



## Meeting Minutes

### CONTRA COSTA COUNTY East Richmond Heights Municipal Advisory Council

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Wednesday, March 18, 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)

[pwd=4uftQvRgGrauBDkPTc6DbK4VqlQiAB.1](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

**Present**

Victoria Curtis, Pamela DeWitt, Bara Sapir, Jon Sargent, and Jinwei Zhang

**Excused**

Joann Pavlinec

#### 2. Treasurer's Report

00:02:00

A remaining balance of \$2,137, with the current term ending in June

#### 3. Approval of Minutes

00:02:42

Prior meeting materials were acknowledged without significant revision.

**This was approved.**

**Motion:**

DeWitt

**Second:**

Sapir

**Aye:**

Curtis, DeWitt, Sapir, Sargent, and Zhang

**Result:**

Passed

[26-1117](#)

**Attachments:**

[\(Minutes\) 2.18.26\\_erhMAC](#)

#### 4. Presentations

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

00:03:31

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A proposed five-year, 5/8-cent sales tax measure is under consideration to help offset anticipated federal reductions to essential services, including food assistance and healthcare programs.

An update was also provided on the Community Impact Fund grant program, which received over 220 applications across District 1. Awards of up to \$50,000 are currently under review, with funding recommendations expected within the coming month.

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

00:06:52

The Contra Costa County Sheriff's Office reported 58 calls for service in February, including 31 residential burglaries. Residents were encouraged to remain vigilant and report suspicious activity.

*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*

00:16:42

The Contra Costa Fire Protection District provided updates on upcoming community programs and seasonal requirements. Registration for the Girls Empowerment Camp will open April 1, with additional information to be shared with the community.

The District also reminded residents of upcoming weed abatement deadlines and available resources to support compliance with vegetation management requirements

## **5. Discussion Items**

## **6. Subcommittee Reports**

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

00:24:56

The Council received an update regarding a residential project located at 6418 Claremont Avenue in Richmond. The property owner is proposing the installation of a pre-fabricated garage at the rear of the property.

Initial review indicates that the project meets standard development requirements, including appropriate setbacks and general zoning compliance. Based on the information provided, the proposal appears consistent with applicable County regulations.

A recommendation was submitted to include minor conditions related to site aesthetics, specifically ensuring that the driveway and the proposed garage structure are properly painted and maintained.

It was noted that the project was brought forward for review following a neighboring property concern,

rather than due to any identified code or permitting deficiencies. No significant land use conflicts were identified at this stage, and the project may proceed subject to standard review and incorporation of the noted conditions.

## 7. Agenda Items / Speakers for Upcoming ERHMAC Meetings

00:26:35

The Council discussed planning efforts for a proposed East Richmond Heights community festival, tentatively scheduled for August 1, 2026. Initial coordination will include vendor outreach, permit requirements, volunteer organization, and event logistics.

Councilmembers emphasized the need to begin early coordination with County departments, including Public Works and Fire Protection, to ensure compliance with permitting and safety requirements.

Future agenda items will include more detailed planning discussions, including vendor coordination, food service requirements, and community outreach efforts.

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

00:27:05

Discussion included ongoing community concerns related to the Wildcat Canyon bike trail project. Council members requested that environmental review materials and public comment opportunities be shared broadly to support community awareness and engagement.

Additional concerns were raised regarding a fenced-off public access path along Kensington Avenue. Staff will follow up with Public Works to clarify ownership, access status, and any planned improvements or decisions related to the site.

Residents raised ongoing concerns regarding abandoned vehicles, trailers, and RVs within the public right-of-way. Staff will coordinate with Code Enforcement and community service officers to clarify enforcement processes, confirm the status of open cases, and ensure consistent follow-up on reported issues.

Specific locations discussed include areas along North Arlington Avenue and nearby intersections, where residents reported continued presence of vehicles despite prior enforcement actions.

The next meeting is currently scheduled for April 15, 2026

Adjourn

00:57:56

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](http://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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