



Community Services Building
440 Civic Center Plaza
Richmond, CA 94804

AGENDA
Tuesday, April 21, 2020

Link to City Council Agendas/Packets
<http://sireweb.ci.richmond.ca.us/sirepub/meet.aspx>

Register to receive notification of new agendas, etc.
<http://www.ci.richmond.ca.us/list.aspx>

Mayor
Thomas Butt

Vice Mayor
Nathaniel Bates

Councilmembers
Ben Choi
Demnlus Johnson III
Eduardo Martinez
Jael Myrick
Melvin Willis

ALL CITY COUNCIL MEMBERS WILL PARTICIPATE VIA TELECONFERENCE

Housing Authority Tenant Commissioners
Jaycine Scott
Vacant

The Richmond City Council also serves as Board Members and Commission Members for the following:

Housing Authority
Joint Powers Financing Authority
Surplus Property Authority
Local Reuse Authority

CORONAVIRUS DISEASE (COVID-19) ADVISORY

Due to the coronavirus (COVID-19) pandemic, Contra Costa County and Governor Gavin

Newsom have issued multiple orders requiring sheltering in place, social distancing, and reduction of person-to-person contact. (See, for example, March 31, 2020 County Order extending the shelter-in-place order until May 3, 2020 & March 19, 2020 statewide shelter-in-place order.) Accordingly, Governor Gavin Newsom has issued executive orders that allow cities to hold public meetings via teleconferencing (Executive Order N-29-20). Both <https://www.coronavirus.cchealth.org/> and <http://www.ci.richmond.ca.us/3914/Richmond-Coronavirus-Info> provide updated coronavirus information.

DUE TO THE SHELTER IN PLACE ORDERS, attendance at the City of Richmond City Council meeting will be limited to Council members, essential City of Richmond staff, and members of the news media. Public comment will be confined to items appearing on the agenda and will be limited to the methods provided below. Consistent with Executive Order N-29-20, this meeting will utilize teleconferencing only. The following provides information on how the public can participate in this meeting.

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>

Public comments may be submitted in multiple ways:

1. Via email to cityclerkdept@ci.richmond.ca.us by 3:00 p.m. or during the meeting as set forth below. Email must contain in the subject line **public comments – not on the agenda or public comments – agenda item #**.
2. Via mail received by 3:00 p.m. sent to 450 Civic Center Plaza, 3rd Floor, Office of the Clerk, Richmond, CA 94804.
3. Via eComment. To leave a comment, click eComment on the City's Meeting & Agenda Center webpage at <https://richmond.granicusideas.com/meetings>, select the item you wish to comment on and submit your written comment. The comment period will begin after the agenda is published and will close at 3:00 p.m. the day of the meeting.
4. Via Telephone. If you would like to give your public comment via telephone, please email your telephone number with area code to cityclerkdept@ci.richmond.ca.us during the public comment period. You will be called during the public comment period and you will be given the opportunity to verbally submit public comment (not to exceed the allotted time – one, two or three minutes – for such comments as provided below).

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
For future meetings, the City is working on additional ways for the public to submit comments.

Comments received by 3:00 p.m. during the day of the meeting will be handled as follows:

Comments received via eComment will be exported into a report, distributed to the City Council and staff and published on the City's Meeting & Agenda Center under Documents Received After Published Agenda.

All email and mail comments received **by 3:00 p.m. on Tuesday, April 21, 2020**, will be provided to the City Council via e-mail or report.

Comments received via email or telephone during the meeting will be handled as follows:

Comments received via email during the meeting and up until the public comment period on the relevant agenda item is closed, will be read into the record and will be limited to a maximum of one to two minutes, depending on the number of commenters, as more fully described in the City Council meeting procedures below. For public hearing items, the time will be limited to a maximum of three minutes. The Clerk will stop reading comments into the record after the allotted time for such comments.

Comments received by telephone during the public comment period shall not exceed the allotted time – one, two or three minutes – for such comments as provided above.

Record of all public comments:

All public comments will be considered a public record, put into the official meeting record, and considered before Council action. All public comments will be available after the meeting as supplemental materials and will be posted as an attachment to the meeting minutes when the minutes are posted.

Procedures for Removing Consent Calendar Items from the Consent Calendar

Councilmembers and members of the public who wish to remove an item from the consent calendar must comply with the following procedures in order to remove an item from the consent calendar:

1. Telephone or email a City staff member who has knowledge of the subject matter by 2:00 p.m. on the day of meeting.
2. Inform the City Clerk's Office by email at cityclerkdept@ci.richmond.ca.us or by phone at 510-620-6513, ext. 9, by 3:00 p.m. that they discussed the matter with staff with knowledge of the subject matter and that such Councilmember or member of the public, nonetheless, desires the item to be removed from the consent calendar for discussion.

Staff will be informed by the City Clerk's Office as soon as reasonably practicable after notice of the request to remove the item from the consent calendar. Staff may attend the meeting remotely.

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 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.

Effect of Advisory on In-person public participation

During the pendency of the Executive Order N-29-20, the language in this Advisory portion of the agenda supersedes any language below in the meeting procedures contemplating in-person public comment.

MEETING PROCEDURES

The City of Richmond encourages community participation at its City Council meetings and has established procedures that are intended to accommodate public input in a timely and time-sensitive way. As a courtesy to all members of the public who wish to participate in City Council meetings, please observe the following procedures:

PUBLIC COMMENT ON AGENDA ITEMS: Anyone who desires to address the City Council on items appearing on the agenda 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. Your name will be called when the item is announced for discussion.

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.

OPEN FORUM FOR PUBLIC COMMENT: Individuals who would like to address the City Council on matters not listed on the agenda or on items remaining on the consent calendar may do so under Open Forum. All speakers must complete and file a pink speaker's card with the City Clerk **prior** to the commencement of Open Forum. The amount of time allotted to individual speakers shall be determined based on the number of persons requesting to speak during this item. **The time allocation for each speaker will be as follows:** 15 or fewer speakers, a maximum of 2 minutes; 16 to 24 speakers, a maximum of 1 and one-half minutes; and 25 or more speakers, a maximum of 1 minute.

SPEAKERS ARE REQUESTED TO OCCUPY THE RESERVED SEATS IN THE FRONT ROW BEHIND THE SPEAKER'S PODIUM AS THEIR NAME IS ANNOUNCED BY THE CITY CLERK.

CONSENT CALENDAR: Consent Calendar items are considered routine and will be enacted, approved or adopted by one motion unless a request for removal for discussion or explanation is received from the audience or the City Council. A member of the audience requesting to remove an item from the consent calendar that is sponsored by City staff must first complete a speaker's card and discuss the item with a City staff person who has knowledge of the subject material **prior** to filing the card with the City Clerk and **prior** to the City Council's consideration of Agenda Review. Councilmembers who request to remove an item from the consent calendar must do so during Agenda Review. An item removed from the Consent Calendar may be placed anywhere on the agenda following the City Council's agenda review.

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.

CITY HARASSMENT POLICY: The City invites public comment and critique about its operations, including comment about the performance of its public officials and employees, at the public meetings of the City Council and boards and commissions. However, discriminatory or harassing comments about or in the presence of City employees, even comments by third parties, may create a hostile work environment, if severe or pervasive. The City prohibits harassment against an applicant, employee, or contractor on the basis of race, religious creed, color, national origin, ancestry, physical disability, medical condition, mental disability, marital status, sex (including pregnancy, childbirth, and related medical conditions), sexual orientation, gender identity, age or veteran status, or any other characteristic protected by federal, state or local law. In order to acknowledge the public's right to comment on City operations at public meetings, which could include comments that violate the City's harassment policy if such comments do not cause an actual disruption under the Council Rules and Procedures, while taking reasonable steps to protect City employees from discrimination and harassment, City Boards and Commissions shall adhere to the following procedures. If any person makes a harassing remark at a public meeting that violates the above City policy prohibiting harassment, the presiding officer of the meeting may, at the conclusion of the speaker's remarks and allotted time: (a) remind the public that the City's Policy Regarding Harassment of its Employees is contained in the written posted agenda; and (b) state that comments in violation of City policy are not condoned by the City and will play no role in City decisions. If any person makes a harassing remark at a public meeting that violates the above City policy, any City employee in the room who is offended by remarks violating the City's policy is excused from attendance at the meeting. No City employee is compelled to remain in attendance where it appears likely that speakers will make further harassing comments. If an employee leaves a City meeting for this reason, the presiding officer may send a designee to notify any offended employee who has left the meeting when those comments are likely concluded so that the employee may return to the meeting. The presiding officer may remind an employee or any council or board or commission member that he or she may leave the meeting if a remark violating the City's harassment policy is made. These procedures supplement the Council Rules and Procedures relating to disruption of orderly conduct at Council meetings.

Any law enforcement officer on duty or whose service is commanded by the presiding officer shall be Sergeant-at-Arms of the Council meetings. He/she, or they, shall carry out all orders and instructions given by the presiding officer for the purpose of maintaining order and decorum at the Council meetings (City Council Rules of Procedure and Order Section III F, RMC Section 2.12.030).

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

5:00 p.m.

- A. **ROLL CALL**
- B. **PUBLIC COMMENT BEFORE CLOSED SESSION**
- C. **ADJOURN TO CLOSED SESSION**

CLOSED SESSION

Shimada Room of the Community Services Building

CITY COUNCIL

LIABILITY CLAIMS -(Government Code Section 54956.9):

Sabrina Del Jesus-Perez Rivera vs. City of Richmond

CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Government Code Section 54956.8):

Property: Pt Molate
Agency negotiators: Laura Snideman
Negotiating parties: Winehaven Legacy LLC (SunCal)
Under negotiations: price and terms of payment

PUBLIC EMPLOYEE APPOINTMENT (Government Code Section 54957.6):

Title: City Attorney

PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957):

Title: City Manager

SPECIAL MEETING OF THE RICHMOND HOUSING AUTHORITY

6:25 p.m.

A. ROLL CALL

B. STATEMENT OF CONFLICT OF INTEREST

C. REPORT FROM THE EXECUTIVE DIRECTOR

D. AGENDA REVIEW

E. HOUSING AUTHORITY CONSENT CALENDAR

E-1. ADOPT a resolution approving an emergency contract with NRC US Ecology for decontamination services at 2400 Nevin Plaza, for a total amount not to exceed \$18,471.56 - Richmond Housing Authority (Nannette J. Beacham/Mario Vaz 621-1309).

E-2. APPROVE the minutes of the special March 3, 2020, and regular April 7, 2020, Richmond Housing Authority Meetings - City Clerk's Office (Pamela Christian 620-6513).

F. PUBIC HEARING

F-1. ADOPT a resolution (1) adopting the Admissions and Continued Occupancy Policy for the Public Housing Program; (2) approving the Housing Authority Annual Plan for Fiscal Year (FY) 2020-21; and (3) authorizing submission of the proposed Annual Plan to the US Department of Housing and Urban Development (HUD) - Richmond Housing Authority (Nannette J. Beacham 621-1300).

G. ADJOURNMENT

REGULAR MEETING OF THE RICHMOND CITY COUNCIL

6:30 p.m.

- A. **ROLL CALL**
- B. **STATEMENT OF CONFLICT OF INTEREST**
- C. **AGENDA REVIEW**
- D. **REPORT FROM THE CITY ATTORNEY OF FINAL DECISIONS MADE DURING CLOSED SESSION**
- E. **REPORT FROM THE CITY MANAGER**
- F. **OPEN FORUM FOR PUBLIC COMMENT**
- G. **CITY COUNCIL CONSENT CALENDAR**
 - G-1. ADOPT a resolution amending the City of Richmond's Position Classification Plan to add the new classification of Industrial Building Inspector - Human Resources Management Department (Lisa Stephenson/Kate Soiseth 620-6600).
 - G-2. INTRODUCE an ordinance (first reading) to establish the wages, salaries, and compensation for the new Industrial Building Inspector classification (Salary Range No. 060G \$8,154 - \$9,864) - Human Resources Management Department (Lisa Stephenson/Kate Soiseth 620-6600).
 - G-3. ADOPT a resolution amending the City of Richmond's Position Classification Plan to add the new classification of Deputy Building Official – Human Resources Management Department (Lisa Stephenson/Veronica Duarte de Castro 620-6600).
 - G-4. INTRODUCE an ordinance (first reading) to establish wages, salaries and compensation for the new classification specification for Deputy Building Official (Salary Range No.073 \$8,978 - \$10,890/month) – Human Resources Management Department (Lisa Stephenson/Veronica Duarte de Castro 620-6600).
 - G-5. APPROVE a contract with Segal to conduct a comprehensive classification and compensation study for the City in an amount not to exceed \$250,000 for a term of May 1, 2020, to June 30, 2022 - Human Resources Management Department (Lisa Stephenson/Donna Newton 620-6600).
 - G-6. ADOPT a resolution amending the City of Richmond's Position Classification Plan to add the new Police Records and Property Manager classification and abolish the Police Records Supervisor classification - Human Resources Department (Lisa Stephenson/Donna Newton 620-6600).

- G-7.** INTRODUCE an ordinance (first reading) to establish wages, salary, and compensation for the new Police Records and Property Manager classification (Salary Range No. 070D \$9,535 - \$11,532/month) - Human Resources Management Department (Lisa Stephenson/Donna Newton 620-6600).
- G-8.** AUTHORIZE the city manager to execute an amendment to the Cooperative Implementation Agreement with CALTRANS to utilize the remainder of the \$3,000,000 for the construction of two additional full-trash capture devices - Public Works Department (Yader A. Bermudez/Joanne Le 774-6300).
- G-9.** ADOPT a resolution approving Veolia Services task authorization for the 1st Street Interceptor Wet Weather Improvements Project for an amount not to exceed \$1,389,674 from the Wastewater enterprise bond funding; and APPROPRIATE the budget in the amount of \$1,389,674 - Public Works Department (Yader A. Bermudez 774-6300).
- G-10.** ADOPT a resolution approving the project list for Senate Bill 1 Road Maintenance and Rehabilitation Account funding for Fiscal Year 2020-21 - Public Works Department (Yader A. Bermudez/Tawfic Halaby 774-6300).
- G-11.** ADOPT a Resolution of Intention declaring the City's intention to vacate and abandon for public purposes a 2,749 Square Feet portion of 14th Street, near Pennsylvania Avenue, and setting the public hearing for the matter on May 19, 2020 - Public Works Department (Yader A. Bermudez/Dane Rodgers 774-6300).
- G-12.** ADOPT a resolution authorizing the city manager to execute Deed in Lieu of Foreclosure Agreements to accept the transfer of the Nevin Court and 313-315 Macdonald Avenue properties back to the City of Richmond from Community Housing Development Corporation (CHDC) given that the contemplated projects have become financially infeasible for CHDC to implement - Community Development Department (Lina Velasco 620-6706).
- G-13.** APPROVE a Contract Amendment (No. 2) with Analytical Environmental Services (AES) to increase their contract limit by \$750,000, for a total amount not to exceed \$2,500,000 to continue providing on-call professional environmental consulting services. - Community Development Department (Lina Velasco 620-6706).
- G-14.** APPROVE a resolution to ACCEPT and APPROPRIATE grant funds in the amount of \$71,200 from Contra Costa County Community Development Block Grant (CDBG) program to replace the floor and paint the Richmond Recreation Complex Social Hall - Library and Community Services Department (Sal Vaca/Ranjana Maharaj 307-8006).
- G-15.** APPROVE the Regular March 3, 2020, Special March 17, 2020, Regular March 24, and April 7, 2020, City Council meeting minutes - City Clerk's Office (Pamela Christian 620-6513).

- G-16.** PROCLAMATION declaring April 22, 2020, as Earth Day in the City of Richmond - Office of the Mayor (Mayor Tom Butt 620-6503).
- G-17.** APPROVE appointment to the Workforce Development Board; APPOINT Joe Serrano, re-appointment, seat #11, labor, joint-management apprenticeship, community-based, and youth-serving organizations representative, term expiration date March 1, 2024; Mike Parker, re-appointment, seat #17, labor, joint-management apprenticeship, community-based and youth-serving organization representative term, expiration date March 1, 2024; Evan Decker, new appointment, seat #20, entities administrating education and training representative, term expiration date March 1, 2024; Dan Torres, new appointment, seat #24, labor, joint-management apprenticeship, community-based, and youth-serving organizations representative, term expiration date March 1, 2024 - Office of the Mayor (Mayor Tom Butt 620-6503).
- G-18.** APPROVE an appointment to update the Historic Preservation Commission; APPOINT Gretchen Stromberg, new appointment, seat #1, filing an unexpired term with an expiration date of July 31, 2022 - Office of the Mayor (Mayor Tom Butt 620-6503).
- G-19.** APPROVE appointment(s) to update the Shimada Friendship Commission: APPOINT Jaime Brown, new appointment, seat #2, term expiration date December 31, 2023; Augusto Gonzalez, new appointment, seat #7, term expiration date December 31, 2023; Christopher Gioia, new appointment, seat# 11, term expiration date December 31, 2023 - Office of the Mayor (Mayor Tom Butt 620-6503).
- G-20.** RECEIVE a report on the status of the operating and capital improvement budget for the third quarter of the Fiscal Year 2019-20; and, the projected impact of COVID-19 on the City's finances - Finance Department (Belinda Brown 620-6740/Markisha Guillory 620-5434).

H. PUBLIC HEARINGS

- H-1.** CONDUCT a public hearing to hear comments regarding the proposed wastewater rate increase; and INTRODUCE an ordinance (first reading) setting wastewater user rates for fiscal years 2020-2021 through 2024-25. The recommended annual rate increases are 7.0% for each of these five fiscal years - Public Works Department (Yader A. Bermudez 774-6300/Mary Phelps 621-1269).

I. COUNCIL AS A WHOLE

- I-1.** DIRECT staff to analyze the proposed amendments to the temporary moratorium on evictions and draft an ordinance that includes a freeze on rent increases for residential and commercial properties up to 90 days after the shelter in place order is lifted - Councilmember Melvin Willis (412-2050), Councilmember Eduardo Martinez (620-6593).

- I-2. REQUEST that the County provide COVID-19 testing for West Contra Costa County Service providers including fire, police, emergency medical technicians, and health care workers so that we may continue to effectively serve the residents - Vice Mayor Nathaniel Bates (620-6743).

- I-3. DIRECT staff to draft an emergency order that will suspend all residential and small business rents, and all mortgage payments of homeowners, small landlords and small businesses for the duration of the current shelter-in-place state of emergency; and DIRECT staff to immediately establish a service to assist Richmond small business and small landlords in filing for Federal and state assistance including the Cares Act - Councilmembers Eduardo Martinez (620-6593) and Melvin Willis (412-2050).

J. REPORTS OF OFFICERS: REFERRALS TO STAFF, AND GENERAL REPORTS (INCLUDING AB 1234 REPORTS)

K. ADJOURNMENT

This agenda may be previewed on KCRT – Channel 28, Richmond Television, City website www.ci.richmond.ca.us. Any documents produced by the City and distributed to a majority of the City Council regarding any item on this agenda will be made available at the Main Counter at City Hall located at 450 Civic Center Plaza.