



Meeting Minutes

CONTRA COSTA COUNTY East Richmond Heights Municipal Advisory Council

Wednesday, January 21, 2026

6:30 PM Open Door United Methodist Church, 6226

Arlington Blvd |

[https://cccounty-us.zoom.us/j/89528918999?](https://cccounty-us.zoom.us/j/89528918999?pwd=4uftQvRgGrauBDkPTc6DbK4VqlQiAB.1)

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Jon Sargent (Chair), Victoria Lynn Curtis (Vice-Chair), Jinwei Zhang, Joann Pavlinec, Pam DeWitt, Bara Sapir

Agenda Items: Items may be taken out of order based on the business of the day and preference of the Committee

1. Roll Call and Introductions
2. Treasurer's Report
3. Approval of Minutes

[26-302](#)

Attachments:

[erhMACMinutes_11.19.25](#)

4. Presentations

P.1. Presentation by Contra Costa County Supervisor's Office

County staff have initiated preliminary internal discussions regarding potential updates to the County's noise regulations. An initial meeting was recently held to begin outlining the possible scope of proposed regulations and to identify key considerations that may inform future policy development. Formal drafting of proposed regulations is not expected to begin until these preliminary discussions are complete. Community input opportunities will be shared as the process advances and additional milestones are reached.

P.2. Presentation by Sheriff's Office Bay Station Commander, Lt. Brian Fitzgerald

P.3. Presentation by Richmond Police Department, Sgt. Terry Thomas

P.4. Presentation by California Highway Patrol, Officer Rivera (tentative)

P.5. Contra Costa County Fire Protection District Update, Michelle Rinehart

An update was provided regarding regional wildfire mitigation efforts and compliance with the Governor's executive order following the Palisades and Eaton fires. The order allows for a streamlined environmental review process to expedite fuel break projects, with a deadline to initiate work by October 2026. Staff are preparing to apply for the next round of CAL FIRE grant funding and are also

evaluating Proposition 4 as an additional funding source. Application materials, including maps and letters of support, will remain consistent across submissions.

Recent grant cycles were highly competitive, with funding levels lower than in prior years. Several Bay Area agencies were denied due to technical submission issues, underscoring the importance of additional safeguards for future applications.

Fuel break mapping continues through the state's Cal Mapper platform. Detailed data, including width, treatment type (e.g., mastication, lop and scatter, pile burning), and maintenance schedules, are being uploaded to improve transparency and support insurance risk modeling. The goal is to make this information publicly accessible through the district website to assist residents and insurers in understanding local mitigation efforts. Coordination is ongoing with Contra Costa County, East Bay Regional Parks, and other agencies to ensure consistency and long-term maintenance.

P.6. Presentation by West County Wastewater, Judy Chen

Judy Chen explained West County Wastewater's sewer lateral compliance program, which ensures property owners maintain and repair private sewer laterals to protect public health and the environment. The agency offers up to \$4,500 in incentives for repairs in high-infiltration areas, with possible expanded rebates for low-income homeowners. The council and public posed questions about eligibility and program administration.

P.7. Presentation by Animal Services Director, Ben Winkleblack, "County Animals Services Ordinances"

Contra Costa County Animal Services provided a comprehensive operational update. The department has expanded clerical support and added an adoption coordinator to streamline processes and improve accessibility. Plans are underway to open the adoption center seven days per week, with implementation anticipated upon completion of staff training.

The shelter facility was designed to house approximately 112 dogs and a similar number of cats but has recently experienced significant capacity pressures, including managing approximately 170 dogs. Staff emphasized that capacity is fluid and dependent not only on total numbers but also on animal stress levels and care needs. Regular operational meetings are held to assess and adjust care plans accordingly.

Field Services has implemented a new deployment model assigning officers to specific geographic areas to improve continuity of care and response times. This approach has resulted in reduced response times and increased enforcement actions for serious animal welfare violations. The department continues to prioritize injured or aggressive animals and critical investigations.

Community outreach efforts have expanded, including vaccine clinics, microchip events, and partnerships with community-based organizations to assist low-income residents and pet owners experiencing housing instability. Adoption remains a priority over fostering due to capacity needs, with a foster cap of approximately 40 animals at any given time.

The department also addressed concerns related to backyard breeding and emphasized the importance of humane education initiatives to reduce demand and promote responsible pet ownership. Collaboration continues with nonprofit partners, including the House Rabbit Society, which remains active and supportive in rabbit rescue efforts. Updates regarding Jelly's Place are pending as discussions continue

regarding future location and sustainability plans.

5. Discussion Items

6. Subcommittee Reports

SR.1 Land Use Committee: Joann Pavlinec, Jinwei Zhang

The Council reviewed a land use permit application for a proposed boutique winery at 6102 Park Avenue. The applicant seeks approval for on-site tasting and limited special events within an existing 1,440-square-foot facility.

Proposed tasting hours would occur Fridays through Sundays from 1:30 p.m. to 5:30 p.m., accommodating approximately 20-25 guests per session. Up to six special events per year are proposed, with a maximum of 125 attendees per event. Weddings would not be permitted. Twelve on-site paved parking spaces are proposed, and the applicant is exploring additional parking arrangements for larger events.

Recommended conditions for approval include fire district review and approval of fire apparatus turnaround access, hydrant testing and maintenance planning, submission of a parking management plan, and a noise management plan limiting outdoor music to 60 decibels consistent with neighborhood standards. An alcohol risk management plan addressing food service, alternate beverages, and safe transportation options was also recommended, along with advance notification to nearby residents for special events.

Council members raised concerns regarding bathroom and leach field capacity for larger gatherings and emphasized the need for County review of maximum occupancy levels. Additional concerns were expressed regarding wildfire risks associated with nearby open space and potential trail activity. These concerns will be conveyed to the Fire District for review and awareness.

7. Agenda Items / Speakers for Upcoming ERHMAC Meetings

Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two minutes).

Public comments included interest in wildfire mitigation efforts, concerns about fire safety related to parkland and trail use, and general questions regarding land use and infrastructure. The importance of public participation and access to project information was emphasized.

The next meeting is currently scheduled for February 18, 2026

Adjourn

The Council will provide reasonable accommodations for persons with disabilities planning to attend the Council meetings. Contact the staff person listed below at least 72 hours before the meeting. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Council less than 96 hours prior to that meeting are available for public inspection at Open Door United Methodist Church (6226 Arlington Blvd, Richmond, CA 94805) during normal business hours. Staff reports related to items on the agenda are also accessible online at www.contracosta.ca.gov. If the Zoom connection malfunctions for any reason, the meeting may be paused while a fix is attempted. If the connection is not reestablished, the committee will continue the meeting in person without remote access. Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

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