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# Agenda

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**PLEASE NOTE: HYBRID MEETING FORMAT**

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

Tuesday, September 16, 2025, 5:00 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**

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

**\*\*\*REGISTER TO VOTE HERE!!\*\*\***

**<https://registertovote.ca.gov/>**

The last day to register to vote for the June 2, 2026, Primary Election is May 18, 2026

The last day to register to vote for the November 3, 2026, General Election is October 19, 2026

**Link to City Council Agendas/Packets**

**<http://www.ci.richmond.ca.us/4157/City-ofRichmond-Council-Meetings>**

**Register to receive notification of new agendas, etc.**

**<http://www.ci.richmond.ca.us/list.aspx>**

## HOW TO WATCH THE MEETING FROM HOME:

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.

**[Click here for City Harassment Policy](#)**

**Accessibility for Individuals with Disabilities:** Upon request, the City will provide for written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services and sign language interpreters, to enable individuals with disabilities to participate in and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service

or alternative format requested at least two days before the meeting. Requests should be emailed to [cityclerkdept@ci.richmond.ca.us](mailto:cityclerkdept@ci.richmond.ca.us) or submitted by phone at 510-620-6513, ext. 9, or 510-620-6509. Requests made by mail to City Clerk's Office, City Council meeting, 450 Civic Center Plaza, Richmond, CA 94804 must be received at least two days before the meeting. Requests will be granted whenever possible and resolved in favor of accessibility.

**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**

5:00 p.m.

**B. ROLL CALL**

**C. CLOSED SESSION**

**C.1 AUDIT BY CALIFORNIA STATE AUDITOR'S OFFICE (Government Code Section 54956.75)**

**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 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 LIABILITY CLAIMS (Government Code Section 54956.9)**

- Claimant: Elisa Montano and Jose Magallan  
Agency Claimed Against: City of Richmond

**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**

6:30 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)**

**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 Clerk's Office**

**N.1.a Approve a Contract Amendment with Carahsoft/DocuSign for E-Signature and Contract Routing Solutions**

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APPROVE contract amendment with Carahsoft/DocuSign piggybacking on CMAS contract #3-20-70-2247G between the State of California and Carahsoft/DocuSign for the term of September 30, 2025, through September 29, 2026, in an amount not to exceed \$15,170.70, for e-signature solution - City Clerk's Office (Pamela Christian 510-620-6513).

**N.2 Community Development**

**N.2.a Contract Amendment No. 1 with Hillmann Development Advisors, LLC (HDA)**

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APPROVE a contract amendment no. 1 with Hillmann Development Advisors, LLC (HDA), increasing the contract amount by \$160,000, for a total contract amount not to exceed \$169,500, to continue providing Owner's Representation oversight of the City's Homekey Project, located at 425 24th Street, during the Construction and Post-Construction phases, for a term ending December 31, 2026 – Community Development Department (Lina Velasco/Jesus Morales 510-620-6706).

<b>N.2.b</b>	<b>PermiTech Solutions Contract Amendment No. 1</b>	139
	<p>APPROVE a contract amendment no. 1 with PermiTech Solutions Corporation to add an additional \$140,000, for a total contract amount not to exceed \$149,900, for a term ending on June 30, 2026, with two, one-year, \$150,000 extension options (totaling \$449,900 over a three-year term if options are exercised), to provide on-call wireless permit application review and support to be paid using applicant fees – Community Development Department (Lina Velasco/Avery Stark 510-620-6714).</p>	
<b>N.3</b>	<b>Economic Development</b>	
<b>N.3.a</b>	<b>Port Amendments to the Federal Maritime Commission (FMC) Tariff No. 3 for Environmental Compliance and Fees</b>	188
	<p>ADOPT a resolution to amend the Port of Richmond Federal Maritime Commission (FCM) Tariff No. 3 to increase rates on selected items, add necessary environmental compliance language, and establish new California Resource Board (CARB) at-berth regulation fees – Economic Development Department (Charles Gerard 510-620 6792).</p>	
<b>N.4</b>	<b>Finance Department</b>	
<b>N.4.a</b>	<b>Investment and Cash Balance Report, Monthly Overtime Reports, Documentary Transfer Tax Report, and Other Post-Employment Benefits (OPEB) and Pension Report for the Month of July 2025</b>	334
	<p>RECEIVE the City’s Investment and Cash Balance Report, Monthly Overtime Reports, Documentary Transfer Tax Report, and Other Post-Employment Benefits (OPEB) and Pension Report for the month of July 2025 – Finance Department (Emily Combs 510-620-6740).</p>	
<b>N.5</b>	<b>Mayor’s Office</b>	
<b>N.5.a</b>	<b>Correction to Term Expiration Date for Historic Preservation Commissioner Caitlin Hibma</b>	364
	<p>AMEND the expiration date for Caitlin Hibma’s current term to the Historic Preservation Commission, from November 31, 2029, to the correct date of July 31, 2029 – Mayor’s Office (Mayor Eduardo Martinez 510-620-6503).</p>	
<b>N.5.b</b>	<b>Appointment of David Robinson to the Economic Development Commission</b>	365
	<p>APPOINT David Robinson to the Economic Development Commission with a term that expires on March 30, 2028 – Mayor’s Office (Mayor Eduardo Martinez 510-620-6503).</p>	
<b>N.6</b>	<b>Police Department</b>	
<b>N.6.a</b>	<b>Crime Report from Police Chief</b>	
	<p>RECEIVE a written crime report from the Police Chief - Police Department (Chief Bisa French 510-621-1802).</p>	

**N.7 Public Works**

- N.7.a Approval of License Agreement with the East Bay Regional Park District for the Point Molate Bay Trail Project 367**

ADOPT a resolution and AUTHORIZE the city manager or their designee to execute a 25-Year License Agreement with the East Bay Regional Park District (EBRPD) granting permission to use a twenty-foot-wide portion of the surface of the property for multi-use trail purposes – Public Works Department (Darcie DeLashmutt 510-672-3944/Robert Armijo 510-620-5477).

- N.7.b Contract with R&S Doors and Gates for Commercial Roll Up Door and Automatic Gate Repair Services 384**

ADOPT a resolution and APPROVE a contract with R&S Doors and Gates of Richmond, Inc., for commercial roll up door and automatic gate repair services, for a three-year term in a not-to-exceed amount of \$225,000, with two one-year extension options in a not-to-exceed amount of \$75,000 per year; and AUTHORIZE the city manager or their designee to execute the contract and any necessary amendments – Public Works Department (Daniel Chavarria 510-620-5478/Darin Fitzpatrick 510-231-3044).

- N.7.c Contract with San Francisco Elevator Services, LLC for As-Needed Elevator Maintenance, Service, and Repairs. 427**

ADOPT a resolution approving a contract with San Francisco Elevator Services, LLC, for elevator maintenance, service, and repairs for a three-year term, in a total not-to-exceed amount of \$225,000, with the option to extend for up to two additional one-year terms in a total not-to-exceed amount of \$150,000, and AUTHORIZE the city manager or their designee to execute the contract and any necessary amendments – Public Works Department (Daniel Chavarria/Darin Fitzpatrick/Will Santana 510-231-3008).

- N.7.d Accept Grant Funds and Contract with CSW-ST2 for Engineering and Design Services for the Downtown Point Richmond Bicycle and Pedestrian Connectivity Project 467**

ADOPT a resolution to: (1) ACCEPT and APPROPRIATE Housing Incentive Pool (HIP) grant funding in the amount of \$1,078,000 for the Downtown Point Richmond Bicycle and Pedestrian Connectivity Project; and (2) to APPROVE a contract with CSW-ST2 for engineering and design services for the Downtown Point Richmond Bicycle and Pedestrian Connectivity Project in a not-to-exceed amount of \$254,665; and (3) AUTHORIZE the director of Public Works, or their designee, to approve any change orders or amendments, if necessary, in an amount not-to-exceed \$38,335, with a term beginning upon execution and ending December 31, 2027 – Public Works Department (Janney Lockman 510-307-8097/Robert Armijo 510-620-5477).

**N.7.e Contract with Earth Island Institute for a Supplemental Environmental Project to Promote Awareness of Environmental Quality 517**

ADOPT a resolution to APPROVE a contract in the amount of \$168,000 with Earth Island Institute (Kids for the Bay) to implement a Supplemental Environmental Project (SEP) that raises awareness of water quality and non-point source pollution, pursuant to Water Board Order No. R2-2025-1019 and AUTHORIZING the city manager or designee to execute the contract - Public Works Department (Mary Phelps 510-621-1269/Robert Armijo 510-620-5477).

**N.7.f Accept the Cutting, Hoffman, and Harbour Way South Cycletrack Project by W.R. Forde as Complete 594**

ADOPT a resolution accepting the ATP Quick Build – Cutting, Hoffman, and Harbour Way South Cycletrack Project as complete, AUTHORIZE the city clerk to record the Notice of Completion with the Contra Costa County Recorder, and AUTHORIZE the release of the contractor’s bonds and retention payment – Public Works Department (Dan Santos 510-620-6645/Robert Armijo 510-620-5477).

**O. NEW BUSINESS**

**O.1 League of California Cities Designation of Voting Delegates and Alternates 620**

DESIGNATE a voting delegate and alternate to represent the City of Richmond at the Annual Business Meeting of the League of California Cities’ 2025 Annual Conference and Expo, to be held in Long Beach at the Long Beach Convention Center, Wednesday, October 8 through Friday, October 10, 2025 – City Clerk’s Office (Pamela Christian 510-620-6513).

**O.2 Presentation of Draft Land Plan for the Hilltop Horizon Specific Plan 626**

RECEIVE a presentation on the Draft Land Plan Concept (Attachment 2) to be used as the basis for the preparation of the Draft Hilltop Horizon Specific Plan; and PROVIDE feedback on the Focus Questions - Community Development Department (Lina Velasco/Avery Stark/Michele Morris 510-620-6841).

**O.3 Communication to the public and counseling for families and witnesses of officer involved shootings or an in-custody death 658**

DIRECT the city manager to develop a plan to (1) revise the current communication protocol after an officer involved shooting or an in-custody death, (2) modify guidelines for released officer body-cam footage, and (3) issue a Request for Proposal (RFP) to provide counseling and therapeutic services for families and witnesses directly affected by officer-involved shootings or in-custody deaths - Councilmember Sue Wilson (510-609-2111) and Councilmember Claudia Jimenez (510-620-6743).

**P. REPORTS OF OFFICERS: REFERRALS TO STAFF, AND GENERAL REPORTS (INCLUDING AB 1234 REPORTS)(limited to two minutes per Councilmember)**

**Q. ADJOURNMENT**

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