

## February 14th 2023 | 6pm Special Meeting

Re: Women's Club Building - 648 Second St in Downtown Brentwood  
To: Honorable Mayor and City Council Members  
150 City Park Way, Brentwood, CA 94513



Greetings Mayor Bryant & Council Members,

Tonight you will be reviewing a brief presentation and proposal regarding the Downtown Brentwood Coalition's interest in preserving the Brentwood Women's Club building and our desire to use the space to serve our great community in new and impactful ways.

The Downtown Brentwood Coalition would breathe new life into the building, and use the space to welcome locals and visitors. Having a visible and accessible home-base for our downtown-based nonprofit will help foster economic development in the downtown and nearby areas.

If we are granted use of the building, we would use the space to conduct the important work of enhancing and maintaining the vibrancy and vitality of downtown by supporting the small, local businesses that call downtown their "home". The intention of our proposal is to begin a discussion with you regarding this concept. We are amenable to discussing various courses of action outside of our proposal that Council may come up with during tonight's discussion.

648 Second St. would act as a visible commitment to the downtown as an important part of our community fabric and it would continue to serve as an amenity for our residents and visitors. It would serve as a collaborative space for small business owners and our nonprofit partners to meet and workshop concepts and initiatives that serve our community.

We would promote and display collateral materials regarding community offerings, services, local nonprofit initiatives, Ag Tourism and business support resources.

These are just a few of the ways the Downtown Brentwood Coalition plans to continue to engage the community and support our small businesses. We'd be happy to provide a more detailed report on the many ways 648 Second St. would continue to serve the greater good under our tenancy, should Council wish for additional information.

The Coalition has supported and served downtown for over 15 years. As we increase our offerings, support levels and impact, it is also time to find a dedicated space to continue this work. We are requesting to do so at 648 Second St. and allow the building to continue to serve and preserve Brentwood for many years to come.

We truly appreciate the time and consideration of the Staff and the Council on this matter. We look forward to hearing your feedback and discussing this with you.

Respectfully,

**Amy Tilley**  
**Executive Director**  
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**Downtown Brentwood Coalition**

**From:** [Contra Costa Winegrowers](#)  
**To:** [webCityClerk](#)  
**Subject:** Council meeting agenda item  
**Date:** Tuesday, February 14, 2023 1:58:54 PM

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**CAUTION – EXTERNAL SENDER**

Honorable Mayor, Vice Mayor and City Council Members,

Thank you for holding this special meeting to review the Downtown Brentwood Coalition's interest in 248 Second Street. My name is Rebecca Bloomfield and I have served on the Board of Directors as President of the DBC and as a director for many years. In addition to serving the Downtown small business community, I am currently the President of the Contra Costa Wine Growers Association.

The DBC started as a small group of business owners who were dedicated to the community and improving economic vitality in Downtown. 15 years later, the organization now has a full time Executive Director that supports small businesses and nonprofits. As you may know, the local Winegrowers Association is pursuing an accreditation in the Central Coast AVA. There have been some great developments in reaching this goal in recent months. As the President of the Winegrowers Association and as past President of the DBC, I fully support the DBC in its decision to request tenancy at the Women's Club building through a purchase or otherwise.

As an Affiliate Harvest Time Member, the DBC supports Ag Tourism in Brentwood through marketing, promotions and partnership with events. 648 Second Street would be an ideal location to showcase a partnership between Ag Tourism and Business Development in Brentwood. Locals and visitors enjoy the local wines and farms here in Brentwood, and they also enjoy Downtown. It is time to connect the two through a collaborative space in Downtown. DBC intends to create a place where locals and visitors can stop in and find out more about activities and offerings in the community. Currently the Winegrowers do not have a headquarters to promote Brentwood as a winegrowing region, and the DBC has agreed that this site could provide some space to share information regarding local Ag Tourism points of interest. This would be a benefit to the small businesses and the farmers and winegrowers as well. We appreciate your consideration regarding the DBC proposal for 648 Second Street and we look forward to your feedback.

Becky Bloomfield

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**Becky Bloomfield**  
**Acting President**  
**Contra Costa Wine Growers Assoc.**  
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**From:** [Morris, Alexis](#)  
**To:** [=yCouncil Members](#)  
**Cc:** [=yDepartment Directors](#); [Wisinski, Katherine](#); [Hagen, Jennifer](#)  
**Subject:** Agenda Item D.2  
**Date:** Monday, February 13, 2023 1:53:18 PM

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Honorable Mayor, Vice Mayor and City Council,  
Good afternoon and happy Monday. Council Member Mendoza provided staff with the several questions related to the Housing Element. The questions and staff's responses are provided below for your information.

Thank you.

1. I was looking for the pages that list out the data for ADU's and the sites.
2. Can you please add the entire Housing Element submission to the agenda.
3. Can you please send over the submitted and the updated numbers for the HCD submission for the Innovation Center.
4. What is the process for that information to be relayed to HCD?

The agenda is titled in a way that allows the Council to discuss anything in the draft Housing Element. However, the agenda item on 2/14 is focused on requesting direction on Section 4 because those revisions involve policies and programs where we need Council's direction. We are working concurrently on finalizing the rest of the Housing Element sections and they are not yet complete, which is why they are not on tomorrow's agenda (e.g. Appendix B, which contains ADU and sites info).

Staff will be including additional information and background information on the newly adopted PA-1 guidelines and sites reflecting Council's direction as part of these other revisions to the draft Housing Element. The narrative section in Appendix B will be updated to clarify that PA-1 recently went through a comprehensive update process that was formally adopted by City Council in October 2022. The revised inventory within that section will be updated to reflect the sites and acreages approved by Council as part of that process. These updates will be explained to HCD in more detail in the response to comments matrix that will be submitted to HCD as part of the formal submission of the revised draft Housing Element. Staff is still working on revising Appendix B to address HCD comments, update PA-1 sites, and modify ADU assumptions, but at this time, staff does not anticipate any of the total unit potential for any income category will differ more than +/- 5% from what was originally submitted to HCD.

We are working down to the wire on all of these revisions; therefore, we will only be able to publish the complete revised draft Housing Element just before Planning Commission consideration in late February/early March and tentatively scheduled to be reviewed by City Council on 3/14.



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**From:** [Robert Juracich](#)  
**To:** [Council Members](#); [webCityClerk](#); [Ogden, Tim](#)  
**Subject:** Housing Element Update Submission to HCD  
**Date:** Tuesday, February 14, 2023 4:15:55 PM

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CAUTION – EXTERNAL SENDER

Good evening Mayor Bryant and City Council,

I am writing in tonight to express how important it is for us to get the housing element updated and submitted ASAP.

The implications of not getting this submitted are too big to risk. Brentwood has worked extremely hard to grow in a smart manner that protects the lifestyle of the current residents. Let's stick to our general plan and not let the state or developers dictate how Brentwood will grow in the future.

Please work together to get this solved and submitted.

Thank you kindly,  
Bobby Juracich