

**COMMUNITY & ECONOMIC DEVELOPMENT AGENCY  
MONTHLY STATUS REPORT – FEBRUARY 2011**

**PAGE 1**

**Division:**

Economic Development

**Project / Program:**

Economic Development Commission

**Project / Program Lead:**

Thomas Mills

**Project / Program Description:** The Office of Economic Development provides staff support to the Economic Development Commission (EDC), which meets monthly. The EDC develops and recommends long-term economic development goals to the City Council and works on specific economic development issues from time to time.

**Status:** The EDC meeting on February 9<sup>th</sup> included in-depth discussions of the following: (1) the RFQ process now underway to convince the Lawrence Berkeley National Laboratory that Richmond has the best site in the East Bay to locate its 2<sup>nd</sup> Campus; and, (2) the Governor's proposed budget recommendations, including the push to eliminate redevelopment agencies and the Enterprise Zone program as part of his formula to balance the state budget.

**Next Steps:**

- Convene meetings of the EDC and various EDC committees as follows:
  - The EDC *General Plan Update Committee*, following a February meeting, asked staff to arrange for someone from Planning to attend the upcoming March meeting of the EDC to provide an update and answer questions about the Plan's Economic Development and Land Use elements.
  - The EDC *Main Street Revitalization Committee* will continue working with staff on ways to promote the positive attributes of doing business along the Macdonald Avenue Corridor and with the Main Street Initiative on their assessment of the feasibility of a Business Improvement District (BID) or Community Benefits District (CBD) in Downtown Richmond.
  - EDC *Green Business Partnership Committee* will develop strategies to assist green businesses to create worksite opportunities and jobs in Richmond for program graduates... (Note: Richmond is part of the East Bay Green Corridor Partnership, working with seven cities and UC Berkeley to maximize solar power manufacturing, distribution, installations and job opportunities). Additionally, the Committee, with assistance from the Contra Costa County Green Business Certification Division, will encourage existing businesses to adopt cost-effective "green" business products, technologies and practices
  - The EDC *Business Development Committee* will revisit its work plan and determine next steps.
  - The EDC *Permitting Process Committee* will meet with Lina Velasco, Planning, to come up with suggestions for how to further enhance the city's business permitting process.

**Division:**

Economic Development

**Project / Program:**

Richmond Business Assistance Program

**Project / Program Lead:**

Janet Johnson

**Project / Program Description:** The Business Assistance Program is designed to provide technical assistance to Richmond small businesses including counseling, workshops, classes, business plan assistance, marketing, credit repair, legal referrals, financing, employee recruitment, tax credit information, and website design. Working with the Federal Small Business Administration (SBA), the Contra Costa Small Business Development Center

(CCSBDC), and the Richmond Main Street Initiative (RMS), staff coordinates efforts to host monthly ongoing free professional consulting services to the Richmond Business Community. OED staff provides outreach and schedules appointments, and RMS provides meeting space for the consultant and small business owners.

**Status:** Small Business Consulting Initiative: Staff scheduled appointment for one small business owner to meet with a marketing consultant from the SBDC in February. In addition, staff met with three walk-in clients looking to start or expand a business. Staff continues to work with the Richmond Library, Mechanics Bank, and the Renaissance to restart the 12 week small business class at library. The classes will start March 14. The SBDC consultant continues to meet with business owners at their business location, as well as Main Street and the Chamber of Commerce offices. Staff is working with the SBDC to improve reporting of the number of businesses they meet with monthly and document the types of consulting services that are provided. Staff mailed 180 business assistance surveys to all of the businesses on Macdonald Avenue and 23<sup>rd</sup> Street. Three surveys have been returned to date. Staff is working to assist the business owners in their areas of need and refer them to other resource partners. Staff continues to follow-up with Wells Fargo Bank, Grameen International Funding Group and Main Street on the possibility of opening the first west coast office of Grameen in Richmond. Grameen was recently awarded a \$1M grant from Chevron for operating capital. They had already secured \$2M in lending capital from Wells Fargo and Silicone Valley banks. The Grameen office in Richmond will complement the Richmond Revolving Loan Fund and the loan clients will have access to existing small business assistance resources provided by OED.

**Next Steps:**

- Assist Grameen America, as needed, with office space identification in Richmond.
- Receive and evaluate business surveys from 23rd Street Merchants and Main Street District merchants.
- Work with the businesses selected under the Wal-Mart Small Business Spotlight grant to schedule consulting appointments and process invoices.
- Recruit small businesses to participate in the SBDC free one-on-one business consulting program at the Richmond Main Street and Chamber of Commerce offices.
- Implement the Local Shelf Space Program at the Richmond Wal-Mart Store.
- Work with the Governor's Office of Economic Development, the Contra Costa Small Business Development Center and Congressman John Garamendi's office on issues facing small businesses.

**Division:**

Economic Development

**Project / Program:**

Business Website and Marketing Program

**Project / Program Lead:**

Thomas Mills

**Project / Program Description:** Staff is responsible for the *richmondca4business.com* website maintenance, monitoring and updates to ensure that information is current and enhanced over time. The web-site, Marketing Materials and Toolkit (which includes a CD/DVD, brochure, kit cover and website enhancement), are used to attract new businesses and to retain and expand existing businesses.

**Status:** The Green Business Web Pages are now accessible via a link to the current RichmondCA4Business.com website. Meanwhile, additional web-site enhancements to the richmondca4business website and upgraded print materials are also under review, especially in the areas of enhanced navigation, the full array of resources and incentives available to businesses

via Team Richmond and links to broker websites to ensure freshness of commercial and industrial properties available in Richmond for lease or purchase. Staff also drafted new fact sheets (both for the website and marketing packet) for the following: (1) Richmond Enterprise Zone & Tax Credits; (2) Richmond Green Business Initiatives; (3) Richmond (East Bay EDA) Industrial Development Bonds; and (4) Richmond Recovery Zone Facility Bonds

**Next Steps:**

- Determine what additional improvements are needed to make the business website more user-friendly and content-fresh.
- Consider contracting with a skilled website development consultant to update key aspects of the Business website.

**Division:**

Economic Development

**Project / Program:**

Business Retention

**Project / Program Lead:**

Thomas Mills

**Project / Program Description:** The Richmond Business Retention Program uses surveys and interviews to ensure that the City stays informed about current issues and concerns of local businesses as well as planned business expansions and contractions. The OED uses these surveys and interviews to target programs and services where they are needed.

**Status:** Staff, either in one-to-one meetings or group forums, continued to inform owners and entrepreneurs about various business assistance programs the City offers, including the Enterprise Zone, Revolving Loan Program, Green Business resources and services, and Bids On-line. Staff continues to provide targeted guidance and support to merchants along the 23<sup>rd</sup> Street commercial corridor and Macdonald Avenue. Staff also met with Jerrold Hatchett, Sims Metals Management, to discuss current and future operations and how he thinks the City and the Economic Development Commission (EDC) can help Sims Metals grow and prosper in Richmond. S

**Next Steps:**

- Continue working with a team of EDC members and OED staff to have face-to-face meetings with up to 40 key Richmond businesses over the next 11 months and determine ways that the City can be more supportive in helping these companies survive and thrive.
- Continue to follow up with new business contacts and provide requested support to those who attend the Economic Development Summit last September as well as Team Richmond forums.
- Build on and expand organizing and support efforts with property owners and merchants on 23<sup>rd</sup> Street and Macdonald Avenue.

**Division:**

Economic Development

**Project / Program:**

Targeted Business Recruitment

**Project / Program Lead:**

Thomas Mills/ Janet Johnson

**Project / Program Description:** The Office of Economic Development is targeting four business sectors for direct attraction and recruitment efforts: (a) Bio-tech/High-tech, (b) Food Manufacturing/Distribution, (c) Emerging “Green” and “Clean” technologies, and (d) Retail.

**Status:** Staff, working with the brokers moved closer in efforts to recruit a new business: *Glass Onion Catering*, a gourmet food packaging and distribution company now based in Berkeley. Launched in 1992 as a traditional gourmet catering company for large, high-end events and corporate lunches, the company is now poised to become an even greater force in the prepackaged, grab and go gourmet food industry.

Staff also met with Ted Howard, Evergreen Cooperative, to explore the viability for pursuing development of one or more worker cooperatives in Richmond. One possibility is the start-up of a healthy food cooperative along the lines of Mandela Foods Cooperative in West Oakland.

Staff continues to follow-up with representatives of the Western Regional Office of the Economic Development Administration (EDA) to determine how to pursue funding for Phase II Implementation of the Green Economic Development Plan.

Staff continues working with members of the business development sub-committee of the East Bay Green Corridor Partnership (presently consisting of staff from Alameda, Berkeley, El Cerrito, Emeryville, Oakland, Richmond, San Leandro, UC Berkeley and Berkeley Lab) to move forward with stated goals for 2011-12, including the identification of and contact with the following business segments: start-ups; existing businesses that are growing; mom and pop enterprises; and out of area businesses.

Staff continued to follow-up with the retailers, especially grocery operators-targeted by Buxton Company for one or more of three key Richmond commercial corridors: Downtown, Macdonald & I-80, and Southern Gateway. A follow-up meeting with FoodsCo's Real Estate Director is being pursued. Staff continued to follow-up with Cal BIS/ East Bay EDA regarding relocation prospects.

**Next Steps:**

- Staff will continue meeting with other businesses seeking to relocate to Richmond, while assisting Glass Onion Catering to complete all remaining tasks and launch its new Richmond-based enterprise.
- Staff will continue exploring options to help launch one or more worker cooperatives in Richmond.
- Staff will meet with FoodsCo in March to determine how the City may assist them to add new/larger grocery outlets in Richmond.
- Continue to promote the EDA-funded "Green is Gold in Richmond" Economic Development Plan and Green Business Web Pages and seek funding for Phase II Implementation
- Work with EB Green Corridor Partnership counterparts to add new content and keep existing content fresh on the recently-launched EBGCP website.
- Meet with other green businesses that have relocated and those considering relocating to Richmond and explain the various tax credit incentives, loans, façade improvement grants and business services that Richmond has to offer.
- Continue to move forward with the Buxton Retail Attraction Program, including on-going follow-up and site discussions with a subset of the forty (40) targeted retailers, especially restaurants and supermarket chains and independents.

**Division:** Economic Development  
**Project / Program:** Lawrence Berkeley National Laboratory  
**Project / Program Lead:** Bill Lindsay/Steve Duran/Thomas Mills/Shasa Curl

**Project / Program Description:** The top economic development opportunity for the City is the Lawrence Berkeley National Laboratory (Berkeley Lab) plan to develop a satellite campus in the east bay, which could grow to two million square feet in 30 to 50 years.

**Status:** Staff completed the final draft of the City's response to the Lawrence Berkeley National Laboratory (LBNL) request for qualifications ((RFQ) to become the site of the proposed LBNL 2<sup>nd</sup> Campus. The RFQ specifically states that the UC Field Station (already owned by the University) is the standard against which all other submissions will be assessed. The City Manager put together a team to comprehensively address the issues raised in the RFQ in order to convince LBNL to come to Richmond. Shasa Curl, with assistance from Hector Rojas, is coordinating internal responsibilities as well as assembling documents for the City's response to the RFQ. Shasa, Councilman Jeff Ritterman and Steve Duran are coordinating with staff in bringing diverse Richmond stakeholders together to ensure unanimity of community support for this project. Thomas Mills is working with Roi Evron on GIS mapping of Richmond assets and amenities for inclusion in the City's response. Planning, Engineering, the Police and Fire Departments and IT are all contributing vital assistance and data to the effort.

**Next Steps:**

- Finalize the narratives, maps and other materials for the City of Richmond's LBNL 2<sup>nd</sup> Campus RFQ response.
- Assist individual developer/owners as required with their respective RFQ site submittals.
- Submit the City's proposal by March 4.

**Division:** Economic Development  
**Project / Program:** Downtown Task Force  
**Project / Program Lead:** Janet Johnson

**Project / Program Description:** The Office of Economic Development collaborates with Downtown stakeholders including, the Iron Triangle Neighborhood Council, the Main Street Initiative, the Richmond Police, Youth**BUILD**, Downtown Merchants Association, Richmond Improvement Association, Kaiser Hospital, property owners, business owners and residents to discuss issues of concern, generate action items to address the issues and act as a liaison to other City departments in general.

**Status:** The Downtown Task Force did not meet in February. The following items were discussed in the issues and concerns are from the January meeting:

Police Report – Officer Matt Stonebraker reported that crime was down in the Central District and the street corners and Nevin Park are quiet. . No crime to report in the district.

East Bay Center for the Performing Arts (EBC) –EBC remains on track to finish construction by the end of March2011 and anticipates moving in sometime in April with a soft opening in June and an October 1 Grand Re-Opening.

Richmond Transit Village Pedestrian and Bike Linkages - The \$1M pedestrian and bike improvements on Nevin Avenue between Harbour Way and Marina Way are almost complete. The improvements will link the pedestrians and bikers from the Transit Village to Kaiser.

BART Garage – Spring 2012 is the projected completion date; the garage will have 9,000 square feet of ground floor retail fronting Macdonald Avenue and two public art pieces.

**Division:**

Economic Development

**Project / Program:**

Enterprise Zone Management

**Project / Program Lead:**

Thomas Mills

**Project / Program Description:** Staff is working with Contra Costa County to expand Richmond's Enterprise Zone (EZ) Program (a State sponsored designation that provides state tax credits to employers for hiring local residents) to include unincorporated North Richmond.

**Status:** Staff is closely monitoring the unfolding budgetary deliberations in Sacramento that, among other matters, seek to eliminate the EZ program. Meanwhile, staff and the City's legal department continues working with Contra Costa County officials on various documents to secure approval from HCD for the proposed expanded boundary of Richmond's new EZ to include unincorporated and contiguous areas of North Richmond. Staff received a *preliminary* approval to proceed and is currently reviewing draft documents from the County's redevelopment staff and legal department (using the Pittsburg/ County successful expansion as a guide). Staff intends to seek Council approval in April of a formal resolution in support of the proposed expansion.

Staff continues to provide information on Richmond's new Enterprise Zone (EZ) and Target Employment Area (TEA) to local business owners, brokers, consultants and entrepreneurs as well as to other interested businesses and their tax representatives outside of the city.

**Next Steps:**

- Continue to monitor the Governor's efforts to eliminate the EZ program.
- Continue working with HCD and Contra Costa County staff to prepare the MOU as well as separate resolutions for review and approval by the Contra Costa County Board of Supervisors and Richmond City Council.
- Garner Council approval in April of the proposed EZ expansion.
- Continue working with the State HCD-EZ and the City of Richmond GIS staff to complete input sheets for the EZ Street Roster for posting on the State and City websites.
- IT and Employment & Training, in collaboration with the Redevelopment Agency, will finalize a new street range roster for the EZ and the TEA and a new map for the TEA and post these documents on the business website.
- Continue to work with existing EZ businesses/employers and help newly relocated and prospective businesses understand and use the tax incentives offered through Richmond's EZ Program.
- Continue to collect and analyze data and outcomes per HCD-EZ program reporting requirements.

**Division:**

**Project / Program:**

**Project / Program Lead:**

Economic Development  
Revolving Loan Fund Program  
Janet Johnson

**Project / Program Description:** Staff manages the U.S. Economic Development Administration (EDA) Revolving Loan Fund Program. The funds are designated to provide loans and technical assistance to eligible small businesses in Richmond.

**Status:** The RLF Board did not meet in February. Staff received one loan application in February and is working with the applicant on the loan package.

**Next Steps:**

- Received completed loan application package and submit to Loan Approval Board.
- Receive and process loan applications under the new City of Richmond Energy Efficiency Loan Program.
- Meet with local banks regarding referrals of non-bankable loan applicants.
- Develop and implement a fund development and partnership strategy to replenish funds available through the RLF.
- Meet with Wells Fargo Bank to discuss possible funding to the RLF.

**Division:**

**Project / Program:**

**Project / Program Lead:**

Economic Development  
Main Street Initiative  
Janet Johnson

**Project / Program Description:** The “State of California Main Street District” includes Macdonald Avenue from 19<sup>th</sup> Street to 8<sup>th</sup> Street. The Richmond Main Street Initiative, Inc. (RMSI) is dedicated to revitalizing downtown Richmond as a vibrant, pedestrian friendly urban village offering products, services, arts and entertainment that reflect the community’s diverse heritage.

**Status:** General: Main Street continues to provide meeting space each month for the Contra Costa Small Business Development Center (SBDC) to conduct free one-on-one business consultation to small businesses. The RMSI Arts in the Window program is looking for more sites to install art in downtown buildings. In addition, RMSI is working with Richmond PAL on a proposal to open a bike repair business in the Main Street District.

Staff attended the Main Street stakeholders meeting on February 7. Approximately 30 stakeholders made up of business owners, workers, residents and community members attended the meeting. The agenda covered downtown revitalizing efforts including forming a Business Improvement District (BID) and a micro-entrepreneurship incubator program. Ms. Elliott also reported that a new tenant, CISCO, community organizing organization is moving into their building with 6 employees. In addition, the West County First 5 Center is opening a Richmond branch at 317 11<sup>th</sup> Street.

**Next Steps:**

- Continue exploration with local property owners, merchants and other downtown institutions the feasibility of establishing a Downtown Richmond Business Improvement District (BID) or Community Benefits District (CBD).

- Continue support/involvement with the Main Street programs and initiatives.
- Work with Richmond PAL on opening a bike repair shop in the district.
- Research and implement a youth recycling program in the Main Street District.
- Initiate a fundraising campaign for Main Street activities.

**Division:**

**Project/Program**

**Project/Program Lead:**

Employment & Training  
WIA & Dislocated Adult Worker  
Rosemary Viramontes

**Project/Program Description:** This program serves Richmond residents with training and job placement needs. It includes One-Stop orientations in which an overview of partners and services are presented, including Senior Employment Services, EDD, Job Corp, Veterans Services, LEAP, WCCUSD Adult School and Contra Costa College. Individuals are registered into EastBay*WORKS* and issued a Smartcard for use of career center services which include Cal Jobs registration, job listings, LMI, access to computers, telephones, fax, copier, employer on-line contacts, career assessment, resume templates, workshops that include Job Search Journey, Real Resume, Winning Interviews and Making the Job a Career. Employer Services for interviewing, screening and recruitment, etc. are also provided.

**Status:** For the 2010-2011 fiscal years, the goals are 85 enrollments for the Adult program and 60 for the Dislocated Worker (DW) program. The current enrollment under the Adult program is 36 and the DW is 45. We have completed our ARRA enrollment goals. Final count for enrollments under ARRA Adult: 59 and ARRA Dislocated Worker: 100. The current exit status for last program year is 178 exits meaning folks finished the program and obtained work.

Upstairs renovations are completed.

Staff have completed refresher courses on VOS and paperwork/forms for WIA.

Businesses served with job postings, recruitment or screening of applicants: Chase Bank, Chamber of Commerce, Cuticle Nails, GRIP, Kernet House, Foss Marine, Turner Group, Cornerstone Staffing, Solar Electric, Ally Electric, and Tutorworks.

**Next Steps:**

- We are working closely with our partner, EDD to create additional workshops for job seekers as well as enhancing our services to Veterans.
- We currently have 8 OJTs pending and we are getting more inquiries about the OJTs from employers.
- Job Search workshops are being revamped again. And advanced computer classes are being added.

**Division:**

**Project/Program:**

**Project/Program Lead:**

Employment & Training  
Enterprise Zone & Target Employment Area Vouchers  
Rosemary Viramontes

**Project/Program Description:** The Enterprise Zone is a State of California tax incentive program designed to stimulate business development and employment growth. The objective of the Enterprise Zone is to reduce the cost of doing business by offering tax credits. Employment



& Training handles vouchering for the “hiring tax credit” which is one of the five tax incentives offered through the Enterprise Zone Program.

**Status:** 46 vouchers were issued to the following companies: 24 Hour Fitness, Amtecol, ASI, AutoZone, Bay Area Beverage Company, Cinemark, Connexys Engineering, Emerald Fund, Maxum Petroleum, Oakland Paper Supply, Safeway, Target, Turbo Machinery, UPS, VOLT, and Wal-Mart.

**Next Steps:**

- The California Association of Enterprise Zones started a marketing campaign to support the EZ. Staff has been sending letter to Sacramento to support of keeping the EZ.
- More businesses have been inquiring about the Enterprise Zone recently.

**Division:**

Employment & Training

**Project/Program:**

Richmond**BUILD**

**Project/Program Lead:**

Fred Lucero

**Project/Program Description:** Richmond**BUILD** (RB) trains Richmond residents in a comprehensive pre-apprenticeship construction skills course that includes math, blue print reading, carpentry, cement work, energy efficiency, solar technology, basic electrical, and basic plumbing. Vigorous job-placement and case management components are included, as well. The program is funded by public and private grants and community partnerships that provide funding and in-kind services.

**Status:** Richmond**BUILD** started cohort 14 on January 3, 2011. We had 35 students the first day of class which is one of our biggest cohorts. We are on target to meet our benchmarks required for the Clean Energy Grant. Currently, we have 142 students enrolled and 107 students have been placed with employment opportunities. Graduates from RichmondBUILD have been placed on the Maritime Center, Martin Luther King Park and Lille Mae Jones projects. RB staff met with Turner Group Construction and Ghirardelli & Associates to discuss OJT employment opportunities, Turner Group Construction has agreed to hire eight RichmondBUILD graduates for a construction job in San Francisco, Turner Group has agreed to pick up five graduates through the OJT process

**Next Steps:**

- Continue negotiating with construction firms for RB job placements and union sponsorship.
- Continue to negotiate with solar companies for job placement.
- Attend functions to promote Richmond**BUILD**.

**Division:**

Employment & Training

**Project/Program:**

Youth**BUILD** Helping Hands, Board-Up

**Project/Program Lead:**

Jay Leonhardy

**Project/Program Description:** The Youth**BUILD** program provides academic enrichment, accredited high school services, construction training and leadership development for young adults age 18 to 24.

**Status:** In the month of February the YouthBUILD Richmond Program continued their work on the 17<sup>th</sup> Street housing renovation project, a partnership with NSP developer Kevin Hampton and the MissionRich Development Group. In addition, we began work on the Lillie Mae Jones Community Garden (LMJCG). The LMJCG Project is a community service project for YB participants. Staff and participants have designed raised planting beds and are recycling the lumber from the structural training project for material. We received a donation of various materials from Sunnyside Nursery, who have also committed the garden plants for the project. We also began planning for a project with Backyard Bounty to build urban chicken coops of various sizes that will be sold to residents in the East Bay, as well as modular raised beds that will be sold over the internet. The launch date for this project is projected as March 21<sup>st</sup>.

Staff participated in a two day YouthBUILD USA/Department of Labor sponsored training conference in Oakland. The program was closed for two days so that all staff could participate. Program Coordinator participated in three panels covering issues that provided training on developing strong collaborations, writing an effective MOU and supportive service delivery to at-risk and in-risk participants.

**Next Steps:**

- Bring participation levels within budget.
- Finalize MOU for 28<sup>th</sup> Street renovation project & develop MOU with contractor
- Expand general contractor and developer partnership base so as to provide more participants with paid work experience
- Develop MOU with Final Cut Construction for hiring of YB participants and graduates for RHA unit renovations
- Develop MOU with Backyard Bounty for construction and profit sharing

**Division:**

Employment & Training

**Project/Program:**

Summer Youth Employment Program

**Project/Program Lead:**

Jay Leonhardy

**Project/Program Description:** The Summer Youth Employment Program (SYEP) is designed to provide summer jobs for youth through the voluntary participation of private sector and governmental entities.

**Status:** The Richmond Workforce Investment Board (WIB) has approved a change in the model for the 2011 SYEP that was based on the decreased funding that is expected for the program this year. Over the last two years the program has averaged almost 700 youth per summer at a cost of over \$750,000 per year. At this point in the planning we can only count on \$450,000 being available for the program. The expectation is that the City Council will maintain their commitment of \$300,000, Chevron their commitment of \$100,000 and the County CSBG Program has committed to one final year of \$50,000. There will be no federal funds available for summer work experience programs anywhere in the country.

The applications were open to the public on February 21<sup>st</sup> and by the deadline had received over 500 applications. The first 400 will enter pre-employment training beginning March 14<sup>th</sup>, with the first day of work experience placement planned for June 20. Staff is planning to provide a meaningful, career path work experience for no more than 350 youth. As such, we will not be able to support our SYEP collaboration with the 15 youth serving organizations as we have in the past.

The program has set aside 15 slots for the WCCUSD School to Career program and allow them to recruit, train and place their participants. 15 slots will be set aside for Iron Triangle participants recruited by Opportunity West, as well as 16 slots for the Northern area of Richmond to be recruited by the Young Adult Empowerment Center and the Center for Human Development. All of these applicants will have to attend the pre-employment assessments and workshops sponsored by YouthWORKS (YW). YW will work with all three organizations to identify work experience placements.

**Next Steps:**

- Begin fundraising outreach to local business and corporate allies
- Draft contracts for pre-employment service providers
- Edit worksite agreement for 2011 recruitment
- Begin worksite recruitment

**Division:**

**Project/Program:**

**Project/Program Lead:**

Employment & Training  
Youth**WORKS** Program  
Jay Leonhardy

**Project/Program Description:** The client population served by the Case Managers in the year-round program are divided into two populations, younger youth that are 16 – 18 and older youth that are 19 – 21. To qualify for the year round program, a youth must be very low income or from a very low income family (i.e. a family of four living on \$26,240 a year, or less) and at least one of the following: academically challenged, involved in the Foster Care system, homeless, disabled, etc. The current total enrollment for the Year-Round case managed program is 460 youth. They generally make themselves available to the youth on their caseload on a 24/7 basis.

**Status:** 14 youth have been placed in the Richmond Youth Corp mentored work experience program. Five have been placed at Parks & Landscaping, 1 at the Richmond Auditorium and 8 are working with the National Park Service. An additional 8 youth remain to be identified and placed before the fiscal year is completed.

**Next Steps:**

- Establish stronger connections with the adult employment program specialist.
- Continue to assess new enrollees.
- Continue to collaborate with existing community-based organizations, Children & Family Services and the school district to leverage resources and services.

**Division:**

**Project / Program:**

**Project / Program Lead:**

Richmond Housing Authority  
Westridge at Hilltop  
Tim Jones

**Project/Program Description:** Westridge at Hilltop is a 401-unit apartment complex owned by the RHA. There are 200 studios and 201 one bedroom units. The RHA has contracted with a private company to provide property management services. The property was purchased by the Authority for investment purposes in 2003.

**Status:** Occupancy for the month of February was approximately 91.0%. The property is cash flowing sufficient to meet operating costs and to fund reserve accounts. Specifically, after operating costs and debt service, the development cash flow is being used to fund reserve accounts as follows: Senior Debt Service Reserve; Jr. Debt Service Reserve; Replacement

Reserves; and Operating Reserves. Once reserves are fully funded, any excess net operating income may be used to assist RHA operations. Overall, the Westridge development is performing very well. Stabilization efforts have yielded a viable asset.

**Next Steps:**

- Continue to fully fund all reserve accounts.
- Continue to implement FY2010/2011 operating budget.

**Division:**

Richmond Housing Authority

**Project / Program:**

Nystrom Village Development

**Project / Program Lead:**

Latan Jones

**Project/Program Description:** The Nystrom Village Family Public Housing and Hacienda Senior Public Housing sites are owned and operated by the Richmond Housing Authority (RHA). Nystrom Village was built in the 1940's and is comprised of 102 single story wood-frame duplexes. Hacienda is a six-floor, 150 unit senior development built in the 1960's. The Housing Authority plans to revitalize both properties by developing approximately 400 mixed-income rental and ownership units using a combination of public housing, tax credits, local and other affordable housing funding sources. The project objective is to develop one-for-one replacement of family and senior housing units. The development will include a historic preservation component at Nystrom, with community and supportive service facilities.

**Status:** The Nystrom Village Redevelopment Plan was completed in September 2008. The RFQ to procure a developer partner was released and staff has obtained Board approval to enter into negotiations with the highest ranked proposer to execute an Exclusive Negotiating Rights Agreement. Staff has executed the ENRA and Predevelopment Costs Sharing Agreements with the Development Team. Preliminary third party assessments of the Hacienda site are complete and assessments of the Nystrom site are ongoing. Similarly, the NEPA report for Hacienda is complete. Public comment periods and HUD final acceptance of the documents remain undone. On the Nystrom site, all preliminary plans have been completed. This month a resident meeting will be held to obtain resident comments of the plan.

Funding is the primary impediment to the rapid progression of the development project. All elements of the MHP application process were set in motion and nearly complete for Hacienda when HCD issued the notice that the MHP program was paused. If this program had not been halted, the Hacienda site may have been funded (based on pre-scoring). Pre-scoring and analysis is now underway using Tax credits which do not look as promising. Nystrom site is experiencing the same problem. A HUD energy funding program for multi family housing in conjunction with Authority RHF and Capital funding loans are being explored. Throughout the upcoming month, the primary goal of all development activity will be research to determine viable funding sources for the overall project.

**Next Steps:**

- Continue to pursue predevelopment and development funding sources for the project.
- Work with planning department to prepare project to initiate design review process.

**Division:** Housing and Community Development  
**Project/Program:** Lillie Mae Jones Plaza  
**Project / Program Lead:** Alicia Klein

**Project/Program Description:** This new construction project is located in the Iron Triangle at Macdonald Avenue and Second Street, consisting of 26 rental units (all of which are reserved for families, including the previously homeless, at or below 60% AMI). Community Housing Development Corporation of North Richmond (CHDC) and East Bay Asian Local Development Corp (EBALDC) are the development partners, with CHDC taking the lead regarding development and EBALDC taking the lead regarding operations. The total project budget is \$12 million. The adjoining site is proposed as a permanent home for the Brookside's Richmond Health Center.

**Status:** The contractor, Segue, has completed rough framing and windows and has begun roofing. Construction is projected to be 90% complete. Completion is expected in April 2011. Agency reviewed Developers' marketing plan. Development must expend 75% of American Recovery and Reinvestment Act funds by February 1, 2011; Developer has submitted disbursement requests exceeding this threshold.

**Next Steps:**

- Monitor construction progress.
- Developers submitted a draft services plan for Agency review.

**Division:** Housing and Community Development  
**Project/Program:** The Carquinez  
**Project /Program Lead:** Alicia Klein

**Project/Program Description:** In 1990 BRIDGE Housing acquired and rehabilitated the historic hotel known as Hotel Don to create 36 affordable housing units. The property is located at 400 Harbour Way. Now known as the Carquinez, the property is home to low-income, mostly frail seniors. Over time the property has developed capital improvement needs primarily due to water intrusion. BRIDGE Housing has sold the property to Carquinez Associates, which is financing these capital improvement needs with agency funds, Low Income Housing Tax Credits and the Richmond Housing Authority's allocation of Housing Choice Voucher / Project Based vouchers on all units except for the manager's. The projected total development cost including the base scope of work and the additional structural strengthening is \$10.939 million.

**Status:** The rehabilitation is complete. The development team is coordinating with the RCRA on the Nevin Avenue street improvements. Rent-up occurred in December 2010.

**Next Steps:**

- Agency is in the process for final retention payment.
- Developer to provide completion reporting.
- Developer to schedule a celebration of the completion of the historic rehabilitation and seismic strengthening.

**Division:** Housing and Community Development  
**Project/Program:** Nevin Court Development  
**Project / Program Lead:** Charice Duckworth

**Project / Program Description:** The original scope of work for this project included new construction of 10 attached townhomes for-sale to low and moderate income first-time homebuyers. Due to the drastic downturn in the homeownership real estate market, the Developer and the Agency have agreed to revise Nevin Court Development. The revised concept of this project will include approximately 20 rental units designated for lower income households. The development will include 1, 2, and 3 bedroom units, a community room, onsite-gated parking, and onsite property management,

**Status:** CHDC and Agency staff are currently working with the architect and Planning Department staff on the appropriate redesign for this site. CHDC is also working with a Financial Consultant regarding the financial feasibility of the revised scope of the project. Upon completion Agency staff and CHDC will discuss financing options for this project.

**Next Steps:**

- Agency and CHDC staff recognize need for additional parcels to make the project more financially feasible in current real estate market.
- Agency and CHDC staff continue to meet with Planning Department staff to finalize architectural design and green-building techniques.
- Agency staff to continue processing predevelopment invoices.
- Agency and CHDC staff working with consultant to apply for 9% Tax Credits to support this project.

**Division:** Housing and Community Development  
**Project/Program:** Vernon-Castro Site  
**Project / Program Lead:** Charice Duckworth

**Project / Program Description:** Staff is working with Community Housing Development Corporation of North Richmond (CHDC) and East Bay Habitat for Humanity (EBH) under an Exclusive Right to Negotiate (ERN) Agreement with the intent that the site be sold for \$1,000,000, that 20 very low income units are included in the development of about 50 homes on this North Richmond site. On-going property management of site, including weed and pest abatement, is being coordinated by HCD Staff.

**Status:** CHDC has contracted with PES Environmental to collect soil sampling to test for soluble lead in the soil on the site. Upon completion PES will provide CHDC and Agency staff with their final report and proposed recommendation for remediation of the site. CHDC has also contracted with Stetson Engineering, a Civil Engineering firm to determine the storm water drainage analysis and set-backs for the detention pond. No funds are available for further work on this site. Development of this site will be put on hold pending identification of new sources of funding.

**Next Steps:**

- Agency and community organizations are engaged in discussions regarding this site as a possible mixed-use and/or a residential community land trust model.
- Agency staff to receive final report from PES regarding remediation of site.

- Agency staff to receive recorded Survey from Stetson Engineering and revised site plan from Pyatok & Associates to determine total number of units to be developed on the site.
- Project to be put on hold due to lack of funding.

**Division:** Housing and Community Development  
**Project/Program:** Filbert Street Townhomes  
**Project / Program Lead:** Charice Duckworth

**Project / Program Description:** The proposed Filbert Street Townhomes will consist of 36 units (17 three-bedroom units and 19 two-bedroom units) along the Filbert Street corridor in North Richmond. The complex will feature a three-story wood frame residential building with energy efficient appliances, laundry hook-ups in each unit and 48 parking spaces. The development will be featured as a Limited Equity Cooperative for low to moderate income household, and will allow for equity shares, encourage long-term residency and preserve affordability for future residents. This project represents the Agency and County's continued interest and commitment to improving the North Richmond corridor along 3<sup>rd</sup> and Filbert Streets with new commercial and housing development.

**Status:** The Agency closed escrow on all seven parcels on October 1 is now entering the demolition phase of the project.

**Next Steps:**

- Contract and complete environmental assessment of four (4) additional parcels to project.
- Awaiting demolition bid documentation and selection of contractor.
- Assist CHDC with new funding applications to support construction phase of project.

**Division:** Housing and Community Development  
**Project / Program** Home Improvement Loan Program  
**Project / Program Lead:** Jene Levine-Snipes

**Project / Program Description:** This program area encompasses various individual programs and projects that entail the rehabilitation of existing homes. These services include: The *Home Improvement Loan Program* (HILP), which provides amortized, deferred and emergency loans and one- to-one assistance in selecting and monitoring contractors; and the *Minor Rehabilitation Program*, which provides hands-on assistance with painting and minor home repairs.

**Status:** Staff is currently reviewing and monitoring 31 new rehabilitation loans. The Home Improvement Loan Program continues to review potential program participants.

**Next Steps:**

- Close out loan files.
- Continue monitoring rehabilitation work.
- Staff is preparing to provide notice letters and packets to households on the waitlist.
- Staff is in the process of the State Monitoring for the CalHOME program.

**Division:** Housing and Community Development  
**Project/Program:** Neighborhood Stabilization Program  
**Project / Program Lead:** Patrick Lynch

**Project/Program Description:** The U.S. Department of Housing and Urban Development (HUD) Neighborhood Stabilization Program (NSP) is designed to reduce the impact of foreclosures in some of the hardest-hit neighborhoods. The City and the Richmond Community Redevelopment Agency (Agency) established the Richmond Neighborhood Stabilization Corporation (RNSC), a not for profit organization, to implement the City's NSP Program and entered into agreements with developers to perform the activities provided in the Substantial Amendment. Mechanisms may include homebuyer financing, acquisition, rehabilitation and disposition, land banking, demolition and redevelopment of vacant properties.

**Status:** The RNSC entered into NSP Program Agreements with Parkway Housing, Inc., MissionRich Development LLC, and KL Hampton Group LLC. Each NSP Development Team will perform acquisition, rehabilitation, real estate services, property management and other services associated with the preparation of foreclosed, abandoned and vacant properties. RNSC has submitted to HUD an updated revision to the allocation of NSP funds to maximize the amount available for acquisition, rehabilitation and disposition of homes and to provide for long-term affordability of the low-income units through market forces rather than recorded regulatory agreements.

In general, NSP activities include the acquisition and rehabilitation of foreclosed units targeting the following census tracts within the 94801, 94804, and 94806 zip codes in the City of Richmond. All NSP funds were allocated by the HUD deadline of September 16, 2010. 18 properties consisting of 25 units acquired (10 units targeting low income families and 15 units targeting moderate income families).

MissionRich. All acquisitions complete. 8 total units acquired (4 low income units and 4 moderate income units).

Community First. All acquisitions complete. 3 total units acquired (3 moderate income units).

K.L. Hampton Group. Executed loan documents to obligate NSP loan funds. All acquisitions complete. 5 total units acquired (2 low income units and 3 moderate income units).

Parkway Housing Inc., Executed loan documents to obligate NSP loan funds. All acquisitions complete. 9 total units acquired (4 low income units and 5 moderate income units). Parkway Housing, Inc. completed renovation of their second NSP property located at 253 S 6<sup>th</sup> Street. Parkway Housing, Inc. is expected to purchase three (3) additional foreclosed properties to fulfill their commitment of twelve NSP homes.

**Next Steps:**

- Close escrow on sale of 425 South 27<sup>th</sup> Street.
- Market home for sale at 253 S. 6<sup>th</sup> Street
- Secure additional funding to begin rehab of remaining NSP properties
- Partial bid walk is complete and schedule open bid-walk of remaining Parkway Housing, Inc. NSP homes using City's bids online data base.
- Monitor rehabilitation work and check labor compliance for Davis-Bacon provisions.



- Complete documents with the Office of State Historic Preservation on a Programmatic Agreement for rehabilitation of potentially historic homes.
- Monitor construction based on established construction schedule.
- Review and modify marketing plan for units as necessary.
- Complete documents for the rehabilitation of 6 units by Richmond **BUILD**.

**Division:**

Housing and Community Development

**Project/Program:**

Miraflores Residential Development

**Project / Program Description:** This proposed project is being developed through a collaborative effort between CHDC and Eden Housing and is located in the Park Plaza neighborhood. While the precise number of units, level of affordability and type of development are being assessed at this time, the approximately 14-acre project will contain both for-sale (approximately 200 units) and senior rental housing (approximately 150 apartments). CHDC and Eden are developing the rental portion of the project, which will all be affordable.

**Status:** Negotiations with a potential Abatement, Historic Structures Relocation, Demolition and Soil Remediation contractor complete. Contract documents are being reviewed by Agency attorneys. Contract will be recommended for approval to Agency Board in December or January. Site prep work may begin in first quarter of 2011. Disposition and Development Agreement negotiations with for-profit developers are proceeding. A land appraisal for Miraflores has been ordered.

**Next Steps:**

- Site environmental cleanup began with the initial vector control and rubbish removal
- Continue to implement site security measures.
- Continue to seek grant and other funding opportunities for the proposed development
- Continue negotiations on Disposition and Development Agreements with affordable and for profit development partners.
- Market rate appraisal of Miraflores property is complete.

**Division:**

Housing and Community Development

**Project/Program:**

Brownfield Revolving Loan Fund

**Project / Program Lead**

Natalia Lawrence

**Project / Program Description:** The Richmond Community Redevelopment Agency (“Agency”) has received Environmental Protection Agency (“EPA”) financial assistance to create the Richmond Brownfields Revolving Loan Fund (RBRLF). The RBRLF program offers below market rate loans and grants (“sub-grants” to non-profit entities) to assist with the remediation of Brownfields properties in order to return them to productive economic use in Richmond.

**Status:** Final loan documents are being prepared. Commitment letters were issued to borrowers

**Next Steps**

- Continue to market the program to prospective clients.
- Execute loan documents for approved projects and begin disbursement process.

**Division:** Housing and Community Development  
**Project / Program:** CDBG/HOME Programs  
**Project / Program Lead:** Ana Cortez

**Project / Program Description:** The U.S. Department of Housing and Urban Development (HUD) Development Block Grant (CDBG) and Home Investment Partnership (HOME) programs are implemented by HCD staff, which manages and documents protocols, timelines, forms and procedures for managing various funding sources. This program area encompasses the various activities necessary to obtain, maintain and provide financing for residential development, public facilities improvement, community development grants and loans.

**Status:** HUD Monitoring of HPRP - HUD requested the City's protocol for HPRP disbursements. Staff started designing a framework that would ensure that sub-recipients invoice the City the 15<sup>th</sup> of each month- without any exceptions. The invoices will be done independently from each other; in the past, Shelter Inc.'s invoice contained expenses for Rubicon, Grip and Bay Legal. From now on, each entity will invoice separately to avoid delays to all reimbursements when only one entity is late. Joint invoicing contributed to delays in payments to GRIP and an interruption of services in the summer.

CDBG Monitoring –Last month staff conducted program reviews of GRIP, Rubicon, CHDC, New Connections and Bay Legal. This month staff is monitoring RISE center. This visit will range from a few hours to an entire day. With the exception of Rubicon, all programs are being fully implemented. New Connections and GRIP have completed 100% of their goals and we have requested that they close their contracts by submitting final invoices and final reporting. Rubicon's first quarter has been used to design the program and to enroll participants. Staff will closely at how the program evolves in the next two months.

Citizen Participation Plan - The CDC provided valuable input on how to improve the Citizen Participation Plan. Comments have been incorporated. Staff will evaluate a strategic time to bring the plan to the Council for approval.

**Next Steps:**

- Respond to HUD's concerns regarding HPRP.
- Continue monitoring other sub-recipients.
- Present Citizen's Participation Plan to council.

**Division:** Redevelopment  
**Project / Program:** Blight Abatement  
**Project / Program Lead:** Alan Wolken

**Project/Program Description:** RCRA is working with Code Enforcement and other City departments regarding code enforcement and demolition issues.

**Status:** Both the Operation Clean-Up and Focused Graffiti Abatement programs have been defunded due to reduced tax increment revenue and the state's take of Redevelopment Agency funds. Staff provides support by sitting as Code Enforcement Hearing Officers on violation matters and helping with property condition assessment as well as the procurement of outside services.

**Next Steps:**

- Continue to work with City Attorney to facilitate demolition of abandoned structures.
- Continue to assist with Hearing Officer duties.
- Assist with cleaning Agency owned properties.

**Division:**

**Project / Program:**

**Project / Program Lead:**

Redevelopment  
23<sup>rd</sup> Streetscape Design  
Alan Wolken

**Project/Program Description:** Streetscape improvements are planned for 23<sup>rd</sup> Street from Bissell Avenue to Costa Avenue. Through numerous interactive workshops, the community and local 23<sup>rd</sup> Street Merchant Association have expressed their vision for a revitalized 23<sup>rd</sup> Street that is attractive, safe, and pedestrian-friendly. The improvements are to include continuous two way traffic, new street furniture, pedestrian-scaled street lights and signals, street trees and related landscaping, new sidewalks and crosswalks, decorative hardscapes, way-finding signage, and public art.

**Status:** The project has completed its goal of presenting back to the community the preferred design alternative and that alternative has now been studied and commented on to include thematic elements and public art components. Interim improvements such as installation of additional benches and receptacles, and a banner program have been installed. Additional traffic analysis has been finalized to ensure that there is continuity with the city's General Plan update. This project is also intended to complement the introduction of the form-based code approach to planning and zoning. Staff presented project to the Design Review Board for review and comment. Project on hold due to state's take of redevelopment funds. Project can be viewed on our website: <http://www.ci.richmond.ca.us> Keyword: 23<sup>rd</sup> Streetscape.

**Next Steps:**

- Continue to research funding opportunities.

**Division:**

**Project / Program:**

**Project / Program Lead:**

Redevelopment  
23<sup>rd</sup> Street Form-Based Code  
Alan Wolken

**Project/Program Description:** Continuing with the revitalization vision for 23<sup>rd</sup> Street, the RCRA and Planning & Building Services worked with Opticos Design, Inc. to develop a Form-Based Code (FBC) for the Corridor. A Form-Based Code is a means of regulating development to achieve a specific urban form. It creates a more predictable "look" by controlling physical form with a lesser focus on land use as in the traditional "zoning" approach.

**Status:** Urban design consultant, Opticos has held an informational session at the Veteran's Memorial Hall, and a community visioning and charrette was held at City Hall. Opticos, with the public's input, came up with a forward thinking vision for the 23<sup>rd</sup> Street corridor which emphasizes large-scale transit-oriented development south of Macdonald Avenue, and small scale mixed-use throughout the remainder of the 23<sup>rd</sup> Street corridor.

**Next Steps:**

- The Planning Department will move forward with implementing the form-based code.

**Division:** Redevelopment  
**Project / Program:** Downtown Area Improvements  
**Project / Program Lead:** Michael Williams/Alan Wolken

**Project/Program Description:** Agency staff is working with WCCTAC, Kaiser Permanente, and the Social Security Administration to implement improvement programs Downtown. The improvements are planned for the City owned plaza, streets and sidewalks bordered by and adjacent to Harbour Way, Marina Way, Barrett Avenue, Nevin Avenue, and Macdonald Avenue.

**Status:** The Agency sponsored two separate TLC Capital Grant applications for bicycle, pedestrian linkages and access improvements from the Transit Village along Nevin Avenue westward to Social Security, Kaiser and the Downtown area. The applications were approved and were combined to create an award in the amount of \$1.075M from the Metropolitan Transportation Commission (MTC). The drawings have been approved by the MTC and Caltrans. Caltrans has issued the project its E-76 Construction Authorization. The project went to bid and the lowest responsive bidder Ghilotti Brothers Inc was awarded the contract. (GBI). Work was initiated in June with the project scheduled for completion.

**Next Steps:**

- Coordinate, monitor and finalize construction.
- Review results of the downtown parking study and strategy.

**Division:** Redevelopment  
**Project / Program:** 12<sup>th</sup> and Macdonald Mixed Use Project  
**Project / Program Lead:** Alan Wolken/Chad Smalley

**Project/Program Description:** The Olson Company was chosen by the Agency Board as the Master Developer for this project, which is bound by 11<sup>th</sup> Street, Nevin Avenue, 13<sup>th</sup> Street, and Macdonald Avenue.

**Status:** Building demolition has been completed and the site is fenced and ready for development. Softness in both residential and retail real estate is hindering project planning and negotiations. Staff has been meeting with the Olson Company and retail representatives to develop a phased development concept. The ANE has now expired due to lack of progress towards site development.

**Next Steps:**

- Develop a phased development concept and marketing strategy for downtown development.

**Division:** Redevelopment  
**Project / Program:** Cherokee/Simeon Properties Campus Bay  
**Project /Program Lead:** Steve Duran

**Project/Program Description:** Development of the approximately forty-acre Brownfield site adjacent to the Bay Trail and Stege Marsh on San Francisco Bay.

**Status:** Department of Toxic Substance Control is monitoring clean-up and related activities and is in discussions with the development team regarding future development activities. The site characterization work is complete. The developer has submitted a site remediation plan for

review by the DTSC, the Community Advisory Group (CAG) and the public. The CAG continues to hold monthly meetings to monitor site remediation plans and activities and toxics committee meetings to give close scrutiny to technical issues related to site pollutants. The Campus Bay site is now under the control of the bank and a development team is crafting a site specific response to the Lawrence Berkeley National Laboratory Request for Qualifications for a second campus location.

**Next Steps:**

- DTSC will complete its public review of site remediation plans provided by the developer.
- Once a Remedial Action Plan is approved by the DTSC, the developer can move forward with CEQA, as well as site clean-up and monitoring activities in accordance with applicable regulatory requirements.
- Berkeley Lab is scheduled to choose a second campus site in June 2011.

**Division:**

Redevelopment

**Project / Program:**

Proposed I-80 Shopping Center Expansion

**Project / Program Lead:**

Alan Wolken

**Project/Program Description:** The proposed expansion of the I-80 Shopping Center could add up to 200,000 square feet, of additional regional commercial development. The site currently contains the old Toy's-R-Us building operating as a printing business, the County Health Center and other parcels.

**Status:** Staff continues to work with potential developers and users for the site.

**Next Steps:**

- Continue meeting with potential developers and users and keep apprised of the county's relocation of the Health Center.

**Division:**

Redevelopment

**Project / Program:**

West Macdonald Avenue Streetscape Improvements

**Project / Program Lead:**

Alan Wolken

**Project/Program Description:** The second phase of streetscape improvements along West Macdonald Avenue from Harbour Way to Garrard Boulevard. Effort builds off the improvement program developed as part of the Macdonald Avenue Revitalization Plan.

**Status:** Design drawings for the second phase of this project have now been completed but funding has been put on hold due to the state Supplemental Educational Augmentation Fund (SERAF) taking and reduced tax increment income.

**Next Steps:**

- Continue to work on state and federal funding appropriations to fund the next phase of improvements.

**Division:**

Redevelopment

**Project / Program:**

Façade Improvement Program

**Project / Program Lead:**

Alan Wolken/Michael Williams

**Project/Program Description:** The Façade Improvement Program provides financial grants to eligible property owners and ground floor tenants to upgrade the appearance of storefronts in order to help create a positive retail environment. The original target area was along Macdonald Avenue and along 23<sup>rd</sup> Street between Bissell and Maricopa, and now includes redevelopment project areas located along San Pablo Avenue. By focusing on these high impact areas, it is the Agency's intent to stimulate additional economic development in the surrounding areas. These \$20,000 loans are forgivable and do not have to be repaid to the Agency provided that a tenant or owner continues to occupy the space for five years. The loan will be forgiven in 20% increments on an annual basis such that at the end of five years there will be a zero balance.

**Status:** Staff has completed the assessment and coordination of local architects and contractors for referral. Sixty projects are in the façade program.

**Next Steps:**

- Funding for the future year has been eliminated due to state Supplemental Educational Augmentation Fund (SERAF) taking and reduced tax increment revenue.
- Staff researching alternative ways to fund this program.

**Division:**

Redevelopment

**Project / Program:**

Marina Bay/Northshore/Ferry Terminal

**Project / Program Lead:**

Alan Wolken / Chad Smalley

**Project/Program Description:** Signature Properties is developing 128-townhouse units as well as 50,000 square feet of commercial space on the site. As part of Signature's transaction with Virtual Development, consistent with the Master Agreement for Marina Bay, the Agency has received \$4.1 million for the residential portion of the property. Signature Properties amended their Commercial & Residential Development Commitment Agreement to allow additional time to complete the commercial component allowing for the ferry terminal development.

**Status:** Residential construction is progressing and is about 85% complete. Redesigned access from Regatta Blvd to the shoreline areas has been completed. Amendment to the BCDC permit for the final development program has been executed. Component specific plans have been submitted to BCDC for the proposed 50,000 square feet of waterfront commercial development and public improvements and access; however, the commercial development plan could be revisited due to potential impacts of a possible ferry service site being brought forward with Water Emergency Transportation Authority (WETA). WETA has commenced work on the environmental document for a terminal on the south shoreline area and Agency staff is assisting the environmental consultant with this effort. However, cash flow issues caused by WETA's state funding sources stalled work on the environmental document. Staff's interaction with WETA and Sacramento has moved state funding back into WETA with environmental design added to the work effort. Agency staff participated in the consultant selection for Richmond's ferry terminal design with contracts being executed this month. Signature requested minor changes to the un-built residential portion of the project to provide a different floor plan to enhance marketability and those changes were approved by the Marina Bay Design Review Board.

**Next Steps:**

- Finalize east/west access road to include a median break along Marina Way South and enhanced pedestrian improvements concurrently with completion of housing.
- Continue to assist with work on the EIS/EIR with environmental consultant for Ferry Terminal.
- Develop Ferry Terminal design with WETA and Signature properties to ensure a well designed and functional interface between retail and ferry facilities.
- Redevelopment funding eliminated due to state Supplemental Educational Augmentation Fund (SERAF) and reduced tax increment.

**Division:**

Redevelopment

**Project / Program:**

Officer Bradley A. Moody Memorial Underpass

**Project / Program Lead:**

Chad Smalley

**Project/Program Description:** Procure funding for, design, bid and construct a rail grade separation on Marina Bay Parkway between Meeker and Regatta.

**Status:** The State has established a new Board to manage the Ferry system throughout the State. They have a reported budget of \$250 million dollars. With the funding available, staff will work on the design and start CEQA review regarding the Meade bypass. Easement with University of California has been reviewed and is ready for execution by UC management. Fehr and Peers has completed a circulation and traffic studies for this effort. Staff is reviewing the findings of the traffic study with the railroad companies, CPUC representatives and UC staff. Staff applied for a \$6M in State Proposition 1-B funding program, and received \$5M from CTC contingent on development of a funding program for the Marina Bay Parkway Grade Separation. MTC staff then proposed to include the project in the Trade Corridor Improvement Fund program and informed the CTC of their intentions to request an amendment to that program to include the Marina Bay Parkway Grade Separation Project for \$18.975M from this fund in lieu of the \$5M HRCSA grant. The CTC formally approved the TCIF funding in March. \$11.2M in Measure J Transportation sales tax funds has been made available through funds programmed for the Richmond Parkway/Ferry Service. The Agency Board awarded the design contract on October 20, 2009 with design work progressing. Funding for this design contract is wholly provided by the Measure J funds described above. On February 16, 2010 the City Council officially renamed the project the “Officer Bradley A. Moody Memorial Underpass.” Staff presented preliminary design documents to MBNC at their April 14<sup>th</sup>, 2010 meeting. A 65% design submittal was received in early June 2010 and City departments have provided comments to the design team. These comments have been addressed in the 95% design submittal, released in October 2010. An advisory ballot was mailed to all owners and occupants in the Marina Bay area to inquire whether the community prefers that Marina Bay Parkway be closed during 20 months of construction or remain open with construction duration of 36 months. The vote favored a 20-month construction period. We received and executed a General Order 88-B form from the railroads and submitted to California Public Utilities Commission (CPUC).

**Next Steps:**

- Work with MTC, CCTA and Caltrans to monitor project funding programs.
- Complete design and engineering for grade separation.
- Continue working with Pulte on easements.

**Division:**

Redevelopment

**Project / Program:**

Ford Assembly Building Rehabilitation

**Project / Program Lead:**

Steve Duran / Alan Wolken

**Project/Program Description:** The Ford Building Rehabilitation Project is bringing the historic Ford Assembly Building at the foot of Harbour Way into use once again as an important destination along the Richmond shoreline. The building has been redeveloped into a mixed-use project that includes: industrial/research and development, retail, restaurant, office, and soon to be developed Rosie the Riveter Visitor Center.

**Status:** Staff has finalized the procedures with HUD and has also drawn down the \$1.5 M in BEDI grant funds. The total leased space is now up to 90% of rentable area, or about 420,000 square feet. Tenants include: Sun Power, Best Line, and Mountain Hardware. Staff is monitoring space planning meetings between Orton and the National Park Service for the Rosie the Riveter National Historic Park Visitors Center. Staff continues to meet with BCDC and ODI staff regarding permit violations. Plans have been prepared and resubmitted to BCDC for review. City Council authorized staff to enter mediation regarding the Visitor Center. Staff has participated in two mediation sessions and continues moving forward with ODI and NPS regarding the Visitor Center. City Council/Agency board authorized execution of all documents related to the development of the visitor center at their December 7, 2010 meeting. Staff continues to attend Rosie the Riveter meetings to finalize interior improvement plans.

**Next Steps:**

- Monitor quarterly interest payments on HUD Section 108 and BEDI loan and ensure ongoing loan compliance with HUD regulations.
- Finalize with the National Park Service and ODI the interior improvements of the Rosie Visitor/Education Center.
- Finalize BCDC permit.

**Division:**

Redevelopment

**Project / Program:**

Finalize Marina Bay Trails/Landscaping Areas

**Project / Program Lead:**

Craig Murray

**Project/Program Description:** Assist Richmond Public Works with public improvements. Coordinate with the Marina Bay Neighborhood Council, Trail Stakeholders, Parks and Recreation and the Harbor Master to implement improvements to landscaping, lighting, sidewalks, trails and parks in the Marina Bay Area.

**Status:** Funding has been decreased due lower tax increment revenues and pending SERAF payments to the state. The Bay Trail Improvement Project has been progressing with Questa Engineering assisting with several community meetings. Staff has been coordinating monthly meetings with Questa and other departmental staff and other consultants. Questa to provide a final design following staff review of design features. Questa was approved by the Agency Board in September, 2009. Questa is reviewing final electrical design to incorporate in bid plans and specifications. For the Marina Green and Park Improvement Project, Watkin & Bortolussi's insurance was approved and they are coordinating with Vallier Design Associates (VDA), Ghirardelli Associates, Inc. (GAI) and Staff on the Master Irrigation Control system throughout Marina Bay. VDA, GAI and Staff reviewed the RFQs received for the Electrical Design Work and made a recommendation in May. Zeiger Engineers was selected and contract work is progressing. Public Works, GAI and Agency staff have met with VDA, GAI and Nichols



Consulting Engineers (NCE) and the selected Electrical Designer Zeiger to work on specifications to be bid for necessary Marina Green and Park Improvements. Improvements will include new and replacement parking lot and area lighting, cross-walk upgrades, drinking fountain, restroom pad, improved circulation and new irrigation and landscaping. Staff and GAI are preparing a RFQ for a general contractor to complete the renovation of Marina Bay Park and Green. Electrical design bid documents have been submitted to Questa for final bid packet preparation. Master Irrigation system weather station and antenna location have been installed. Two new drinking fountains along the SF Bay Trail at Dock E and the Harbor Masters Building have been installed. Electrical reestablishment to certain controllers is being finalized. Staff and consultants plan on a system start up in late November. On the Lucretia Edwards Park Relighting Project, RCRA's electrical upgrades are complete. South Shoreline Bay Trail, Richmond Redevelopment Area 11A South Shoreline Marina District, was put out to bid in January. A Pre-Bid Conference was held in January and bids are due in February. Four bids received from reputable local firms. A recommendation will go forward to Finance Committee and City Council in April.

**Next Steps:**

- Finalize plans with Questa for Bay Trail improvements.
- Meet with Marina Park & Green Consultants & develop Design documents.
- Staff to coordinate with Engineering, Veolia on Shimada Park improvements.
- Negotiate reductions in costs based on wireless improvement to the irrigation controllers with Watkin & Bortolussi.
- Staff to coordinate a meeting of consultants and staff working on both the Marina Park and Green Project and the Marina Bay Trail Improvement Project.
- Conduct System Start Up for Master Irrigation Controller.
- Install new water fountains at Harbor Master Location and SF Bay Trail at Melville Square.
- South Shoreline Trail plans to appear in front of Design Review Board.
- Receive and review bids for South Shoreline Trail.
- Review budget and bid information with Parks staff.

**Division:**

Redevelopment

**Project / Program:**

Civic Center Revitalization Post Project Activities

**Project /Program Lead:**

Steve Duran

**Project/Program Description:** The Civic Center Master Plan is the basis for the rehabilitation of Civic Center and the redevelopment of adjacent sites. The primary purpose of the project is to move City administrative functions back to a revitalized Civic Center campus, which includes the City Hall and former Hall of Justice renovation. The private sector portion of the project is envisioned to include residential, retail, and possibly office space components.

**Status:** The Civic Center Revitalization Phase One Project Scope of work has been completed. However, there are a number of relatively minor projects that are being funded by surplus project funds. Landscape irrigation upgrades are complete. Additional parking lot signage is complete. Additional interior lighting installation is 99% complete, with just minor punch-list items remaining. Also funded are a new marquee sign and Library roof repairs, both of which are being managed by the Public Works Department.

**Next Steps:**

- Complete additional lighting project punch list.
- Complete library roof repairs and marquee sign upgrade.
- Close out project and transfer remaining funds to Downtown Revitalization fund.

**Division:**

Redevelopment

**Project / Program:**

Transit Village – Metro Walk

**Project / Program Lead:**

Alan Wolken / Michael Williams / Chad Smalley

**Project/Program Description:** The Richmond Transit Village project is located on approximately 16.7 acres centered around the Richmond BART and Amtrak Stations. The project is being constructed in two phases, and will eventually consist of a total of 231 units of ownership housing developed by The Olson Company, including townhouses and live-work units; 27,250 square feet of retail space; and a 2,800 square foot inter-modal transit station which will house facilities for transit related operators; and a five-story, 672-space garage facility that will include 9,000 square feet of ground-floor retail. Phase I is on the west side of the existing BART station and includes 132 units of housing, approximately 7,500 square feet of retail, and a five story, 771-space BART parking garage with an additional 9,000 square feet of ground floor retail space. Phase I completes the 132 housing units, elevates the Nevin Avenue walkway which provides primary access to the transit station from the west and leads pedestrians to a plaza immediately west of the BART station, and builds the new 2,800 square foot inter-modal transit building. Phase II is approved to consist of 99 housing units, approximately 10,750 square feet of retail space, and will elevate the Nevin Avenue walkway to provide enhanced transit access to the station from the east. All Phase II improvements will be constructed on the east side of the existing BART station after the completion of the parking garage.

**Status:** Both the residential and retail portion of Phase I are complete, with all 132 housing units sold. Construction of both the Nevin Walkway and the Intermodal Transit Station building are now complete. The new station ticketing agent/station vendor has begun operations, and the multi-agency police facility (“patrol stop”) has opened primarily serving BART police officers at this point in time.

Pedestrian access and safety improvements related to the AC Transit bus shelters and operations will be constructed along with the parking garage. The TCRP construction funding for the parking structure is uncertain, but staff secured an additional \$1M for final design work through an allocation approved by the CTC in June 2008. \$2.82M in TCRP funding was secured for the project contingent on reimbursement occurring in FY 2015. Staff also \$10.1M in STIP funding for the project. The parking garage public bid was awarded to C. Overaa & Co., Inc. and construction is underway, with completion scheduled for spring 2012.

Staff, with assistance from the Richmond arts community, has completed an artist selection process for the public art to be installed on the Parking Structure. The internationally-renowned artist Mildred Howard was selected to design and construct two installations to be affixed to the east and west elevations of the parking structure. An artist’s contract was negotiated in coordination with BART and was awarded in July 2010. Work on the artwork has commenced and will coincide with completion of the parking structure.

Looking ahead, staff applied for and received a \$600,000 grant from Bay Area Air Quality Management District (BAAQMD) to assist with design and construction of pedestrian improvements to Nevin Avenue from the Transit Village east to the Civic Center and executed a

funding agreement for the same in February 2009. Staff also secured a \$750,000 from the Safe Routes to Transit program in January for the Nevin Avenue work. The design of the Nevin Avenue improvements between 19<sup>th</sup> and 27<sup>th</sup> Streets is nearly complete. Staff applied for and received both county and regional TLC funding for final design and construction of the Nevin Avenue improvements, totaling nearly \$4 million.

**Next Steps:**

- Pursue new design options for the east side residential and the NE corner of Marina Way and Macdonald Avenue.
- Continue development of public art for the parking structure.
- Complete design development including community outreach.
- Continue Transit Station tenant vendor enhancement efforts.
- Complete design and engineering of Nevin Avenue to Civic Center streetscape
- Continue to develop a funding plan for Nevin Avenue construction phase
- Monitor construction of Parking Structure.
- Submit Station Area Planning Grant to MTC for integrated planning effort.

**Division:**

Redevelopment

**Project / Program:**

Terminal One

**Project / Program Lead:**

Alan Wolken / Steve Duran

**Project/Program Description:** The Terminal One project involves the redevelopment of approximately 13.5 acres of shoreline property immediately to the east of Ferry Point and Miller-Knox Regional Park, and west of the Richmond Yacht Club and Brickyard Cove. The project is approved for up to 258 residential units. In addition, the project will include development of several areas of open space along the shore adjacent to and including the terminal pier. A new segment of the Bay Trail will be developed to provide access to the shoreline.

**Status:** Settlement agreements have been negotiated and executed with all parties in three law suits, which were delaying re-initiation of project activities. Toll Brothers will not be the developer, but the land entitlements remain in place and staff intends to move forward with a new request for qualifications and proposals (RFQ/P) process that will include certain requirements to which were agreed in the settlement agreements. Completed work on appraisal of BNSF property. The RFQ has been finalized for distribution and will be released in March or April.

**Next Steps:**

- Continue to pursue the purchase of the BNSF property as well as include the requirement to acquire the BNSF property in the RFQ.
- RFQ finalized for distribution for final internal review before release to residential developers.

**Division:**

Redevelopment

**Project / Program:**

Marina Bay/Meade Street By-Pass Road

**Project / Program Lead:**

Alan Wolken / Craig Murray

**Project/Program Description:** Develop interim By-Pass road for Marina Bay traffic while a train is present in the area. This road will serve area until a permanent underpass is built.

**Status:** Agency, Engineering Staff, CEA and sub consultants met with Union Pacific Railroad representative to review site and comment on draft design documents. CEA is meeting with UC

to ready the construction area. Development application readied and submitted to PG&E. EBMUD met with staff in field to identify domestic water availability. Veolia to assist in confirming storm drain access under UPRR lines. Information to be incorporated into City GIS system. CEA coordinating with UC & EBMUD for water service. Engineering Dept. to review final plans. Plans presented to the Public Safety Committee in September, 2010. Plans are at 95% level and in a final comment period. Bid specification documentation preparation has commenced. PG&E agreed to conduct relocation work. PUC has authorized GO-88, UC Field Station has authorized a sub-meter for irrigation purposes. UPRR has indicated that estimates necessary for an Easement Agreement should be available in March. Construction and Bid Management Engineers BKF will be tracking progress with UPRR Staff reviewed project with BKF in January. BKF will be responsible in assisting the Agency during the bid solicitation, bid review/selection and construction periods.

**Next Steps:**

- Work with CEA and representatives from UPRR and PUC for appropriate project clearances.
- Complete design & construction documents and solicit bids.

**Division:**

Redevelopment and Employment & Training

**Project / Program:**

Employment Resource Center

**Project / Program Lead:**

Sal Vaca / Steve Duran

**Project / Program Description:** The Redevelopment Agency acquired a site known as the Adachi site at on San Pablo Avenue bordering the BART tracks and adjacent to the Home Depot store for the purpose of developing an employment resource center to serve day laborers and other others seeking employment. Goals include getting casual laborers off the streets around the Home Depot, providing a connection between those seeking and those providing employment, providing English second-language classes and providing other resources for job-seekers. Employment & Training is taking the lead on seeking grant funding and service providers, while Redevelopment will manage the design and construction aspects of the project.

**Status:** Staff is researching funding sources, including federal and foundation grants.

**Next Steps:**

- Assign project managers from Employment & Training and Redevelopment.