



Hon. Mayor and Members of the City Council:

This is the report for the week ending October 18<sup>th</sup>, 2019.



## 1. **Meeting Notes**

The next City Council meeting is scheduled for Tuesday, October 22<sup>nd</sup>. Closed Session begins at 5:00 P.M., followed by the Special Joint Meeting of the Richmond Housing Authority/Richmond City Council at 6:20 P.M. The Regular Meeting of the Richmond City Council will begin at 6:30 P.M. The agenda may be found by clicking this link: [October 22<sup>nd</sup> City Council Agenda](#).

## 2. **Upcoming Events**

### **PG&E Public Safety Power Shutoff (PSPS) and Fire Season**

Currently, we are in the midst of fire season until November 2019. To prevent potential wildland fires such as 2018's Camp Fire in Butte County and the 2017 Northern California Wine Country Fires, Pacific Gas & Electric Company (PG&E) is educating the public on the potential for Public Safety Power Shutoffs.

#### What is a Public Safety Power Shutoff (PSPS)?

As part of PG&E's Community Wildfire Safety Program, PSPS are precautionary measures to help reduce the risk of wildfires. If gusty winds and dry conditions, combined with a heightened fire risk, threaten a portion of the electric system service our community, it may be necessary for PG&E to turn off electricity in the interest of public safety.

For more information about PG&E's Public Safety Power Shutoff program, visit: [PG&E Webpage Public Safety Power Shutoffs](#).

Criteria for determining a public safety power shutoff:

While no single factor will drive a Public Safety Power Shutoff, some factors include:

 <p><b>A RED FLAG WARNING</b> declared by the National Weather Service</p>	 <p><b>LOW HUMIDITY LEVELS</b> generally 20% and below</p>
 <p><b>FORECASTED SUSTAINED WINDS GENERALLY ABOVE 25 MPH AND WIND GUSTS IN EXCESS OF APPROXIMATELY 45 MPH</b>, depending on location and site-specific conditions such as temperature, terrain and local climate</p>	
 <p><b>CONDITION OF DRY FUEL</b> on the ground and live vegetation (moisture content)</p>	 <p><b>ON-THE-GROUND, REAL-TIME OBSERVATIONS</b> from PG&amp;E's WSOC and field observations from PG&amp;E crews</p>

When the above criteria are met, PG&E will provide notification to power customers of a power shutoff:

- Forty-eight (48) hours prior to shut-off.
- Twenty-four (24) hours prior to the event
- One-hour (1) hour prior to a power shutoff event.

The reason for multiple notifications is due to rapidly changing conditions that may change the location of a power shutoff event.

### How do you prepare for a PSPS?

California energy companies created a website our community can visit to learn how to prepare for power shutoffs, visit: [PrepareforPowerDown website](#) in which information is available in English, Spanish, Chinese, Vietnamese and Korean.

Preparedness steps include:

- Update your contact information with PG&E ([pge.com/mywildfirealerts](http://pge.com/mywildfirealerts) or call 1-866-743-6589)
- Plan for any medical needs
- Keep a hard copy of emergency phone numbers on hand
- Know how to manually open your garage door
- Build or restock your emergency kit
- Ensure any backup generators are ready to safely operate
- Designate an emergency meeting location
- Consider stay with a friend or relative, if necessary, during an outage.

## **Volunteer to plant trees on Arbor Day 2019!**

Come out to volunteer on Saturday, October 19<sup>th</sup>, from 8:30 A.M. to Noon to help plant trees with Groundwork Richmond, Richmond Trees, City of Richmond, and Urban Forest Advisory Committee!

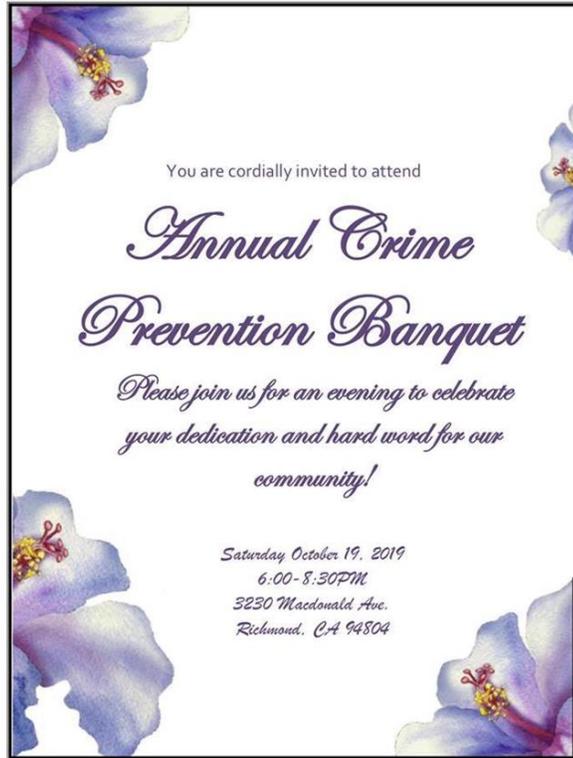
Free lunch provided to volunteers. Wear close-toed shoes and clothes you don't mind getting dirty!



## **Crime Prevention Banquet**

You are cordially invited to join us for the Annual Crime Prevention Banquet on Saturday, October 19<sup>th</sup>, from 6:00 P.M. to 8:30 P.M.

We hope you'll join us for an evening to celebrate our community super stars (all nominated by the community) and the work they've done in the community. Dinner will be provided and a wonderful opportunity to connect with and hear about all of the accomplishments made toward making the community safer! We will announce the award nominees in the near future!



### **Richmond Police Activities League Fall Harvest Soul Concert**

Come support a good cause! Join the Richmond Police Activities League (RPAL) on Saturday, October 19, 2019, for their Fall Harvest Soul Concert. The event will feature good music... soul and funk, and great food. The cost is affordable at \$10 per ticket and the host will be RPAL's very own Shea Stewart!

Proceeds will benefit RPAL programs. Bring your friends and family, see people you haven't seen in ages, listen to good music from local artists, and support our YOUTH!

Tickets can be purchased at [harvestsoulconcert.eventbrite.com](http://harvestsoulconcert.eventbrite.com). If you cannot attend, your donation of \$10 will go a long way toward providing programs and mentors for the youth of Richmond.



## **The Richmond Rent Program Community Workshop is Presenting – Navigating the Eviction Process in Richmond**

As part of its continuing outreach to Tenants and Landlords who would like to learn more about rental housing rules and regulations, the City of Richmond Rent Program is offering the following workshop:

### **Navigating the Eviction Process in Richmond (Landlord-focused Workshop)**

Saturday, October 26, 2019

10:00 A.M. - 12:00 P.M.

City Council Chambers

440 Civic Center Plaza

Richmond, CA 94804

This workshop is designed for Tenants and Landlords who would like to learn more about Rent Program rules and regulations.

Topics for discussion will include:

- Just Cause for Eviction Requirements
- Overview of the Relocation Ordinance
- Relocation Payments
- Unlawful Detainer Process
- Overview of Important Civil Codes
- Notice Filing Requirements

Space is limited - RSVP today: <https://rentprogram.eventbrite.com>

[Please note the following: To locate future community workshop dates, you may access the Rent Program Community Workshop calendar at [www.richmondrent.org](http://www.richmondrent.org).]

### RICHMOND RENT PROGRAM COMMUNITY WORKSHOPS

#### Navigating the Eviction Process in Richmond

Tenant-Focused	Landlord-Focused
<p>Saturday, September 28, 2019 10:00 AM - 12:00 PM City Council Chambers 440 Civic Center Plaza Richmond, CA 94804</p>	<p>Saturday, October 26, 2019 10:00 AM - 12:00 PM City Council Chambers 440 Civic Center Plaza Richmond, CA 94804</p>

These workshops are designed for Tenants and Landlords who would like to learn more about the eviction process in the City of Richmond and the requirements of the Fair Rent, Just Cause for Eviction, and Homeowner Protection Ordinance.

Topics for discussion will include:

<ul style="list-style-type: none"> <li>• Just Cause for Eviction Requirements</li> <li>• Overview of the Relocation Ordinance</li> <li>• Relocation Payments</li> </ul>	<ul style="list-style-type: none"> <li>• Unlawful Detainer Process</li> <li>• Overview of Important California Civil Codes</li> <li>• Notice Filing Requirements</li> </ul>
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Space is limited - RSVP today:  
<https://rentprogram.eventbrite.com>  
[richmondrent.org/workshops](http://richmondrent.org/workshops)  
 rent@cl.richmond.ca.us  
 (510) 234-RENT (7368)




### TALLERES COMUNITARIOS DEL PROGRAMA DE RENTA DE LA CIUDAD DE RICHMOND

#### Navegando el Proceso de Desalojo en la Ciudad de Richmond

Enfocado en los Inquilinos	Enfocado en los Proprietarios
<p>sábado, 28 septiembre 2019 10:00 AM - 12:00 PM Sala del Concllo de la Ciudad 440 Civic Center Plaza Richmond, CA 94804</p>	<p>sábado, 26 octubre 2019 10:00 AM - 12:00 PM Sala del Concllo de la Ciudad 440 Civic Center Plaza Richmond, CA 94804</p>

Estos talleres están diseñados para Inquilinos y Proprietarios que desean aprender más sobre el proceso de desalojo en la Ciudad de Richmond y los requisitos de la Ordenanza de Richmond para la Renta Justa, Causa Justa para el Desalojo y Protección del Propietario.

Temas para dialogo incluyen:

<ul style="list-style-type: none"> <li>• Requisitos para Causa Justa de Desalojo</li> <li>• Resumen de la Ordenanza de Reubicación</li> <li>• Pagos de Reubicación</li> </ul>	<ul style="list-style-type: none"> <li>• Proceso de demanda de desalojo</li> <li>• Resumen de Códigos Civiles Importantes de California</li> <li>• Requisitos para Declaración de Aviso</li> </ul>
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Espacio limitado - confirme su asistencia hoy:  
<https://rentprogram.eventbrite.com>  
[richmondrent.org/workshops](http://richmondrent.org/workshops)  
 rent@cl.richmond.ca.us  
 (510) 234-RENT (7368)




## Cops and Goblins Fest at Richmond Police Department

Get your costumes ready and join us for the first ever "Cops and Goblins Fest". On October 26<sup>th</sup>, from 11:00 A.M. - 1:00 P.M., we will be opening our doors for a safe and fun Trick-or-Treat experience. We invite all of you to come down and walk through our decorated office. We will have lots of candy and a yummy hot dog lunch! The decorations are coming along nicely. Check out this [video](#) that shows our progress.



### **Grand Opening of the Fitness Zone at Martin Luther King, Jr. Park**

Join us to celebrate the opening of the Fitness Zone at Martin Luther King, Jr. Park and preview the Richmond Wellness Trail.

The Trust for Public Land and City of Richmond, in partnership with Groundwork Richmond, Rich City Rides, and The Watershed Project, are hosting an event for the Richmond community to celebrate a new fitness area that was just completed and learn about a green, bicycle-pedestrian corridor that we are planning.

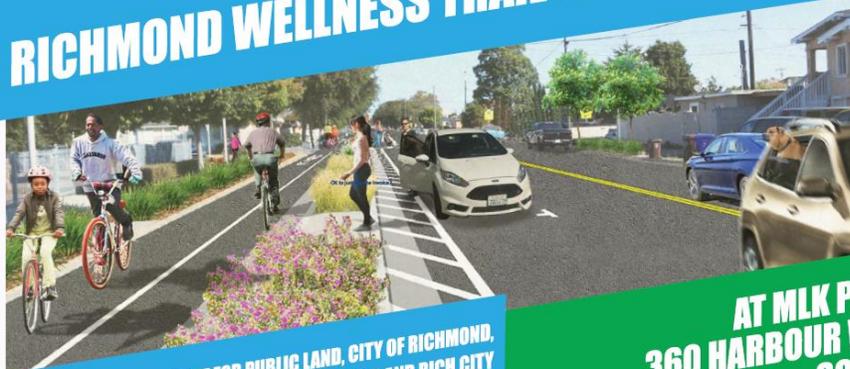
**Sunday, October 27, 2019, 10:00 A.M. -1:00 P.M.**  
**Marina Way South at Virginia Avenue**

The Fitness Zone was generously funded by grants from Kaiser Permanente Northern California, the California Department of Housing and Community Development Housing-Related Parks Program, and in kind contributions from The Trust for Public Land. The Richmond Wellness Trail is being generously funded by an Urban Greening Grant from the California Natural Resources Agency, Kaiser Permanente Northern California, Hellman Foundation, in kind contributions from The Trust for Public Land, and the City of Richmond.

All are welcome. There will be food and music!

**SUNDAY  
OCT 27, 2019, 10am-1pm**

# **RICHMOND WELLNESS TRAIL & FITNESS ZONE**



**JOIN THE TRUST FOR PUBLIC LAND, CITY OF RICHMOND, GROUNDWORK RICHMOND, THE WATERSHED PROJECT, AND RICH CITY RIDES TO CELEBRATE THE OPENING OF THE FITNESS ZONE AT MLK PARK AND PREVIEW THE RICHMOND WELLNESS TRAIL. ALL WELCOME! FOOD AND MUSIC!**

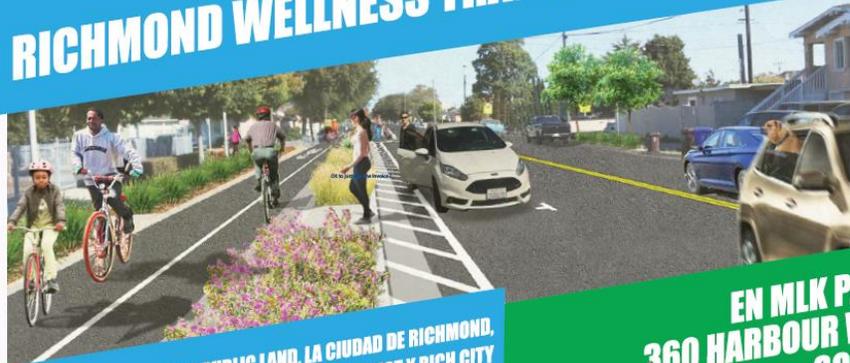
**AT MLK PARK  
360 HARBOUR WAY  
SOUTH**

FOR MORE INFORMATION, VISIT  
[tpl.org/our-work/richmond-wellness-trail](http://tpl.org/our-work/richmond-wellness-trail)



**DOMINGO  
27 DE OCTUBRE, 2019, 10am-1pm**

# **RICHMOND WELLNESS TRAIL & FITNESS ZONE**



**ÚNASE A THE TRUST FOR PUBLIC LAND, LA CIUDAD DE RICHMOND, GROUNDWORK RICHMOND, THE WATERSHED PROJECT Y RICH CITY RIDES PARA CELEBRAR LA APERTURA DEL ÁREA DE EJERCICIO EN MLK PARK Y VER UNA VISTA PREVIA DEL RICHMOND WELLNESS TRAIL. ¡TODOS BIENVENIDOS! ¡COMIDA Y MÚSICA!**

**EN MLK PARK  
360 HARBOUR WAY  
SOUTH**

PARA MÁS INFORMACIÓN VISITE  
[tpl.org/our-work/richmond-wellness-trail](http://tpl.org/our-work/richmond-wellness-trail)



## The Best Time Ever! – A Main Street Celebration

The Richmond Main Street board of directors invites you to The Best Time Ever! - A Main Street Celebration on November 7, from 6:00 P.M.-9:00 P.M. at CoBiz (1503 Macdonald Avenue).

Join us as we bid farewell to long-serving Executive Director Amanda Elliott, acknowledge the outstanding accomplishments of the organization under her leadership, and welcome a new chapter for Richmond Main Street. Food, wine, music, community, and fun! Specialty appetizers by Roux, a Richmond Food Hall restaurant. No host bar featuring our famous Main Street Margaritas, wine, and more.

Tickets are now on sale: General - \$40, Legacy - \$50 (includes limited edition RMSI wine glass).

Proceeds benefit Richmond Main Street and the revitalization of Downtown Richmond.

Learn more about Amanda's tenure at Richmond Main Street at [www.RichmondMainStreet.org](http://www.RichmondMainStreet.org).

Purchase tickets at [www.eventbrite.com](http://www.eventbrite.com).

For more information, contact Alicia: [outreach@richmondmainstreet.org](mailto:outreach@richmondmainstreet.org) or (510) 236-4049

Richmond Main Street Board of Directors invites you to

# The Best Time Ever!

A Main Street Celebration



Join us as we bid farewell to long-serving Executive Director Amanda Elliott & welcome a new chapter for Downtown and Richmond Main Street.

**General: \$40 Legacy: \$50**  
Specialty appetizers by Roux. No host bar featuring Main Street Margaritas, wine & more. Legacy ticket includes limited edition wine glass.

**November 7  
6pm-9pm  
CoBiz**

Get Tickets & More Info  
[RichmondMainStreet.org](http://RichmondMainStreet.org)  
(510) 236-4049

Join Us Downtown  
1503 Macdonald Ave  
Richmond, CA 94801

### 3. **Acknowledgements**

#### **Job Well Done, Alex!**

Alex Knox, Mayor Tom Butt's Chief of Staff, is leaving the Mayor's Office after nearly five years of service. Alex managed Mayor Butt's mayoral campaign in 2014 and joined the staff when in January 2015. He has done an outstanding job as a city servant, and he will be sorely missed. Alex will be replaced with Christopher Whitmore, a Richmond native and formerly the Director of Policy and Strategy in the Mayor's Office from 2016-2018.



## **Kudos to Officer Lal**

Officer Lal is fairly new to the Richmond Police Department and has been very proactive in his policing. In fact, Officer Lal had his first firearm recovery last week. He was congratulated by his teammates for his outstanding performance in taking another gun off the street. Join us in thanking Officer Lal for his hard work and dedication to the city of Richmond.



## **4. City Clerk's Office**

### **Consider Voting By Mail**

The Contra Costa County Elections Division is reaching out to voters who are currently registered as polling place voters. They are encouraging voters to consider the merits of requesting their ballot at home, as this may be a more convenient option for you. Part of the reason they are reaching out is that there is a new state law that took effect beginning this year that no longer requires postage for return ballot envelopes. Contra Costa County also has close to 40 ballot drop off boxes available countywide, including a dozen that will be available on a 24/7 basis. A permanent ballot drop off box will be located at Richmond City Hall - 450 Civic Center Plaza nearest the City Council Chambers parking lot.

Receiving your ballot by mail provides individuals with more flexibility than having to go to your set neighborhood polling place on just one day. It also allows individuals to vote comfortably wherever they choose and gives them more time to study the issues on increasingly-complex ballots at their leisure. There are a variety of ways to return a completed ballot envelope, including dropping it off at neighborhood polling place on Election Day.

The Contra Costa County Elections Division has made it easy to switch. Simply send an email to [Ballot@vote.cccounty.us](mailto:Ballot@vote.cccounty.us). Subject: "I want to Vote By Mail." Please include your Name, Date of Birth, Residential Address and Mailing Address in the body of the email. You can also call the Contra Costa County Elections Division at (925) 335-7800 to make your request over the phone.

### **Legislative History**

The City's legislative history including minutes, resolutions, ordinances, meeting content, and other important records, dating back to 1905, are available online at: <http://sireweb.ci.richmond.ca.us/sirepub/docs.aspx>.

### **Apply for Your U.S. Passport at Richmond City Hall!**

The City of Richmond City Clerk's Office is accepting passport applications on behalf of the United States Department of State. United States citizens planning international travel may apply for their passport at 450 Civic Center Plaza, Suite 300, during the following hours by appointment only:

Monday: 10:00 A.M. to 4:00 P.M.

Wednesday: 10:00 A.M. to 4:00 P.M.

Friday: 10:00 A.M. to 2:00 P.M.

(Closed 12:00 P.M. to 1:00 P.M. – days of operation only)

You **must** call **(510) 620-6786** to schedule **all** appointments.

Drop-in hours are also available on:

Thursdays: 9:30 A.M. to 12:00 NOON

Bring all required documents and complete all forms before your appointment. Drop-ins will be seen on a first come, first serve basis.

Please recognize that the area is an operational executive office, and a quiet zone.

For application forms, information on documentation required, fees, and a wealth of other passport and international travel information, visit the only official website for passport information – [travel.state.gov](http://travel.state.gov).

For more information about the City of Richmond Passport Acceptance Facility, please visit <http://www.ci.richmond.ca.us/passports>.



## 5. **City Manager's Chronicles**

### **Let's Get (Re)Organized!**

Many of you, by now, have heard the story about how, in the first minutes of my first day on the job, I asked for a copy of the City's organization chart and was surprised to receive a diagram with twenty-one people and departments reporting to the Richmond City Manager. There were so many positions on the diagram that they literally ran off the right edge of the 11"x17" page!

Figuring it was a mistake, I handed the chart back and said, perhaps a little too stridently, "This isn't what I want; I'm looking for the *organization chart* that shows how many *people and departments* report *directly* to the city manager."

At which point Irene paused for a moment before saying, in a very deadpan voice, "Steve, that *is* the city's organization chart. Twenty-one people report to you."

My first thought was: That's too many! Given the awesome demands that most city managers face – balancing budgets, responding to the public, analyzing services, keeping councilmembers happy, doing quality control checks -- it's a challenge to find time to supervise more than a handful of employees, let alone a couple dozen. And let's be clear: every employee deserves a good supervisor who sits down with them weekly or sometimes even daily to check-in, give them direction, coach them on how to improve, and listen to their concerns. That's impossible with twenty-one direct reports. In fact, given my busy schedule, it took me, literally, weeks before I individually met with each one. That's just wrong.

Common theory and wisdom these days is that managers should have between five and ten subordinates. When we surveyed other cities around the Bay Area, we learned that most are organized into eight or nine departments, with several divisions under each department head. This is the so-called “best-demonstrated practice” in local government today.

And so it was that, on my second or third day in Richmond, I concluded that this would be a project I would work on during my five or six month interim tenure: reorganizing the City’s departments in a rational way that incorporates the opinions of employees and respects Richmond’s history and culture, with a goal to have a total of about eight departments. It’s been a six week journey, and along the way we’ve convened more than ten meetings on the matter with management and union leaders, and worked through four different iterations of a new organization chart. We received more than twenty-five written comments for improving the chart, all of which were helpful and made the final product better.

By the end of the process we landed on these eight departments:

- Economic Development
- Police
- Fire
- Library and Community Services
- Public Works
- Information Technology
- Community Development
- Internal Services

I’ll be presenting the reorganization plan to the City Council at its meeting next Tuesday night, October 22. If you’re interested, you can view the same detailed PowerPoint presentation that the Council will see next week [here](#).

## 6. **City Manager’s Office**

### **All Richmond Residents Invited to Participate in 2019 Survey Online**

Every two years since 2007, the City of Richmond conducts a community survey to help the City evaluate services, measure resident satisfaction with current services, and to help plan for Richmond’s future.

During the months of July and August 2019, 3,000 randomly selected households were asked to participate in the 2019 Richmond Community Survey. Residents who received a mail survey are encouraged to complete and return it as soon as possible or complete the survey online using the URL provided in the cover letter attached to your mail survey.

Richmond residents not randomly selected to participate in the survey still have an opportunity to have their opinions heard. The community-wide version of the survey

is now available online at <http://bit.ly/2019richmond> in Spanish and English. The deadline to participate in the online opt-in survey is **Monday, November 4, 2019**.

Resident participation in the survey is very important and we look forward to hearing from you! Contact (510) 620-6828 if you have any questions or need a paper copy of the survey.



### **Transportation Services Division Updates**

Are you interested in learning more about what services the City of Richmond's Transportation Services Division is working on for you?

Subscribe to receive updates: <http://www.ci.richmond.ca.us/list.aspx?ListID=374>  
Or Go To: <http://www.ci.richmond.ca.us/2876/Transportation>



### **City of Richmond and Gotcha Mobility announce Richmond's First Bike Share Program**

With support from Metropolitan Transportation Commission (MTC) funds, the City of Richmond's Transportation Division and Gotcha Mobility will launch the first public bike share system in Richmond. Bike share is a service that provides bicycles for short term-use for a fee. Richmond residents and visitors will have access to 250 electric assist bikes at 25 stations within the city, available for 24/7 use.

Launching later this year, the bike share system in Richmond will provide a seamless addition to the local and regional transportation network connecting residents, businesses, visitors to jobs, services, and the community. Bike share will enhance public access to destinations; expand mobility options for low income residents, especially with the provision of subsidized memberships for income-eligible residents; improve public health through increased physical activity and

reduced greenhouse gas emissions and other pollutants; and support community growth through safer, more vibrant streets.

Gotcha Mobility is a mobility-as-a-service (MaaS) company offering sustainable micro-transit products –100% electric ride share, bike share, electric scooters, and trikes. Gotcha helps communities lead happier, more productive lives through alternative forms of transportation and is committed to being the City of Richmond's mobility partner. Gotcha invests in communities by having local operations that include local staff. Below are full time positions with benefits which are currently open:

- **Partner Experience Manager** (overall account lead):  
<https://recruiting.paylocity.com/Recruiting/Jobs/Details/132182>
- **Regional Community Manager** (focused on marketing, community engagement, ridership, and performance-based KPIs):  
<https://recruiting.paylocity.com/Recruiting/Jobs/Details/132172>
- **Operations Manager** (mechanically-inclined and responsible for managing day-to-day operations of Richmond's system; will hire and manage a full fleet team to oversee repairs and rebalancing):  
<https://recruiting.paylocity.com/Recruiting/Jobs/Details/132150>
- **Rider Experience Coordinator** (extension of Gotcha's customer support team – the first on the west coast!) The REC will be located in Richmond:  
<https://recruiting.paylocity.com/Recruiting/Jobs/Details/140873>

To learn more about Gotcha visit <https://ridegotcha.com/>  
For questions, please contact Misha Kaur at (510) 620-6797.



### **Richmond Ferry to Bridge to Greenway Complete Streets Plan Community Survey**

Transportation Services needs your feedback to provide valuable local and regional connections for people walking and bicycling to the new Richmond Ferry Terminal, the upcoming Richmond-San Rafael Bridge multi-use path, and the Richmond

Greenway. The survey is available [online](#) or via text. Simply text the word “active” to (510) 900-5861 to participate.

**HELP IMPROVE TRANSPORTATION OPTIONS IN RICHMOND!**

**RICHMOND FERRY TO BRIDGE TO GREENWAY COMPLETE STREETS PLAN**

**WHAT IS THE FERRY TO BRIDGE TO GREENWAY COMPLETE STREETS PLAN?**

The Plan is an exciting opportunity to provide valuable connections for people bicycling and walking to the new Richmond Ferry, the upcoming Richmond-San Rafael Bridge multi-use path, and the Richmond Greenway. These new connections will have regional significance, connecting three counties (San Francisco, Contra Costa and Marin) together for the first time with pedestrian and bicycle facilities.

The Plan will incorporate abundant local community input, with creative engagement intended to bring a wide variety of voices to the planning process.

**RICHMOND AREA COMMUNITY BASED TRANSPORTATION PLAN**

**WHAT IS THE RICHMOND AREA COMMUNITY BASED TRANSPORTATION PLAN?**

The Richmond Area Community Based Transportation Plan (CBTP) is an opportunity to improve transportation options and quality of life for neighborhoods in parts of Richmond, San Pablo, and El Cerrito.

The Plan will bring residents, community organizations and transportation agencies together to identify transportation challenges and develop workable solutions. The CBTP will evaluate transportation gaps and barriers identified by the community, develop solutions & projects to address challenges, and identify possible funding sources to pay for these solutions & projects.

**GET INVOLVED!**

**TAKE A SURVEY:** Text “active” to (510) 900-5861 or take the survey from the project website.

**VISIT THE WEBSITE:** Learn more about the project and upcoming events, and sign up to receive project updates!

[ferry2bridge2greenway.com](http://ferry2bridge2greenway.com)

**I WANT TO HEAR MORE ABOUT THE CBTP! HOW DO I STAY INFORMED?**

A project webpage is currently under development, so check out [www.ccta.net](http://www.ccta.net) soon to learn more about the project and upcoming events!

## **RAPID (R-Transit with Lyft) Workshop**

The City of Richmond’s R-Transit program provides safe and reliable transportation to persons with disabilities and seniors (age 55 and older).

**Service area:** Program registrants can travel to any destination between the cities of Richmond, El Sobrante, San Pablo, North Richmond, Kensington, and Pinole. The cost of a one-way trip booked in advance is \$4.00, and same-day reservations are \$5.00 one way.

To qualify for R-Transit, applicants must meet two eligibility requirements:

1. Residency: applicant must be a resident of any of the following cities: Richmond, Kensington, El Sobrante, unincorporated communities of East Richmond Heights, Hasford Heights, Rollingwood, or North Richmond.
2. Age/disability: applicant is age 55 or older OR between the ages of 18-54 and has a disability.

Fill out an application: online at [www.rtransit.com](http://www.rtransit.com) , [print the application here](#), or call (510) 307-8026 to request an application by mail.

RAPID: R-Transit with Lyft offers R-Transit clients a subsidy to use Lyft in the service area.

The R-Transit program's newest addition, RAPID, offers R-Transit clients a subsidy to use Lyft (24/7) for on demand trips in the R-Transit service area. RAPID also offers a subsidy to travel to and from the Contra Costa Regional Medical Center and Veterans hospital in Martinez, CA. R-Transit clients pay the first \$3.00 of each one way trip in the service area, and the subsidy will cover the next \$17.00 of the trip. If the total cost of the trip exceeds \$20.00, the client is responsible for the overage.

To use the RAPID service, you must first [complete an application for R-Transit service](#); have a smart phone, credit/debit card, and a registration and waiver of liability form on file.

R-Transit will host RAPID workshops the 3<sup>rd</sup> Monday of each month for the remainder of 2019. Workshops will be held at the Richmond Senior Center located at 2525 Macdonald Avenue, Richmond from 9:00 A.M. to 12:00 NOON. The workshops will provide in depth information about the new service and one-on-one assistance with downloading the Lyft mobile application, setting up an account, and requesting rides.



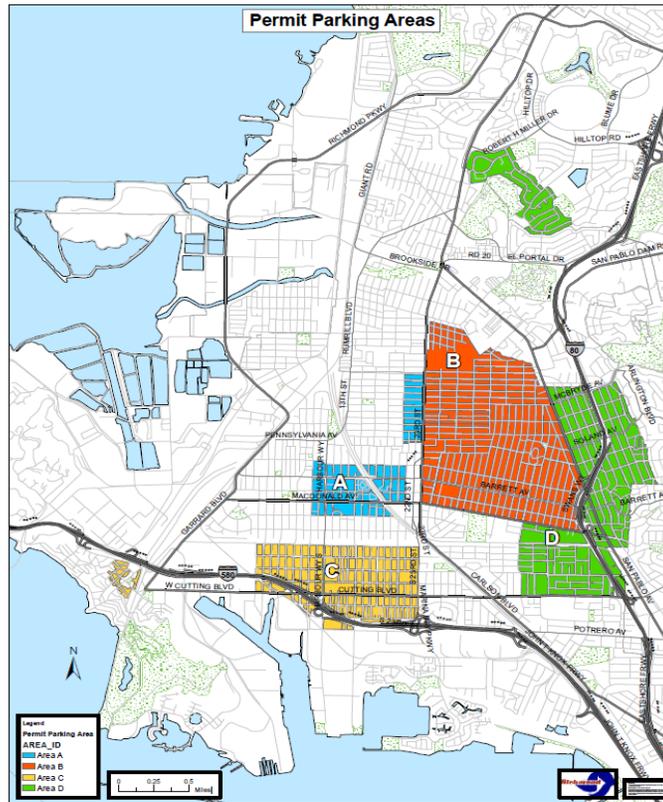
### **Residential Permit Parking Available**

The Neighborhood Permit Parking (NPP) program was created in Richmond to reduce traffic in residential areas, to protect those areas from the environmental impacts of commuting, and to allow parking access to properties. Non-permit holders may continue to park daily on a time restricted basis within the NPP areas.

If you live in an area that has already opted into the program, you are eligible to obtain a permit online: <https://richmond.getapermit.net> or in person by appointment through Transportation Services. Residents living within any of the highlighted areas on the Permit Parking Map must first submit a signed petition to "Opt In" to participate in the program.

For more information and to download forms, please go to: <http://www.ci.richmond.ca.us/3329/Parking-Management-Services>, call

Transportation Services at (510) 621-1718, or email:  
[RichmondParking@ci.richmond.ca](mailto:RichmondParking@ci.richmond.ca).



### **Free Green Waste Kitchen Pail**



Richmond residents that subscribe to compost services may pick-up a free kitchen pail at the West Contra Costa Household Hazardous Waste (HHW) Facility or Richmond City Hall.

[West Contra Costa County Household Hazardous Waste \(HHW\) Facility](#)

101 Pittsburg Avenue  
Richmond, CA 94801  
Wednesday through Saturday

9:00 A.M. - 4:00 P.M. (Closed Noon - 12:30 P.M.)

For more information about this and additional solid waste programs available to Richmond residents, please visit: [www.richmondenvironment.org](http://www.richmondenvironment.org)

**Recycling Tip of the Month**



**7. Finance Department**

**Open Requests For Bids/Request For Proposals**

Department	Project	Date Due
Water Resource Recovery	Wastewater treatment plant seismic analysis project for City of Richmond, CA	10/24/19
Human Resources Management	DOT and pre-employment physical exams, drug testing, immunizations and TB testing.	10/25/19
DIMO	Tennis Court Resurfacing	10/31/19
Finance	Financial Advisor Services (IRMA)	11/8/19

**October 2019 Business License Filings**

The Finance Department is reporting that there were a total of 49 new Business License filings in the month of October 2019, with 240 jobs created as a result.

Company	Business Type	Emp	Start Date
Future Staffing	Home Based	1	12-Sep-19
Kiera Levine & Ana Rodriguez	Rental Property	1	12-Sep-19
Easton Malloy Inc	Manufacture	50	16-Sep-19

Richmond Cafe, Llc Fresh & Natural	Restaurant	6	16-Sep-19
Decorationize Llc	Professional Svs	1	19-Sep-19
Hilario Badillo	Peddler/Solicitor	1	23-Sep-19
Sandyvel Alvardo	Peddler/Solicitor	1	23-Sep-19
Envg Cleaning Technology Solutions	Home Based	1	26-Sep-19
J&E Auto Repairs Inc	Auto Body Shop	3	30-Sep-19
Lisa Ellis	Rental Property	1	06-Sep-19
Tianyi He & Alvin Wong	Rental Property	0	04-Sep-19
Social Good Fund/Safe Return Project	Nonprofit Org	7	05-Sep-19
Monsen Energy Consulting Group, Llc	Consultant		05-Sep-19
Ruby's Cleaning	Janitorial Svs	1	05-Sep-19
Carl Weinstein Cpa, P.C.	Accountant	1	06-Sep-19
Law Offices Of Sara R. Diamond	Legal Svs		10-Sep-19
Rosa's Cleaning Services	Janitorial Svs	1	11-Sep-19
G.O. Blessing Construction, Inc.	Contractor	2	16-Sep-19
Carniceria Jalpa	Meat Market	1	16-Sep-19
10,000 Hrs Of Music/Rich City Studios	Recording	1	16-Sep-19
Ever-Clean Building Maintenance	Janitorial Svs	1	16-Sep-19
Starlight Home	Professional Svs	1	19-Sep-19
Ceron Heating & Cooling	Contractor	1	19-Sep-19
Peter Bonneau, Pe Structural Design	Engineering Svs	1	20-Sep-19
Ashwin Jacob Mathew	Rental Property	0	23-Sep-19
Lara & Vincent Korta Community Property	Rental Property	0	23-Sep-19
Gemini-Hoarding Services & Estate Clean	Handyman	1	23-Sep-19
Regal Security Company	Security Guard/Patrol	1	23-Sep-19
Ua Mobile Wash	Professional Svs	1	24-Sep-19
La Bendicion	Peddler/Solicitor	1	24-Sep-19
Elite Family Vacations	Travel Agency	1	25-Sep-19
Quintanilla Builders, Inc.	Contractor	1	26-Sep-19
Henry Liu - Hara Investment Llc	Rental Property	0	26-Sep-19
Braids Are A Girl's Best Friend Llc	Beauty Salon	1	27-Sep-19
Velvet Wax Room	Professional Svs	1	27-Sep-19
R & D Landscaping	Landscape Svs	1	30-Sep-19
Veromundo	Internet Sales	1	30-Sep-19
Martha Olga Bowles	Peddler/Solicitor	1	20-Sep-19
Francisco Maldonado Arias	Rental Property	0	03-Sep-19
Kari Chinn	Rental Property	0	03-Sep-19
Verizon Wireless By Cellco Partnership	Retail	1	05-Sep-19
Caroline Lee Smith	Rental Property	0	05-Sep-19
Caroline Nguyen	Nail Salon	1	10-Sep-19
Nicholas W Irving	Airbnb: Vacation Rentals	1	19-Sep-19
Julia Edwinson	Rental Property	0	27-Sep-19
We Rise Nursing Services	Medical Office	1	27-Sep-19
Brittanica Holdings Llc	Rental Property	0	25-Sep-19
Dany's Club	Consultant	1	04-Sep-19
Palm Halal Restaurant	Restaurant	1	13-Sep-19

## 8. **Fire Department**

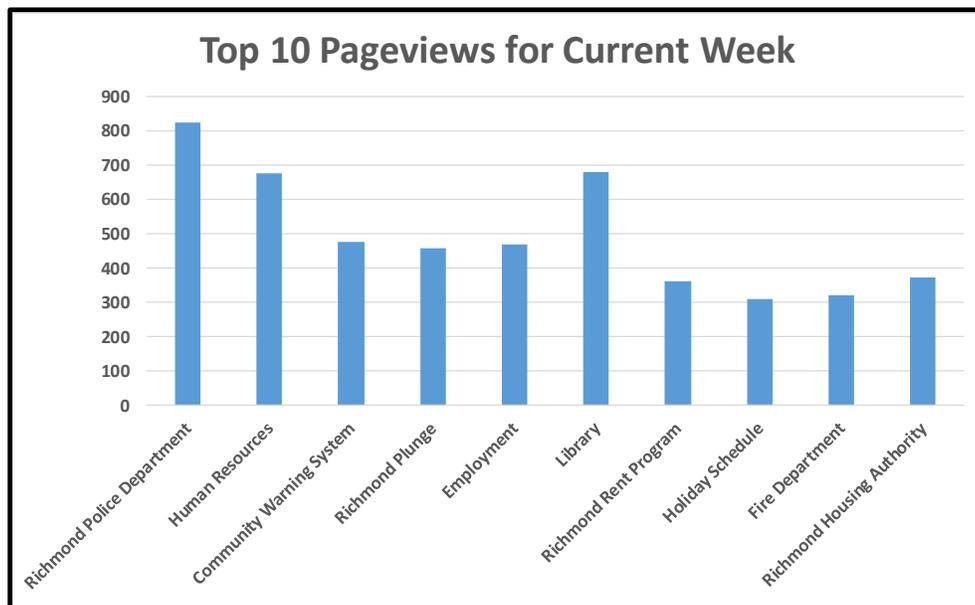
### **Utility 61 (U61) has arrived at the Richmond San Rafael Bridge**

The Bay Area Toll Authority (BATA) in cooperation with California Department of Transportation (CALTrans) has purchased a utility task vehicle (UTV) for the Richmond Fire Department to better transport patients for emergency responses on the new pedestrian/bike path on the Richmond San Rafael Bridge. The date to open the new path has been tentatively set for November 16<sup>th</sup>. A vehicle orientation will commence the week of October 14<sup>th</sup>. The vehicle will be housed at the toll plaza.



## 9. **Information Technology**

### **Website Statistics for the week of October 18, 2019**



Post reached increased by 66%  
Post engagement increased by 176%

**KCRT DATANET OF THE WEEK**

### Summer Weekend Ferry Service

The trial service is now running on weekends throughout the months of August, September and October and the first weekend of November

View the schedule  
[SanFranciscoBayFerry.com/richmond](http://SanFranciscoBayFerry.com/richmond)



### Richmond Rent Program Community Workshops

Navigating the Eviction Process in Richmond  
(Landlord-focused Workshop)

**Next Meeting:**  
Saturday, October 26, 2019  
10AM -12PM  
Richmond City Council Chambers

For more Info: (510) 234-RENT  
[RichmondRent.org](http://RichmondRent.org)



 **RICHMOND ART CENTER** This Richmond Art Center exhibition examines personal expression through the medium of the motorcycle



## Countersteer

Custom Motorcycles as Self-Expression

**Exhibition Dates: September 10 – November 22, 2019**



## 10. **Infrastructure and Maintenance Operations (DIMO)**

### **Facilities Maintenance**

Stationary Engineers performed daily pool maintenance, daily Civic Center Plaza boiler inspections, repaired the dishwasher at Fires Station #64, replaced the sink in the men's restroom at the Police Department, cleared drains at Fires Station #68, fixed the air conditioner in the Dispatch server room, repaired a leak on the air conditioning unit at 450 Civic Center Plaza, replaced the fire extinguisher in the elevator mechanical room of the auditorium and repaired a leaking drinking fountain.



*Sink Replacement*

Utility workers installed a new rug and couch in the lobby of 450 Civic Center Plaza on the 2<sup>nd</sup> Floor, deep cleaned and disinfected the entrance to the Main Library, set up meeting rooms and serviced 30 city-owned facilities.



*Carpet and Couch Installation*

### **Parks and Landscaping**

General fund crews performed pest control at multiple parks, weeded and trimmed four parks, removed fallen pine needles from Cottage Avenue, cleaned up debris left by homeless on 13<sup>th</sup> Street and Macdonald Avenue, irrigation repairs at Veteran's Park, installed irrigation materials for the Humphrey Park project, removed graffiti at Nicholl Park, weeded and trimmed 35<sup>th</sup> Street and Ohio Avenue and weeded the right-of-way on Tewksbury Avenue and Maine Street .



*13<sup>th</sup> Street Clean-Up*



*Pine Needle Removal*

Hilltop District crews continued general maintenance around the business area, completed the Hilltop Drive median project, weeded the Richmond Parkway medians from the causeway to Hilltop Drive, as well as maintenance and pruning on Hilltop Drive from Robert Miller Drive to Hillview Drive.

Marina District crews removed a large branch from Marina Bay Park, trimmed shrubs at the bayside entrance of the Bayside Trail, repaired irrigation on the Bay Trail and Shimada Park, mowed all parks, emptied trash receptacles, weeded near the Bay Trail tennis courts as well as along Regatta Boulevard and Marina Way South.



*Bay Trail Maintenance*

## **11. Planning Department**

### **Apply for CENSUS 2020 Mini-Grant Program “Count me in Richmond”**

The City of Richmond is accepting applications for the [Census 2020 Mini-Grant Program “Count me in Richmond”](#) to support local residents and organizations working to engage and promote the participation of all Richmond and North Richmond residents in the 2020 Census. The City seeks to fund grantees that are committed to ensuring a complete count of residents with an emphasis on hard-to-reach populations (unhoused, low income, people of color, immigrants, non-English speakers, and/or children under 5 years old).

Grant applications must be submitted by **November 18, 2019 at 5:00 P.M.** via email to [beatriz\\_querrero@ci.richmond.ca.us](mailto:beatriz_querrero@ci.richmond.ca.us), or by mail to:

Attn: Beatriz Guerrero  
Planning and Building Services Department  
450 Civic Center Plaza, 2<sup>nd</sup> floor  
Richmond, CA 94804

Please apply and share the [Census 2020 Mini-Grant Program “Count me in Richmond”](#) with all local residents, organizations, school groups, neighborhood councils, businesses, and coalitions working on Census 2020 outreach and awareness. The mini-grant amounts range between \$300 and \$3,000.

Eligible mini-grant program activities include:

- Informational and educational events or workshops
- Canvassing or campaigns to raise awareness and provide information
- Other creative actions to increase participation in Census 2020

For more information about the City of Richmond’s Census 2020 Mini-grant program, visit [www.ci.richmond.ca.us/censusminigrants](http://www.ci.richmond.ca.us/censusminigrants) or contact Beatriz Guerrero at (510) 620-6888 or by email at [beatriz\\_guerrero@ci.richmond.ca.us](mailto:beatriz_guerrero@ci.richmond.ca.us).



The flyer is divided into three main sections. The top left is an orange box with the text 'APPLICATION OPEN!' in large white letters, followed by 'DEADLINE NOVEMBER 18, 2019 BY 5 P.M.' and the website 'http://www.ci.richmond.ca.us/censusminigrants'. The top right features the 'Count Me In Richmond' logo, which includes a red checkmark in a circle, the word 'Richmond' in a stylized font, and the 'United States Census 2020' logo. The bottom section is a large blue box with the title 'Census 2020 Mini-grant Program' in white. Below the title, it lists the objective, funding focus areas (informational events, canvassing, and creative actions), eligibility criteria (residents, organizations, school groups, neighborhood councils, businesses, and coalitions), and the mini-grant amount (from \$300 to \$3,000).

**APPLICATION OPEN!**

**DEADLINE NOVEMBER 18, 2019 BY 5 P.M.**

<http://www.ci.richmond.ca.us/censusminigrants>

**Count Me In** 

**Richmond** 

United States  
**Census 2020**

**Census 2020  
Mini-grant Program**

**Objective:** Provide funding to support local residents and organizations working to engage and promote the participation of all Richmond and North Richmond residents in the 2020 Census with an emphasis on hard-to-reach populations (unhoused, low income, people of color, immigrants, non-English speakers, and/or children under 5 years old).

**Funding focus areas:**

- Information and educational events or workshops
- Canvassing or campaigns to raise awareness and provide information
- Other creative actions to increase participation in Census 2020

**Who is eligible for funding:** Residents, organizations, school groups, neighborhood councils, businesses and coalitions.

**Mini-grant amount:** From \$300 to \$3,000.

FOR MORE INFORMATION CONTACT: [BEATRIZ\\_GUERRERO@CI.RICHMOND.CA.US](mailto:BEATRIZ_GUERRERO@CI.RICHMOND.CA.US)

**¡APLICACIÓN ABIERTA!**  
**HASTA EL 18 DE NOVIEMBRE, 2019 A LAS 5 P.M.**  
<http://www.ci.richmond.ca.us/censusminigrants>

**CUÉNTAME EN**

**Programa de Mini-fondos para el Censo 2020**

**Objetivo:** Proveer fondos para informar, educar, divulgar y promover la participación de poblaciones difíciles de contar (personas sin hogar, de bajos ingresos, de color, inmigrantes, personas que no hablan inglés y/o niños menores de 5 años) a fin de asegurar que todas las personas residentes de la Ciudad de Richmond y North Richmond sean contadas en el Censo 2020.

**Áreas donde se pueden usar los fondos:**

- Talleres y eventos educativos o informativos
- Volanteo o campañas para brindar información
- Otras propuestas creativas para crecer la participación en el Censo 2020

**Quién puede obtener los fondos:** Residentes, organizaciones, grupos de escuelas, consejos vecinales, negocios o coaliciones.

**Fondos:** Desde \$300 hasta \$3,000 dólares.

PARA MAYOR INFORMACIÓN, ESCRIBE A BEATRIZ\_GUERRERO@CI.RICHMOND.CA.US

## 12. Police Department

### North Richmond Shoreline Festival

Check out our Richmond Police Explorers. This past weekend, our explorer spent their weekend at the North Richmond Shoreline Festival. It was a great day of community engagement and live music. The explorers passed out informational materials.



## **Bath Time for Cash**

The Richmond Police Department's K9 Officer Khalfan giving his partner, Cash, a good bath after a hard week of work.



## **13. Richmond Promise**

### **Become a Richmond Promise Mentor!**

Interested in supporting a Richmond student through college? Richmond Promise is expanding its mentorship program and seeking individuals who can support our Scholars in their academic, personal, and career success.

Building on the success of our 2018-19 mentor pilot program, we aim to match mentors and mentees for the 2020-21 academic year. This goal is dependent on mentee/mentor interest and mutual fit.

The time commitment for mentors is approximately one hour per month starting in August 2019 with a minimum of a one-year commitment. If the mentee is based outside of the Bay Area, the interaction will be virtual.

If you're interested, please complete the mentor interest form at [bit.ly/RichMentor20](https://bit.ly/RichMentor20)

For questions, email [bquarles@richmondpromise.org](mailto:bquarles@richmondpromise.org)



### **Support the Richmond Promise at Promisenet 2019!**

The [Richmond Promise](#), is thrilled to be hosting the [PromiseNet 2019](#) national conference in partnership with [Contra Costa Community College District](#) and [UC Berkeley Division of Equity and Inclusion](#).

The two-day conference, Bridges to Opportunity, held November 4<sup>th</sup> & 5<sup>th</sup> at UC Berkeley, will build on more than a decade of [PromiseNet](#) convenings and bring together hundreds of mission-aligned education and civic leaders, policy makers, practitioners, philanthropists, and researchers from across the country. Among many highlights, Mayor Butt will join regional Mayor's including Mayor Libby Schaaf of Oakland, in the featured Day 1 plenary "Cities of Promise" moderated by the former Governor of Michigan, Jennifer Granholm.

Since the first PromiseNet was held in Kalamazoo in 2008 these gatherings have sparked ideas, energy and action to strengthen and build the Promise movement. We anticipate 400-500 attendees, including regional Promise initiatives such as Berkeley, Oakland, San Francisco, Stockton, and Richmond that collectively support thousands of Bay Area students through post-secondary degrees and into the workforce each year.

We hope to have strong Richmond and West County representation. [Listen to this message from our Scholars](#), and confirm your spot and [RSVP Today!](#)



**November 4 - 5, 2019**

University of California, Berkeley

[www.promisenet.net](http://www.promisenet.net)

**Interested in learning more about our 2019-20 Scholarship Application?**

If you are interested in applying or learning more about the 2019-20 Richmond Promise Scholarship, please fill out the [form](#) or find it at [bit.ly/RPInterestForm](http://bit.ly/RPInterestForm). Completing this form will allow us to determine your eligibility & provide us with your contact information to remind you of key deadlines, events and workshops at your school!

***\*THIS IS NOT THE RICHMOND PROMISE SCHOLARSHIP APPLICATION. YOU MUST SUBMIT A COMPLETED APPLICATION BY THE ESTABLISHED DEADLINE IN ORDER TO BE CONSIDERED FOR THE SCHOLARSHIP. APPLICATION WILL OPEN DECEMBER 2019.***

**YOU ARE  
THE PROMISE!**

**APPLY FOR THE RICHMOND PROMISE  
SCHOLARSHIP!**



- Are you a resident of Richmond or North Richmond?
- Will you graduate from a public, private, or charter school within the WCCUSD boundaries?
- Did you attend any school within the WCCUSD boundaries since the 9th grade?
- Will you complete your FAFSA/CA Dream Act Application by March 2?

Receive \$1,500 each year and extra college support!



Interested in learning more?  
Scan QR code or visit us @  
[bit.ly/RPInterestForm](https://bit.ly/RPInterestForm)



Questions? [scholarships@richmondpromise.org](mailto:scholarships@richmondpromise.org) // 510-230-0422

Application opens  
December 1st,  
2019!

**14. Water Resource Recovery**

**Cutting/Carlson & Hoffman Wet Weather Improvement Projects**

The project work is substantially complete and is forecasted to finish in October 2019.



*Demolition of failed trench patch in preparation for repair.*



*Traffic control set up at Potrero and 32<sup>nd</sup> Street.*



*Trench patch compacted and oiled – ready for new pavement.*



*Final patch pave repair complete.*

**Environmental Compliance Group**





*Fats, Oils, and Grease (FOG) public outreach at the 16<sup>th</sup> Annual North Richmond Shoreline Festival held Saturday October 12, 2019.*

### **Sewer Lateral Grant Program**

The City of Richmond's Water Resource Recovery Department administers the Sewer Lateral Grant Program. The program reimburses eligible homeowners in the Richmond Municipal Sewer District (RMSD No. 1) for some of the cost to replace their sewer lateral.

The program is open and accepting applications for the 2019-2020 Fiscal Year.

For more information about the Sewer Lateral Grant Program, please visit [www.ci.richmond.ca.us/2130/Sewer-Lateral-Grant-Program](http://www.ci.richmond.ca.us/2130/Sewer-Lateral-Grant-Program) or call 510-620-6594.



## Sewer Lateral Grant Program Application Guidelines

Application and copies of the required documents listed below must be submitted in person at:  
**Water Resource Recovery Counter - 450 Civic Center Plaza, 2<sup>nd</sup> Floor, Richmond, CA 94804**  
**Counter Hours: Monday # May 8:30am-4pm**

The City of Richmond recommends obtaining estimates from at least three (3) contractors.

### Eligibility:

- ◆ Parties served by the City of Richmond Sanitary Municipal Sewer District.
- ◆ Sewer lateral replacement must be completed **NOTICE** applying for the Sewer Lateral Grant Program.
- ◆ A full line replacement must be completed during the fiscal year July 1, 2019 to June 30, 2020.
- ◆ If you have previously received a Sewer Lateral Grant reimbursement, you will not be eligible to apply.

### Required Documents:

- ◆ Only Lateral Grant Applications dated 6/05/2019 or newer will be accepted.
- ◆ Contractor's final paid in full invoice.
- ◆ Proof of payment (copy of canceled check, credit card receipt, or bank statement are accepted).
- ◆ Certificate of Lateral Compliance (issued by the City after encroachment permit inspections are approved).
- ◆ Grant Deed (change of ownership taken place within last 3 months and/or if property is under a Trust).
- ◆ Tax-exempt organizations must submit proof of tax-exempt status.

### Award Limits:

- Each fiscal year the City allocates sewer lateral grant funds to be awarded for private sewer lateral replacement.
- This program can be suspended at any time without prior or advanced notification or posting.
- Property owner(s) are eligible for **ONE (1)** sewer lateral grant reimbursement award in a lifetime on a first come first serve basis until all sewer lateral funds are exhausted.
- Starting July 1, 2019 and ending June 30, 2020, the complete sewer lateral grant reimbursement amount is \$1,800 per application.
- Incomplete applications will **NOT** be accepted.
- All applications **MUST** be submitted in person. Any applications submitted via email or mail will **NOT** be accepted.
- No applications will be accepted after the sewer lateral grant funds are exhausted.
- Reimbursement may take approximately 5 weeks from the date the completed application is received and approved by the City.

**PLEASE NOTE**  
**Sewer Lateral Grant Program for Fiscal Year 2019-2020**  
**ONLY work completed during the fiscal year (7/1/19 - 6/30/20)**  
**will be eligible for sewer lateral grant reimbursements.**

WY 0001018

**CITY OF RICHMOND**  
**Water Resource Recovery Department**  
 450 Civic Center Plaza, 2<sup>nd</sup> Floor  
 Richmond, CA 94804  
 Office: (510) 620-6506  
 Fax: (510) 620-6512  
 Email: wrr@ci.richmond.ca.us  
 Website: www.ci.richmond.ca.us/wrr

## Sewer Lateral Grant Program Application



APPLICANT INFORMATION	
Property Owner(s) Name (PRINT): _____	
Property Address (PRINT): _____	
Mailing Address (if different than above): _____	
Phone: (xx) _____	Email: _____
Property Affiliation: <input type="checkbox"/> Primary Residence <input type="checkbox"/> Rental Property (answer question below) <input type="checkbox"/> Other: _____	
Is the rental property currently registered with the City of Richmond Rent Program? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Contractor bid amount: _____	Total amount paid to contractor: _____
<small>           I, the undersigned, certify that (1) I have read and understood the "Lateral Grant Application and Guidelines", (2) I am the legal owner or, if the owner is a tax exempt public service organization, the legal representative of the owner of the subject property described above, (3) I recognize the availability of the sewer lateral grant application is not a guarantee or promise by the City of Richmond to approve sewer lateral grant funds for private sewer lateral replacement at the above-described property, (4) I understand the City of Richmond will award one (1) sewer lateral grant reimbursement to property owner(s) or a lifetime on a first come first serve basis until all sewer lateral grant funds are exhausted for the subject property described above, (5) I must maintain the private sewer lateral at the above-described property in compliance with Richmond Municipal Code Chapter 12.17 even if the sewer lateral grant application is not approved, (6) I have not submitted a claim to the City or any other public agency for reimbursement of costs incurred to make the sewer lateral replacement described above, and (7) I understand that the City of Richmond does not guarantee the work of contractors or private sewer lateral installers. I hereby grant the City of Richmond all rights of access to the subject property necessary to process the application, such rights to be exercised only during normal business hours and with reasonable notice to occupants of the subject property.         </small>	
APPLICANT NAME (PRINT): _____	Date: _____
APPLICANT SIGNATURE: _____	Date: _____
(FOR OFFICE USE ONLY)	
1. _____ 2. _____	
(CHECK ONE) <input type="checkbox"/> Contractor's Final Invoice <input type="checkbox"/> Proof of Property Ownership (PG/Gate Deed/ROG) <input type="checkbox"/> Final Property <input type="checkbox"/> Proof of Payment <input type="checkbox"/> Certificate of Lateral Compliance (Commercial Property sponsored by a Non-Profit Organization) <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Has the applicant previously received a lateral grant reimbursement? <input type="checkbox"/> Yes <input type="checkbox"/> No	Affn: _____ FF: _____ LGA P: _____ Approved Date: _____ Approved Amount: _____
<input type="checkbox"/> APPROVED FOR REIMBURSEMENT <input type="checkbox"/> RECOMPLETED <input type="checkbox"/> DENIED Name: _____	

WY 0001018

*Thank you for keeping up with the activities in the City of Richmond. Feel free to contact me if you have any questions or comments about these or any other items of interest to you.*

**Thank You!**

**Steven Falk**  
 Interim City Manager  
 City of Richmond  
 450 Civic Center Plaza  
 Richmond, California 94804  
 (510) 620-6512

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](http://www.ci.richmond.ca.us/list.aspx)

See below for options to connect with the City of Richmond.

## Connecting with the City of Richmond



### **Using the City of Richmond Mobile Application:**

The City of Richmond mobile app provides Richmond's community members with one-stop access to City services and information via mobile devices. The app allows quick and real-time reporting of neighborhood-related issues; viewing the City's events calendar; finding addresses and phone numbers of local businesses, city departments and council members. The City of Richmond's mobile phone app is available on the Apple App store and Google Play store.

**QR Codes are available for easy downloading of this APP:**

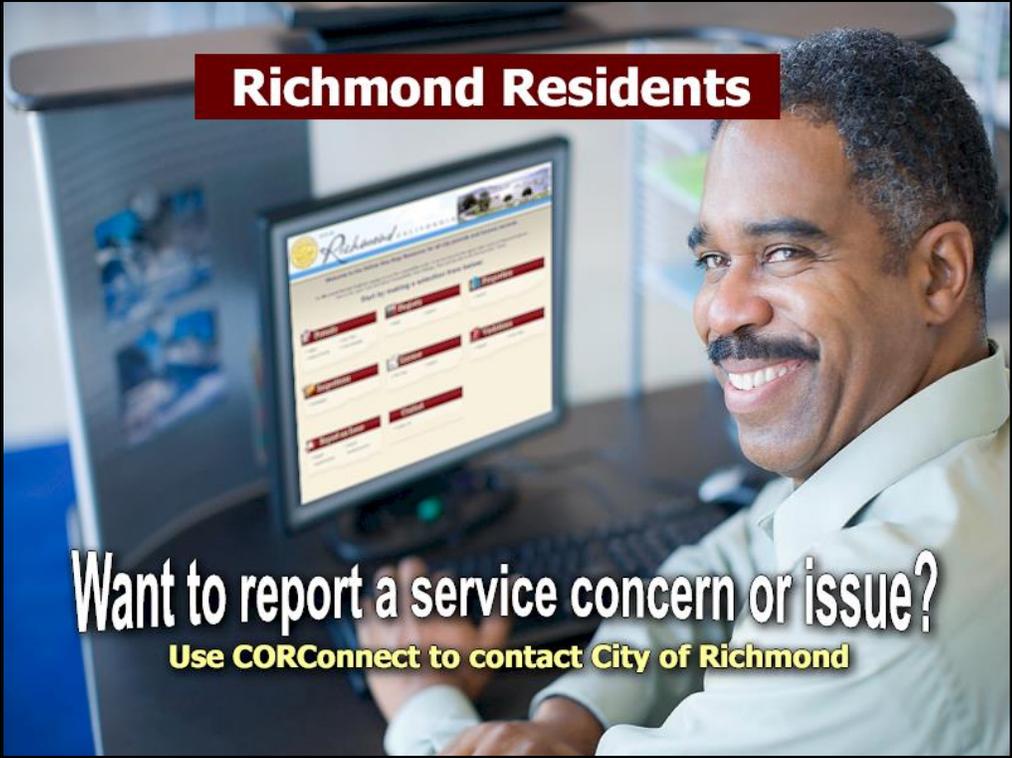
**Apple version of APP**



**Android version of APP**



We welcome your comments at [webservices@ci.richmond.ca.us](mailto:webservices@ci.richmond.ca.us)



On the next screen, under "Report an Issue," select "Report Issue/Concern," or "Search Issue/Concerns" to look up a previously reported issue.



You can also look up previously submitted issues to check on the current status if you provided your name, phone number or email when you submitted it.

## Want to report a service concern or issue?



### Use the City of Richmond Mobile Application:



The City of Richmond mobile app provides Richmond's community members with one-stop access to City services and information via mobile devices

E-mail your comments at [webservices@ci.richmond.ca.us](mailto:webservices@ci.richmond.ca.us)

To contact us by phone:

The City's website (<http://www.ci.richmond.ca.us/>) provides a department and staff directory at <http://www.ci.richmond.ca.us/Directory.aspx>.

If you're not sure which department you need to contact, we encourage you to phone the City Manager's office at (510) 620-6512.

**Using the CORConnect Application on the City's Website:**

You can use the **CORConnect** button on the City's website (<http://www.ci.richmond.ca.us/>) to report any comments, questions or concerns regarding the work being done by City staff. The CORConnect issues go directly to the responsible department, and the city manager reviews reported issues on a regular basis to determine if City staff members are responding appropriately. If you do not feel that you have received a satisfactory response, please contact the City Manager's Office at (510) 620-6512.

To access **CORConnect** select the CORConnect button on the homepage of the City website.



Alternatively, you can select the **COR Connect** button on any other webpage on the left hand side of the page.



On the next screen under Report an Issue select Report Issue/Concern to create a report or Search Issue/Concerns to look up a previously reported issue. You can also look up previously submitted issues to check on the current status if you provided you name, phone number or email when you submitted it.



On the page, you can also look up information on a parcel, see permits issued and look up business license information. If you have a current business license you can pay to renew it online with a credit card.

The recommended browsers are: **Microsoft Edge**, or **Microsoft Internet Explorer version 11** using the compatibility mode. It can be found in the upper right corner of Internet Explorer: click on the "gear" icon and select Compatibility View Settings, then add the site to the list and click "Close".

The City of Richmond is looking forward to feedback from the community on **CORConnect**. We welcome your comments at [webservices@ci.richmond.ca.us](mailto:webservices@ci.richmond.ca.us)