

RESOLUTION NO. 16-24

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RICHMOND
ADOPTING FISCAL YEAR 2023-24 MID-YEAR BUDGET AND ADJUSTMENTS**

WHEREAS, pursuant to Section 1(b) of Article IV of the Richmond City Charter the City Manager is required to prepare an annual budget for the review and approval by the City Council; and

WHEREAS, all appropriations for the prior fiscal years shall lapse at the end of Fiscal Year 2023-24 and any remaining amounts shall be credited against their respective fund balances except for any encumbered amounts for specific obligations outstanding at the end of said Fiscal Year; and

WHEREAS, the City Council has reviewed the proposed mid-year budget and adjustments for the Fiscal Year 2023-24 at a public meeting on March 5, 2024.

NOW, THEREFORE, BE IT RESOLVED, that the City Council hereby adopts the FY 2023-24 Mid-Year Budget adjustments for the following funds as stated in the Attachment 4:

FUND	PROPOSED REVENUE ADJUSTMENTS	PROPOSED EXPENDITURE ADJUSTMENTS	NET MID-YEAR ADJUSTMENTS
0001 GENERAL FUND	(9,005,680)	9,773,748	768,068
1006 OUTSIDE FUNDED SVCS - GRANTS	(151,500)	151,500	0
2001 GENERAL CAPITAL FUND	(2,304,000)	2,354,000	50,000
2002 MEASURE J	-	216,866	216,866
2110 IMPACT FEE - PARKS	(15,096)	-	(15,096)
2111 IMPACT FEE - TRAFFIC	(71,296)	-	(71,296)
2113 IMPACT FEE - FIRE	(15,172)	-	(15,172)
2114 IMPACT FEE - POLICE	(13,088)	-	(13,088)
2115 IMPACT FEE - COMM/AQUATC	(60,758)	-	(60,758)
2116 IMPACT FEE - PARKS/OPEN	(253,350)	-	(253,350)
2117 IMPACT FEE - LIBRARY	(72,106)	-	(72,106)
2119 IMPACT FEE - STORM DRAINAGE	(23,854)	-	(23,854)
4001 PORT	(50,000)	-	(50,000)
4003 WASTEWATER	-	1,113,629	1,113,629
4404 RHA-NEVIN PLAZA	(20,797)	4,334	(16,463)
4405 RHA-NYSTROM VILLAGE	(66,406)	242,534	176,128
4406 RHA-RICHMOND VILLAGE ONE	45,745	(45,745)	0
4407 RHA-RICHMOND VILLAGE TWO	15,787	(15,787)	0
4408 RHA-RICHMOND VILLAGE THRE	44,138	(44,138)	0
4501 RHA-CENTRAL OFFICE COST CENTER	-	44,873	44,873
4502 RHA-HOUSING CORPORATION	(5,000)	7,000	2,000
1003 TRANSPORTATION OPERATION	(97,500)	97,500	0
1015 MARINA BAY LNDSCP & LIGHTING	-	41,000	41,000
1050 CR-PLANNING & BUILDING	-	280,584	280,584
1205 EMPLOYMENT & TRAINING	(536,706)	255,834	(280,872)
1005 LIBRARY FUND	(150,000)	150,000	0
1018 RENT CONTROL	(89,753)	234,209	144,456
1055 ENCROACHMENT SVCS	-	45,488	45,488
1303 KIDS FIRST INITIATIVE	-	1,664	1,664
Total All Funds	(12,896,392)	14,909,093	2,012,701

BE IT FURTHER RESOLVED, that the City Council hereby adopts the additional appropriations from General Fund to General Capital Fund.

FUND	REVENUE ADJUSTMENTS	EXPENDITURE ADJUSTMENTS	NET MID-YEAR ADJUSTMENTS
0001 GENERAL FUND	-	400,000	400,000
2001 GENERAL CAPITAL FUND	(400,000)	-	(400,000)
2001 GENERAL CAPITAL FUND STATION 63	-	300,000	300,000
2001 GENERAL CAPITAL FUND 37 TH STREET IMPROVEMENT (CIP#29105) – GRANT CLOSE OUT	-	50,000	50,000
2001 GENERAL CAPITAL FUND Nevin Ave. from 19th to 27th St (CIP#07001) – Grant Close out	-	50,000	50,000

I certify that the foregoing resolution was passed and adopted by the Council of the City of Richmond at a regular meeting thereof held March 5, 2024, by the following vote:

AYES: Councilmembers Bana, McLaughlin, Robinson, Willis, Zepeda, Vice Mayor Jimenez, and Mayor Martinez.

NOES: None.

ABSTENTIONS: None.

ABSENT: None.

PAMELA CHRISTIAN

 CLERK OF THE CITY OF RICHMOND
 (SEAL)

Approved:

EDUARDO MARTINEZ
 Mayor

Approved as to form:

DAVE ALESHIRE
 City Attorney

State of California }
 County of Contra Costa : ss.
 City of Richmond }

I certify that the foregoing is a true copy of **Resolution No. 16-24**, finally passed and adopted by the Council of the City of Richmond at a regular meeting held on March 5, 2024.



 Pamela Christian, Clerk of the City of Richmond

Line #	Department	Fund Description	Type	Increase (I) / Decrease (D)	March 5, 2024 Proposed Mid-Year Adjustment	Description
General Fund Revenue Requests						
1	Non-Departmental	General Fund	R	I	(1,614,181)	Property Taxes
2	Non-Departmental	General Fund	R	I	(1,144,846)	Sales And Use Tax
3	Non-Departmental	General Fund	R	I	(2,162,928)	Utility Users Tax
4	Non-Departmental	General Fund	R	I	(906,654)	Other Taxes
5	Non-Departmental	General Fund	R	I	(2,450,000)	Business Licenses
6	Non-Departmental	General Fund	R	D	154,706	Fines And Forfeitures - Municipal Court Fees
7	Non-Departmental	General Fund	R	I	(784,886)	Interest Income on Investments
8	Police	General Fund	R	I	(73,911)	State Of California Police Officers Standards Training Reimbursements
9	Police	General Fund	R	I	(30,000)	State Of California Supplemental Law Enforcement Reimbursements
10	Police	General Fund	R	I	(42,980)	Photocopy Fees, Vehicle Admin Fees
11	Police	General Fund	R	D	60,000	False Alarm Fee
12	Police	General Fund	R	D	25,000	Parking Citations
13	Public Works	General Fund	R	I	(35,000)	Street Vacation Easement Fee Revenue
GENERAL FUND REVENUE REQUEST - TOTAL					(9,005,680)	
General Fund Expenditure Requests						
14	City Attorney	General Fund	E	I	20,000	Part-Time Temporary Staff - Support in-house attorneys and assist in implementing IManage
15	Comm. Dev./Code Enforc.	General Fund	E	I	20,000	Overtime General - Evening, Weekends and After-hour Investigations, inspections and Community
16	Fire	General Fund	E	I	652,900	Fire Overtime - I due to Vacancies, Injury leave and Contract Changes
17	Fire	General Fund	E	I	225,000	Firefighter Annual Physical Exams, Hazmat Tech Training, Annual Refresher and Equipment Replacement
18	Fire	General Fund	E	I	108,000	VHF Radios Required by Cal OES
19	Community Services	General Fund	E	I	274,489	Neighborhood Activities, Community Build Activities
20	Community Services/Rec.	General Fund	E	I	49,753	Additional Position - Administrative Assistant, Grant Funded Term Position - FCIA
21	Internal Services/IT	General Fund	E	I	382,000	Professional Services, Network Infrastructure, Cyber Security, Licensing, and Digital Mapping
22	Internal Services/IT	General Fund	E	I	294,000	Transfer-Out Audio Video Equipment Replacement And Installation
23	Internal Services/IT	General Fund	E	I	40,000	Tyler Technologies Professional Services To Create Custom Reports
24	Internal Services/IT	General Fund	E	I	42,000	Professional Service Copier Machines
25	Public Works	General Fund	E	I	35,000	Professional Services, Consultant For Street Vacation Program
26	Public Works	General Fund	E	I	72,018	Additional Position, Assistant Engineer
27	Public Works	General Fund	E	I	525,000	Gas & Fuel Heating Expense
28	Public Works	General Fund	E	I	300,000	Building Roof & Maintenance
29	Public Works	General Fund	E	I	30,000	Two Maintenance Aide Part Time -Temporary Staff
30	Public Works	General Fund	E	I	300,000	Street Light Repairs
31	Public Works	General Fund	E	I	400,000	Transfer-Out For Via Verdi Mitigation (Cip)
32	Public Works	General Fund	E	I	60,000	Transfer-Out For Dornan Tunnel Lighting (Cip)
33	Public Works	General Fund	E	I	200,000	Transfer-Out For Civic Center Plaza Landscaping (Cip-Design)
34	Public Works	General Fund	E	I	75,000	Transfer-Out For Abatements, Fencing, Boulder, K-Rails, Other
35	Public Works	General Fund	E	I	500,000	Transfer-Out For Traffic Calming(Locations 1-18)/Complete Streets/Paving
36	Public Works	General Fund	E	I	37,500	Transfer-Out For Corp Yard Fence (Design) due to I in burglaries
37	Police	General Fund	E	I	37,500	Transfer-Out For Corp Yard Security Cameras (Design) due to I in burglaries
38	Police	General Fund	E	I	1,979,851	Police and Emergency Dispatch Center Overtime - I due to Vacancies within the department Approx. 20%
39	Community Services/E&T	General Fund	E	I	150,495	General Fund Subsidy for Cost Pool Charges not covered by Grant Revenue
40	Community Services/E&T	General Fund	E	I	236,211	Transfer-Out, One Time Adjustment to Cover Prior Years' Expenditures not Covered by Grants
41	Economic Development	General Fund	E	D	(11,529)	12Th And Macdonald Exclusive Right To Negotiate Agreement
42	Cost Pool/A87	General Fund	E	I	17,238	Cost Allocation Plan Overhead Charges Adjustment
43	Community Services/Trans.	General Fund	E	D	(97,500)	Support to Transportation Fund(1003)
44	Community Services/Trans.	General Fund	E	I	97,500	Support to Transportation Fund(1003) - Transfer Out of General Fund
45	Non-Departmental	General Fund	E	I	50,000	Employee Retention And Appreciation Activities
46	City Manager Office	General Fund	E	D	(50,000)	Salary Savings
47	City Manager Office	General Fund	E	I	50,000	Special Projects
48	ECONOMIC DEVELOPMENT	General Fund	E	-	-	Additional Position, Management Analyst/Associate Analyst (no fiscal impact, absorbed by savings)
GENERAL FUND EXPENDITURE REQUEST - TOTAL					7,102,426	

Line #	Department	Fund Description	Type	Increase (I) / Decrease (D)	March 5, 2024 Proposed Mid-Year Adjustment	Description
NET ADJUSTMENTS - GENERAL FUND REQUESTS					(1,903,254)	
Fiscal Year 2022-2023 Unspent Funds Appropriation						
49	Non-Departmental	General Fund	E	I	1,335,661	Fiscal Year 2022-2023 Unspent Funds for OPEB per Pre-Funding Policy
50	Non-Departmental	General Fund	E	I	1,335,661	Fiscal Year 2022-2023 Unspent Funds for Pension per Pre-Funding Policy
FY 2022-2023 UNSPENT FUNDS APPORPRIATION - TOTAL					2,671,322	
ADJUSTED - GENERAL FUND TOTAL					768,068	
Non-General Fund Requests						
51	Community Services - Library	Library Grant	R	I	(150,000)	Library grant from Department of Children and Youth
52	Community Services - Library	Library Grant	E	I	150,000	Library grant from Department of Children and Youth
53	Community Services/Recreation	Outside funded services	R	I	(90,000)	Dept of Children and Youth Achieve Expansion Grant
54	Community Services/Recreation	Outside funded services	E	I	90,000	Dept of Children and Youth Achieve Expansion Grant
55	Community Services/Recreation	Outside funded services	R	I	(61,500)	Dept. of Children and Youth Sports Leadership Grant
56	Community Services/Recreation	Outside funded services	E	I	61,500	Dept. of Children and Youth Sports Leadership Grant
57	Community Services/Recreation	Children and Youth	E	D	(57,303)	Administrative Adjustment of contra account
58	Community Services/Recreation	Children and Youth	E	I	17,330	Administrative Adjustment of contra account
59	Community Services - Transportation	Transportation	R	I	(97,500)	Transfer in to Transportation to Cover Contract with Lvft. Inc.
60	Community Services - Transportation	Transportation	E	I	87,500	To Fund Current Agreement with Lvft. Inc.
61	Community Services - Transportation	Transportation	E	I	10,000	To Fund Current Part-Time Staff Through End of FY2024
62	Community Services/Employment and Training	Employment and Training	R	I	(150,000)	Dept. of Children and Youth Healthcare Pathway Grant
63	Community Services/Employment and Training	Employment and Training	E	I	150,000	Dept. of Children and Youth Healthcare Pathway Grant
64	Community Services/Employment and Training	Employment and Training	R	I	(150,495)	Transfer-In to Cover Cost Pool Charges not covered by Grant Revenue
65	Community Services/Employment and Training	Employment and Training	R	I	(236,211)	Transfer-In. One-time adjustment to Cover Prior Years' Expenditures not Covered by Grants
66	Community Services/Employment and Training	Employment and Training	E	I	105,834	Additional Positions and Reclass. Two New Administrative Trainees. 1 Administrative Trainee reclass
67	Community Services/Kids First	Kids First	E	I	41,637	Additional Position Request -- Community Services Technician I/II
68	Community Development/Planning & Building	Planning & Building	E	I	10,000	Overtime General to Attend Design Review Board and Design Commission Meetings
69	Community Development/Planning & Building	Planning & Building	E	I	170,584	Additional Position. Building Inspector and Plan Check Engineer
70	Community Development/Planning & Building	Planning & Building	E	I	100,000	Permit center counter safety barrier
71	Port of Richmond	Port	R	I	(50,000)	New Lease for Basin 1 facility at Point Potrero
72	Economic Development/Housing	RHA	R	I	(20,797)	RHA Operating Subsidy
73	Economic Development/Housing	RHA	R	I	(66,406)	Repayment Agreements. Tenant Rent. RHA Operating Subsidy
74	Economic Development/Housing	RHA	E	I	4,334	Overtime General. Stand By Pay
75	Economic Development/Housing	RHA	E	I	31,568	2023-24 Cost Allocation Plan (CAP) Adjustment (NBS Study)
76	Economic Development/Housing	RHA	E	I	11,166	Overtime General. Stand By Pay
77	Economic Development/Housing	RHA	E	I	110,000	Legal Costs. Part-Time Temporary Staff
78	Economic Development/Housing	RHA	E	I	66,000	Equipment Rental. Tools and Supplies
79	Economic Development/Housing	RHA	E	I	23,800	Enhanced Grounds and landscaping maintenance
80	Economic Development/Housing	RHA	R	D	45,745	RHA Operating Subsidy Pass Through
81	Economic Development/Housing	RHA	E	D	(45,745)	RHA Operating Subsidy Pass Through Expenditure
82	Economic Development/Housing	RHA	R	D	15,787	RHA Operating Subsidy Pass Through
83	Economic Development/Housing	RHA	E	D	(15,787)	RHA Operating Subsidy Pass Through Expenditure
84	Economic Development/Housing	RHA	R	D	44,138	RHA Operating Subsidy Pass Through
85	Economic Development/Housing	RHA	E	D	(44,138)	RHA Operating Subsidy Pass Through Expenditure
86	Economic Development/Housing	RHA	E	I	44,873	2023-24 Cost Allocation Plan (CAP) Adjustment (NBS Study)
87	Economic Development/Housing	RHA	R	I	(5,000)	Asset Management Fee
88	Economic Development/Housing	RHA	E	I	7,000	Professional Services - Taxes
89	Rent Program	Rent	R	I	(89,753)	Rent Program Administrative Adjustment
90	Rent Program	Rent	E	I	234,209	Rent Program Administrative Adjustment

Line #	Department	Fund Description	Type	Increase (I) / Decrease (D)	March 5, 2024 Proposed Mid-Year Adjustment	Description
91	Public Works	Marina Bay LMD	E	I	41,000	Upgrade Irrigation System
92	Public Works	Encroachment Services	E	I	45,488	Reclass of an Office Aide to Permit Technician II position
93	Public Works	General Capital	E	I	50,000	Fire Trail Access. Appropriate from Fund Balance
94	Public Works	General Capital	R	I	(400,000)	Transfer-In General Capital for Via Verdi Mitigation (CIP)
95	Public Works	General Capital	E	I	400,000	Via Verdi Mitigation (CIP)
96	Public Works	General Capital	R	I	(60,000)	Transfer-in General Capital for Dornan Tunnel Lighting (CIP)
97	Public Works	General Capital	E	I	60,000	Dornan Tunnel Lighting (CIP)
98	Public Works	General Capital	R	I	(200,000)	Transfer-In General Capital for Civic Center Plaza Landscaping (CIP-Design)
99	Public Works	General Capital	E	I	200,000	Civic Center Plaza Landscaping (CIP-Design)
100	Public Works	General Capital	R	I	(500,000)	Transfer-In General Capital for Traffic Calming(Locations 1-18)/Complete Streets/Paving
101	Public Works	General Capital	E	I	500,000	Traffic Calming(Locations 1-18)/Complete Streets/Paving
102	Public Works	General Capital	R	I	(75,000)	Transfer-in. Abatements. Fencing. Boulder. K-Rails. Other
103	Public Works	General Capital	E	I	75,000	Abatements. Fencing. Boulder. K-Rails. Other
104	Public Works	General Capital	R	I	(300,000)	Additional Funding for Street Paving Received from HOA's
105	Public Works	General Capital	E	I	300,000	Additional Funding for Street Paving
106	Public Works	General Capital	R	I	(37,500)	Transfer-In General Capital For Corp Yard Fence (Design) due to I in burglaries
107	Public Works	General Capital	E	I	37,500	For Corp Yard Fence (Design) due to I in burglaries
108	Police	General Capital	R	I	(37,500)	Transfer-In General Capital For Corp Yard Security Cameras (Design) due to I in burglaries
109	Police	General Capital	E	I	37,500	For Corp Yard Security Cameras (Design) due to I in burglaries
110	Internal Services/IT	General Capital	R	I	(294,000)	Transfer In Audio Video Equipment Replacement And Installation in Various City Facilities
111	Internal Services/IT	General Capital	E	I	294,000	Audio Video Equipment Replacement And Installation in Various City Facilities
112	Public Works	Measure J	E	I	85,800	West County Transportation Advisory Committee and Contra Costa Transportation Authority Dues
113	Public Works	Measure J	E	I	131,066	Multi-year pavement program
114	Wastewater	Wastewater	E	I	22,611	Administrative Adjustment appropriate budget for previously approved position reclass
115	Wastewater	Wastewater	E	I	1,000,000	Veolia Additional Plant Maintenance at the Wastewater Treatment Plant
116	Wastewater	Wastewater	E	I	91,018	Scada Upgrade Project budget carried over from prior fiscal year
117	Parks	Impact Fee - Parks	R	I	(15,096)	Administrative Revenue Adjustment to align with Actuals
118	Traffic	Impact Fee - Traffic	R	I	(55,104)	Administrative Revenue Adjustment to align with Actuals
119	Traffic	Impact Fee - Traffic	R	I	(16,192)	Administrative Revenue Adjustment to align with Actuals
120	Fire	Impact Fee - Fire	R	I	(13,328)	Administrative Revenue Adjustment to align with Actuals
121	Fire	Impact Fee - Fire	R	I	(1,844)	Administrative Revenue Adjustment to align with Actuals
122	Police	Impact Fee - Police	R	I	(10,948)	Administrative Revenue Adjustment to align with Actuals
123	Police	Impact Fee - Police	R	I	(2,140)	Administrative Revenue Adjustment to align with Actuals
124	Community Services	Impact Fee -	R	I	(46,676)	Administrative Revenue Adjustment to align with Actuals
125	Community Services	Impact Fee -	R	I	(14,082)	Administrative Revenue Adjustment to align with Actuals
126	Public Works	Impact Fee - Open Space	R	I	(194,600)	Administrative Revenue Adjustment to align with Actuals
127	Public Works	Impact Fee - Open Space	R	I	(58,750)	Administrative Revenue Adjustment to align with Actuals
128	Library	Impact Fee - Library	R	I	(52,724)	Administrative Revenue Adjustment to align with Actuals
129	Library	Impact Fee - Library	R	I	(19,382)	Administrative Revenue Adjustment to align with Actuals
130	Stormwater	Impact Fee - Stormwater	R	I	(19,880)	Administrative Revenue Adjustment to align with Actuals
131	Stormwater	Impact Fee - Stormwater	R	I	(3,974)	Administrative Revenue Adjustment to align with Actuals
NON-GENERAL FUND NET IMPACT					1,244,633	