b>N.5</b>	<b>Public Works</b>	
<b>N.5.a</b>	<b>January 2025 Abatement Presentation</b>	197
	RECEIVE a presentation on the January 2025 abatement activities – Public Works Department (Hugo Mendoza 510-231-3030 / Tawfic Halaby 510-620-5482 / Daniel Chavarria 510-620-5478).	
<b>O.</b>	<b>PUBLIC HEARINGS</b>	
<b>O.1</b>	<b>California Portsmouth Square Association (CPSA) Emergency Housing (PLN23-360) Public Hearing to Consider an Appeal of the Denial of Conditional Use Permit (not before 6:30 p.m.)</b>	213
	HOLD a public hearing and ADOPT a resolution denying the appeal submitted by Lonnie Holmes of the Planning Commission’s denial of a conditional use permit to convert an existing office building into an emergency shelter at 207 37 <sup>th</sup> Street and uphold the Planning Commission’s decision denying Planning Application No. PLN23-360 – Community Development Department (Lina Velasco/Avery Stark 510-620-6706).	
<b>P.</b>	<b>NEW BUSINESS</b>	
<b>P.1</b>	<b>Presentation from Healthy Options at Point of Sale (HOPS) Youth Advocates</b>	410
	RECEIVE a presentation from Healthy Options at Point of Sale (HOPS) youth advocates; and DIRECT the City’s Attorney’s Office to prepare an ordinance within 60 days, requiring large retail stores to stock healthier items at checkout areas - Councilmember Jamelia Brown (510-412-2050) and Mayor Eduardo Martinez (510-620- 6503).	
<b>P.2</b>	<b>Richmond Municipal Identification (ID) Access and Equity</b>	431
	DIRECT the City Attorney to amend Ordinance No.16-11 N.S. and Richmond Municipal Code 2.64 to allow the City to fund a no-cost Municipal Identification program and DIRECT staff to assess the total cost for the City of Richmond to administer the Municipal Identification program at no cost for vulnerable populations - Councilmember Soheila Bana (510-672-3490).	

**P.3 Immigrant Legal Services and Resources**

442

DIRECT staff to allocate up to \$1,000,000 from Fiscal Year (FY) 2024-25 surplus funds for immigrant legal services and a public awareness campaign for immigrants in Richmond to know their constitutional rights and issue an Request for Proposal (RFP) to select a fiscal sponsor to distribute the allocated funds to nonprofit organizations that will provide such services - Vice Mayor Cesar Zepeda (510-620-6593), Councilmembers Claudia Jimenez (510-620-6565), and Doria Robinson (510-620-6568).

**P.4 Request for Additional Funding for Nowruz Spring Equinox Celebration**

445

APPROVE an additional \$3,000 to be funded from the Festivals/Community Events Budget to support the Nowruz Spring Equinox Celebration and ensure a successful and inclusive event - Councilmember Soheila Bana (510-672-3490).

**Q. 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)**

**R. ADJOURNMENT**

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