



Mayor and Members of the City Council:

This is the weekly report for the week ending December 19th, 2014, and the last report for 2014.

1. Meeting Notes

For planning purposes, please note the following meeting schedule for January 2015:

- January 5th (Monday) – Special meeting of the Richmond City Council (two agenda items only): (1) Second reading of the ordinance amending the Zoning Map for the Shea-Bottoms project, and (2) the TEFRA hearing for financing improvements to Richmond Housing Authority projects (continued from the last meeting)
- January 13th (swearing-in ceremony and reception)
- January 20th (first regular meeting with reorganized Councilmembers)
- January 27th (study session)

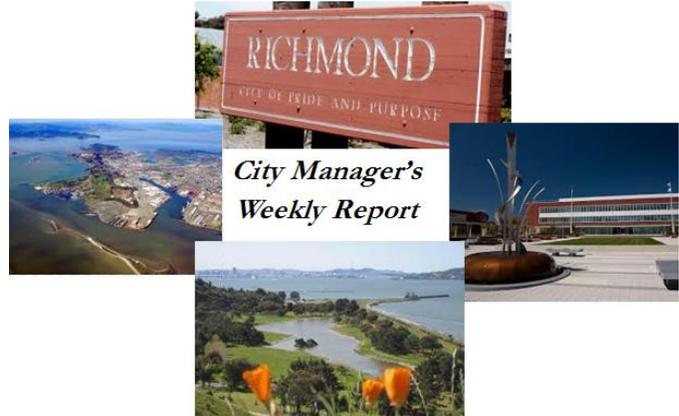
2. Holiday and City Closure

As has been the case during the past three years, as a cost saving measure and with the cooperation of our bargaining units, the City offices, Library and Recreation will be closed during the holiday week in December, beginning **Wednesday, December 24th**, with offices reopening on **Friday, January 2nd, 2015**. See below for further details on the schedule for R-Transit and the Recreation Department.

The Police (510-233-1214) and Fire Departments (510-307-8031) will remain open, and R-Transit, Public Works, and Housing Authority departments will have partial services.

R-Transit:

Regular R-Transit services will be available until 5:00 PM on Tuesday, December 23rd, 2014, and will resume on Friday, January 2nd, 2015.



Between December 24th and January 1st, the Taxi Scrip Program, another transportation service offered through the R-Transit Division, will be available 24 hours per day, as usual. Taxi scrip books must be purchased at the Cashier's Office in City Hall located at 450 Civic Center Plaza on the 2nd floor no later than Tuesday, December 23rd by 3:00 PM.

All forms of payment are accepted at City Hall. Alternatively, individuals may purchase coupon books at the R-Transit Center located at 1600 Nevin Plaza. At the present time, the only accepted form of payment at the R-Transit Center is personal check, money order, or cashier's check. Cash and credit cards are not accepted at this location. The R-Transit center is open Monday - Friday from 8:30 AM – 5:00 PM.

Please call (510) 307-8026 to schedule services or if you have any questions.

Recreation Department

The Recreation Department administrative offices and all other facilities will be closed from December 24, 2014 to January 1, 2015. All Recreation department facilities will resume normal programming on Friday, January 2, 2015.

The Richmond Plunge will be open for Adult lap swim during the holiday season as follows:

Wednesday	12/24	10AM – 2PM
Thursday	12/25	CLOSED
Friday	12/26	10AM – 2PM
Saturday	12/27	10AM – 2PM
Sunday	12/28	10AM – 2PM
Monday	12/29	10AM – 2PM
Tuesday	12/30	10AM – 2PM
Wednesday	12/31	CLOSED
Thursday	1/1/2015	CLOSED

3. City of Richmond's 2014 Charitable Giving Campaign

Each year, Richmond employees participate in a Charitable Giving Campaign, which provides funding for a number of local agencies, including Bay Area Black United Fund, Community Health Charities, Earth Share of California, Local Independent Charities, Friends of Disabled Children, Friends of Richmond Library, Richmond Public Library Foundation, Richmond Police Activities League, Richmond Youth Academy, the Firefighter Toy Program, and the Police Explorers. With final commitment amounts in from all departments, the Campaign has received pledges from employees in the amount of \$49,205.

Many thanks to Finance staff member Theresa Austin who, once again, chaired the City-wide campaign, as she has done in past years, and thanks to all employees who participated.

4. City of Richmond's Annual Employee Awards

Today, it was my privilege to present the Demitrea Foster Employee of the Year and Leveron Bryant Manager of the Year awards to two outstanding City of Richmond employees. These awards honor employees who are dedicated to the highest standards of public service and embrace the values and qualities that inspire their co-workers.

The Demitrea Foster Employee of the Year is **Cruz Caldera**, Tree Leadworker in the Parks Division of the Public Works Department. Mr. Caldera is a 10-year employee of the City, who does an outstanding job maintaining the park and street trees – what we hope will become a “growth industry” in Richmond during the coming years.

The Leveron Bryant Manager of the Year is **Rochelle Monk**, Community Affairs Coordinator in the City Manager's office. Ms. Monk has been a community fixture as the liaison to the Richmond neighborhood councils, but was especially acknowledged this year for continuing the successful launch of the *Richmond ESC – Excellence Serving our Community* volunteer program.

In addition, a City Manager's Merit Award was given to **Kathy Gerk**, Emergency Services Manager in the Fire/Emergency Services Department, for her long-time dedication to Richmond's emergency preparedness.

Please join me in congratulating this year's very deserving winners!

5. Downtown Holiday Festival

While rain this past Wednesday night kept some of the crowds away, it did not dampen the enthusiasm of those who attended the annual Downtown Holiday Festival, presented by Richmond Main Street Initiative and East Bay Center for the Performing Arts. The historic Winters Building served as the venue for an evening that was highlighted by spectacular holiday dance and music performances by members of the East Bay Center resident companies, and by the traditional visit from Santa.



6. Richmond ESC's Youth Leadership Committee

Are you, or do you know, a student leader who is passionate and eager to serve the community? Then Youth Leadership Committee (YLC) is the right program for you.

The YLC is a program designed for high school and college students who are interested in making a difference in their community through impact volunteering. The YLC is a program of the Richmond ESC - Excellence Serving our Community - a Cities of Service initiative of the City of Richmond.

Leadership is at the core of the YLC. By joining the YLC, participants can enjoy innovative and fun leadership workshops, and both learn and apply essential leadership skills including: ethical decision making, time management, goal setting, public speaking, and conflict resolution.

As YLC leaders, participants will engage youth in community service learning projects, organize community events to raise awareness of pressing issues facing the Richmond community, and participate in a leadership training.

Participation in the Youth Leadership Committee sounds like a great New Year's resolution to make a difference in 2015!

[Apply Here: Youth Leadership Committee – Sprint Recruitment](#)

Deadline to Submit: Monday, January 26, 2015 by midnight.

For more information, please contact Jantsan at jantsand@ci.richmond.ca.us or call (510) 620-5576.



7. Tips for Avoiding Fire Hazards During the Holidays

*When holiday joy and cooking are musts,
there are so many things your mind needs to trust.*

- Check your batteries in your smoke alarm;
- Purchase a portable extinguisher (ABC/ multipurpose);
- When cooking, cook with care - use pot holders and be watchful;
- Allow at least 3 feet of space between you and combustibles and your portable space heating equipment;
- Discard any electrical cords if they are frayed;
- Candles should not be left unattended. Extinguish all candles before you leave or go to sleep;
- Always check the lint tray in you dryers.

*Please keep the above on your mind – cook with care,
because if you don't 911 will be there!*

Thank you and happy holidays from the Richmond Fire Department!

8. Richmond's Minimum Wage Ordinance

The City of Richmond's Minimum Wage Ordinance goes into effect January 1, 2015. The minimum wage requirement set forth in the Ordinance will be \$9.60 an hour (compared to \$9.00 an hour for the state of California), which applies to any employee who works two (2) or more hours a week.

During this past month, the Richmond Employment & Training Department staff sent out information packets to over 3,000 businesses, distributed information through the city's website, and reached out to Richmond Chamber of Commerce members to inform them of Richmond's Minimum Wage Ordinance. The information packet includes English and Spanish versions of the official notice that must be posted in all workplaces along with a list of employer and employee rights under the Ordinance. Employers who pay for less than 800 hours of employee labor in a given 2-week period need not pay the City's minimum wage until they pay over 800 hours or more of employee labor in a 2-week period.

For questions and additional information, please visit the website at <http://www.ci.richmond.ca.us/index.aspx?NID=2615> or www.richmondworks.org, or contact Employment Program Specialist Gina Baker at (510) 307-8011 or at gbaker@richmondworks.org.

9. **Made in Richmond Foodie Gift Box**

This holiday season, we encourage you to share Richmond's new energy with family, friends and coworkers. Richmond has developed a wonderful new gift box beautifully assembled by *California Delicious*, a local business dedicated to creating gourmet selections from across California in spectacular gift boxes and celebration packages.

The City of Richmond and the Richmond Economic Development Commission worked together to develop a gift box with a range of gourmet options made right here in Richmond from our growing “foodie” cluster, including: Lemur International, Inc., Nutiva, Zoe’s Cookies, Cassandras Dream Cakes, Catahoula Coffee Company, Oren’s Kitchen, Lotus Foods, and Vassell Foods.



The Made in Richmond gift box is a testament to the diversity and businesses that make Richmond a premier destination in the Bay Area, and is available in three different sizes.

To find out more information and purchase the Made in Richmond gift boxes, please visit the *California Delicious* webpage: <http://www.californiadelicious.com/california-gift-baskets/made-in-richmond-ca.html>.

10. Officer Bradley A. Moody Memorial Underpass Project

The Bradley A. Moody Memorial Underpass Project involves the construction of a roadway underpass on Marina Bay Parkway between Meeker Avenue and Regatta Boulevard, and is intended to resolve long-standing access limitations to the Marina Bay area caused by frequent train crossings. In early September 2013, Marina Bay Parkway was closed to traffic. This closure is planned to remain in place through May 2015.

During the week of December 15th, rain and flooding from the prior week limited work to non-critical path items. Work continued on concrete curb and gutter at the Meeker/Marina Bay Parkway intersection and dewatering and clean-up due to flooding of the site. For the week of December 22nd, and weather permitting, an additional retaining wall concrete pour is scheduled as well as the first concrete pour for the sidewalk retaining walls. Pump station electrical installation will continue, and final grade will be established at the Meeker/Marina Bay Parkway and Jetty/Marina Bay Parkway intersections.

For additional information and to be added to the project update contact list, please see the project website at www.moodyup.com. You can also follow the project on twitter: @moodyunderpass, or contact the project's Public Outreach Coordinator Jacqueline Majors at (925) 949-6196.

11. City Manager Chronicles

I have listed below some of the topics for meetings that I have recently attended in the hope that it provides an idea of the varied issues with which our organization deals routinely.

Activities and meeting topics during the past two weeks included:

- Met with representatives from the Friends of Richmond Greenway, to discuss the Unity Park project, and strategies for further improving the Greenway;
- Discussed with City staff and representatives from the Richmond Bicycle/Pedestrian Committee plans for use of Measure U funds to improve the streets;
- Met with Jordan Simmons, Artistic Director for the East Bay Center for the Performing Arts, to discuss economic development activities in the downtown area;
- Attended the Downtown Holiday Festival (see item [5], above);
- Attended the holiday luncheon of the Southside Plus One Improvement Group;
- Met with a City staff working group to discuss a process and schedule for developing the *Richmond Promise* program;
- Attended the Berkeley Global Campus Working Group meeting;

- Presented the Demetria Foster Employee of the Year Award and Leveron Bryant Manager of the Year Award (see item [4], above);
- Met with Ruth Vasquez-Jones, President/CEO, and Vern Whitmore, incoming Chair of the Board, of the Richmond Chamber of Commerce.

These meetings were in addition to attending the regular management staff meeting, agenda planning, reviewing staff reports to the City Council, doing department head “check-ins,” having discussions on various personnel matters, and having short discussions with staff, community members, members of the press, etc.

Please feel free to contact me if you have any questions about the substance of these or any other topics.

12. Reception for Neighborhood Public Art Mini-Grant 2013-2014 Recipients

You are cordially invited to attend a reception honoring the 2013-14 ***Neighborhood Public Art Mini-Grant*** recipients on Tuesday, January 6th at 4:30 PM in the lobby of City Hall, 450 Civic Center Plaza. At the reception, you will be able to enjoy light refreshments while seeing an exhibit of neighborhood public art projects, including photos and descriptions of each one. You will also have the opportunity to meet the grantees and talk about their work.

We hope that you will join us!



13. Information Technology (IT) Department Updates

Top 10 Webpage visits for the week ending 12/16/2014

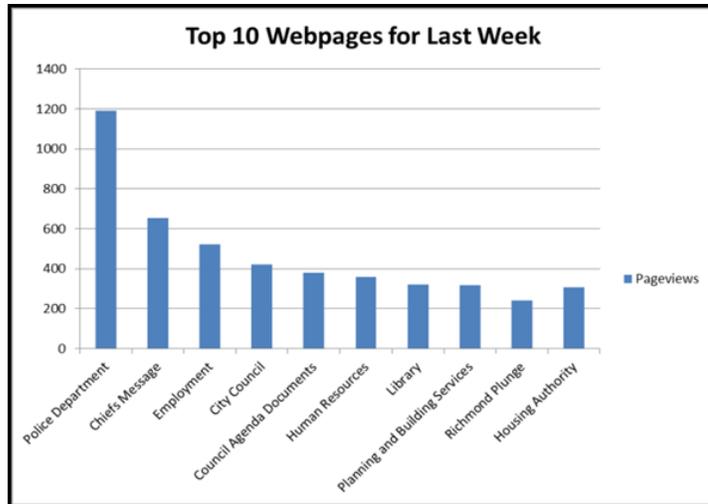


Photo of the Week:



Richmond Memorial Auditorium – Setup for the 62nd Anniversary of the Snow Ball Event

Datanet Image of the Week

Buy a Kid a Bike
 Join us for our Annual Toy Give-a-way
 to support the
 Richmond / El Cerrito Fire and Police Toy Program

A \$47 donation
 will help put a smile
 on a child's face!
 (\$45 for bike / \$2 for helmet)

For more information:
 (510) 447-9464
 ToyProgram.org

Buy a Kid a Bike

Throwback Thursday: Featuring Richmond California History

Congratulations to **Roxy Miravalle**, the City's current Throwback Thursday trivia winner. Roxy provided rich history and shared that the first photo is 11th & Macdonald (Winters Building - now home to the Performing Arts); and the next photo is 14th & Macdonald (now Marina Way).



Roxy Miravalle



11th & Macdonald



14th & Macdonald

Click on the following link to visit the City's Facebook page:
<https://www.facebook.com/pages/City-of-Richmond-CA-Local-Government/139438544014?v=wall>

14. Port of Richmond Update – Riggers Loft Wine Company

The Port of Richmond has entered into a 20 year lease agreement with the Riggers Loft Wine Company, expert vintners with a vast knowledge of the wine making

business. They plan to produce, bottle, and distribute wine from the newly-renovated, historic Riggers Loft at the Port of Richmond. In addition, the Riggers Loft Wine Company will have a tasting room and will host private and fundraising events. The lease will generate \$100,000 in annual revenue to the Port.

The Riggers Loft Wine Company at the Port of Richmond is primed to become another superb attraction, together with the *Red Oak Victory* ship and the Rosie the Riveter Home Front Park, along Richmond’s shoreline.

The Riggers Loft Wine Company will be moving in shortly after the new calendar year, and the Port administrative offices will open in the Riggers Loft building in February 2015.

15. Recreation Highlights

Recreation Center Holiday Schedule

Recreation Facilities	Address/Phone #	Operation Schedule from 12/24/14 - 1/1/15
Annex Senior Center	5801 Huntington Avenue 510.620.6812	CLOSED
Booker T. Anderson Community Center	960 South 47th Street 510.620.6816	CLOSED
Disabled Peoples Recreation Center	1900 Barrett Avenue 510.620.6814	CLOSED
May Valley Community Center	3530 Morningside Drive 510.620.6890	CLOSED
Nevin Community Center	598 Nevin Avenue 510.620.6813	CLOSED
Parchester Community Center	900 Williams Drive 510.620.6823	CLOSED
Plunge	1 Garrard Boulevard 510.620.6820	12/24, 12/26, 12/27, 12/28, 12/29, 12/30, 12/31 OPEN FROM 10:00 AM TO 2:00 PM
Point Richmond Community Center	139 Washington Avenue 510.620-6905	CLOSED
Richmond Recreation Complex	3230 Macdonald Avenue 510.620.6793	CLOSED

Richmond Swim Center	4300 Cutting Boulevard 510.235.6157	CLOSED DUE TO MAINTENANCE
Richmond Senior Center	2525 MacDonald Avenue 510.307.8087	CLOSED
Shields Reid Community Center	1410 Kelsey Street 510.620.6822	CLOSED

Aquatics

The Richmond Plunge will be open for Adult Lap Swim during the holiday season as follows:

Wednesday	12/24	10AM – 2PM
Thursday	12/25	CLOSED
Friday	12/26	10AM – 2PM
Saturday	12/27	10AM – 2PM
Sunday	12/28	10AM – 2PM
Monday	12/29	10AM – 2PM
Tuesday	12/30	10AM – 2PM
Wednesday	12/31	CLOSED
Thursday	1/1/2015	CLOSED

Activity Guide

The Recreation Department Winter Activity Guide is NOW available, and we have gone green! Editions are now accessible exclusively online. The [Winter Guide](#) covers information for the months of December 2014 through February 2015. Please visit our website at www.ci.richmond.ca.us/recreation to view our programs, special events, and facility information. Do not forget to check back for future information.

Cocoa, Candy Canes and Crafts

Please join Recreation staff for a free drop in holiday program for children. Activities will include arts and crafts, cookie decorating, games, music and so much more! This event is being held on Monday, December 22nd and Tuesday, December 23rd from 4:00 PM – 7:00 PM at the following sites:

- Booker T. Anderson Community Center
- May Valley Community Center
- Parchester Community Center
- Nevin Community Center
- Richmond Recreation Complex
- Shields Reid Community Center

Please Register at Recreation Department, 3230 Macdonald Avenue, (510) 620-6793.



City of Richmond
Recreation Department

Date: 12/22, 12/23
Time: 4:00pm to 7:00pm
Ages: 5-13 years
Cost: FREE

**Cocoa
Candy Canes
and Crafts**

A free drop in holiday program for children. Activities will include arts and crafts, cookie decorating, games, music and so much more!

This program will be available at the following sites:

- Booker T. Anderson Community Center
- May Valley Community Center
- Parchester Community Center
- Nevin Community Center
- Richmond Recreation Complex
- Shields Reid Community Center

Register at: Recreation Department
3230 Macdonald Avenue
Richmond, CA 94804
Phone number: (510) 620-6793

Richmond Recreation - Rich in People, Rich in Play

16. Public Works Updates

Sand Bags: Sand bags are available to Richmond Residents for free. Residents can pick up 10 bags from 2 locations: Bayview Fire Station (4801 Bayview Avenue) and the rear entrance of the Corporation Yard (next to 10 Harbour Way). Persons, such as the disabled and/or elderly, may request to have sand bags delivered. For more information, residents can contact the Public Works Department at (510) 620-6530. There will be an on-call tree crew during the City Hall closure for emergencies only.

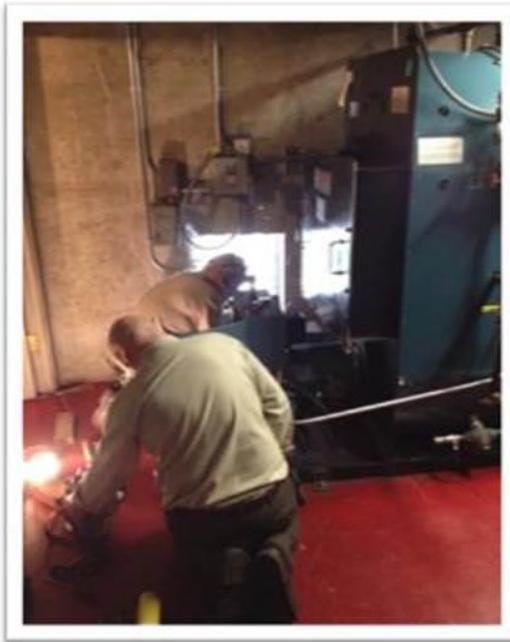
Facilities Maintenance Division: Carpenters removed and replaced the broken backboard at the Recreation Complex, assisted with issues at Point Molate, and attended to safety issues at the Recreation Complex and Fire Station #61.



Backboard Replacement

Painters completed the Watch Commander's office and the holding cells at the Police Department.

Stationary Engineers completed temporary repairs to the boiler for the Main Library, replaced the furnace at the Parks field office, replaced the condensor motor to the #1 air conditioning unit at 440 Civic Center Plaza, and replaced a shower valve at Fire Station #61.



Boiler Repairs

Utility Workers cleaned carpets in the Richmond Auditorium, delivered hazardous waste to the waste station, waxed the floors at the Booker T. Anderson Community

Center, completed a maintenance list at the Parchester Community Center, spot cleaned the carpet in the Council Chambers, as well as maintained 29 City-owned buildings.



Carpet Cleaning in Council Chambers

Electricians responded to signals damaged by the storms at Barrett Avenue and 6th Street, Hilltop Drive and Blume Drive, Blume Drive and Garrity Way, and Hilltop Drive and Hillview Drive. Staff replaced a pole knocked down at 8th Street and Macdonald Avneue, fixed the traffic controller at South 47th Street and Carlson Boulevard, repaired street lights on Blume Drive and Klose Way, restored lighting to the Recreation Complex, fixed holiday lighting issues at the Civic Center, replaced damaged globes on the Bay Trail lighting in the Marina, and fixed electrical issues at the building occupied by Men & Women of Valor.



Traffic Signal Repair

Parks and Landscaping Division: Crews trimmed shrubs and grasses at Nicholl Park, performed maintenance at various play lots, repaired the fence at the Solano Play Lot, removed graffiti at Lamoine Park and along the Greenway, continued trimming at Civic Center Plaza, performed irrigation repairs at Tiller Park, mulched locations on Atlas Road, repaired the fence on Regatta Boulevard, and responded to storm incidents such as clean-up, downed trees/branches, and drain clean-outs.



Fence Repair on Regatta Boulevard

Tree crews responded to downed branches and trees due to storm conditions and cut them as needed.



Downed Tree Response

Streets Division: Staff conducted storm patrol clearing gutters throughout the City, cleaned debris in Point Molate, assembled sand bags to be available to residents,

delivered sand bags to the elderly/disabled, and worked from the outstanding pothole and sidewalk list.



Clearing a Drain

Street sweeping performed commercial and residential sweeping services for the third Monday through Friday in the North Richmond, Iron Triangle, North Belding Woods, Atchison Village, South Belding Woods, Santa Fe, Coronado, Marina Bay and Point Richmond neighborhood council areas as the weather permitted. Crews also assisted with the filling of sand bags.

Signs and Lines staff installed 37 new signs and poles, repaired 25 signs and poles, installed thermoplastic markings, fabricated new signs, and performed storm patrol.

***Have a great week, a wonderful holiday season and a
Happy New Year!***

Feel free to contact me if you have any questions or comments about these or any other items of interest to you.

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You can sign up to receive the City Manager's weekly report and other information from the City of Richmond by visiting: www.ci.richmond.ca.us/list.aspx

