

City of  
**Richmond**



# Adopted Fiscal Year 2011-12 To 2015-16 Capital Improvement Plan





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**CITY OF RICHMOND**  
**FISCAL YEAR 2011-12 to 2015-16**  
**CAPITAL IMPROVEMENT PLAN / BUDGET**

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# *Richmond City Council*



**Gayle McLaughlin**  
Mayor



**Jeff Ritterman**  
Councilmember



**Nathaniel Bates**  
Councilmember



**Tom Butt**  
Vice Mayor



**Courtland "Corky" Boozé**  
Councilmember



**Jim Rogers**  
Councilmember



**Jovanka Beckles**  
Councilmember



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**CITY OFFICIALS**

**June 28, 2011**

**CITY COUNCIL**

Mayor ..... Gayle McLaughlin  
Vice Mayor .....Tom Butt  
Councilmember .....Nathaniel Bates  
Councilmember .....Jovanka Beckles  
Councilmember .....Courtland “Corky” Boozé  
Councilmember .....Jeff Ritterman  
Councilmember ..... Jim Rogers

**ADMINISTRATION AND DEPARTMENT HEADS**

City Manager ..... Bill Lindsay  
Asst. City Manager/Human Resources Director ..... Leslie Knight  
City Attorney ..... Randy Riddle  
City Clerk ..... Diane Holmes  
Community & Economic Dev. Director..... Steve Duran  
Employment & Training Director ..... Sal Vaca  
City Engineer.....Edric Kwan  
Finance Director/Treasurer ..... James Goins  
Fire Chief ..... Michael Banks  
Information Technology Director ..... Sue Hartman  
Interim Library and Cultural Services Director .....Michael Oliver  
Neighborhood Safety Director..... Devone Boggan  
Planning Director..... Richard Mitchell  
Police Chief..... Christopher Magnus  
Port Director..... Jim Matzorkis  
Public Housing Director..... Tim Jones  
Public Works Director .....Yader Bermudez  
Recreation Director..... Keith Jabari





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**CITY OF RICHMOND**

**FISCAL YEAR 2011-12 CIP BUDGET**

**SPECIAL ASSISTANCE – DEPARTMENTS & OFFICES**

<b>City Manager's Office</b>	<b>Finance Department</b>
<b>Information Technology</b>	<b>City Attorney's Office</b>
<b>City Clerk's Office</b>	<b>Fire Department</b>
<b>Police Department</b>	<b>Recreation Department</b>
<b>Community and Economic Development</b>	<b>Engineering and Wastewater Department</b>
<b>Public Works</b>	



**CIP COMMITTEE**

<b>James Goins Finance Director</b>	<b>Yader Bermudez Public Works Director</b>	<b>Edric Kwan City Engineer</b>
<b>LaShonda Wilson Management Analyst</b>	<b>Chris Chamberlain Parks Superintendent</b>	<b>Vrenesia Ward Budget Analyst I</b>
<b>Delmy Cuellar Finance Manager</b>	<b>Andrea Miller Budget Administrator</b>	<b>Nickie Mastay Finance Manager</b>
<b>Susan Segovia Debt Analyst</b>	<b>Dee Karnes Equipment Svcs Superintendent</b>	<b>Yolanda Skelton Senior Accountant</b>
<b>Leah Clark Budget Analyst I</b>	<b>Theresa Austin Executive Secretary II</b>	<b>Courtney Creswell Purchasing Assistant</b>
<b>Diane Madsen Human Resource Technician III</b>		



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## **MISSION**

The City of Richmond shall provide services that enhance economic vitality, the environment and the quality of life of our community

## **VISION**

Richmond will develop all of its neighborhoods and businesses as quality places to live, work, shop and play, with its 32 miles of shorelines as a widely recognized symbol of the City's success

## **VALUES**

Honesty  
Excellent Customer Service  
Teamwork  
Commitment  
Innovation, Creativity and Risk-Taking  
Effective Results  
Community Involvement



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**DATE:** June 28, 2011

**TO:** Mayor McLaughlin and Members of the City Council

**FROM:** Bill Lindsay, City Manager  
James Goins, Finance Director

**SUBJECT:** Fiscal Year 2011-16 Five-Year Capital Improvement Plan (CIP) and  
2011-12 Capital Improvement Budget

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Transmitted herewith is the Capital Improvement Budget for Fiscal Year (FY) 2011-12. Project revenue and expenditures in the first year (FY 2011-12) of the Plan are balanced and fully funded. Total expenditures are \$24,492,351.

The CIP is a funding schedule for five years. The CIP is updated annually to add new projects, to evaluate program and project priorities, and to revise recommendations while taking into account new requirements and new sources of funding. The annual capital programming process provides the following benefits:

1. The CIP serves as a source of information about the City's physical development and capital expenditures to the Citizens, City Council and Administration, Private Investors, Funding Agencies and Financial Institutions.
2. The CIP process provides a mechanism that applies uniformity and consistency in the evaluation of projects and assists in the establishment of priorities.
3. The CIP provides for coordination among projects with respect to funding, location and time. The Capital Plan is developed in accordance with the City's stated plans, goals, and objectives and provides for the proper physical and financial coordination of the projects, private sector development initiatives that provide/require modifications to certain infrastructure will be properly coordinated with City projects to achieve compatibility and greater benefit.

Review Criteria—all projects submitted for inclusion in the City's Capital Improvement Plan were reviewed on the basis of their relative need and cost. In addition, several guiding policies directed the determination of the content, scheduling and funding of the Capital Program. The policies are as follows:

- Address the City's vision through its five strategic goals:
  1. **Maintain and enhance the physical environment**
  2. **Promote a safe and secure community**
  3. **Promote economic vitality**
  4. **Promote sustainable communities**
  5. **Promote effective government**
- Maximize return on investment, in consideration of financial limitations and budget constraints so as to preserve prior investments, where possible; reduce operating costs; maximize use of outside funding sources to leverage the City's investments; and maximize cost-effective service delivery.
- Improve and enhance the existing network of City service levels and facilities.
- Implement adopted plans.
- Demonstrate coordination and compatibility with other capital projects and other public policies and private efforts.

### City Council Vision

In May 2007, the City Council, through strategic planning meetings, identified the long-range vision for the future Richmond community. This vision is that Richmond is a place where:

- There is civility and a good quality of life;
- There is a high level of homeownership;
- There are job opportunities for a diverse population;
- Infrastructure is well-built, and well-maintained;
- Neighborhoods are aesthetically pleasing, and free of blight;
- There is a responsive municipal government that focuses effectively on basic services affecting day-to-day quality of life;
- There is a focus on public safety, including effective emergency preparedness, and effective emergency response; and
- There is an interest in the environment and its effect on the health of Richmond residents.

FY 2010-11 Accomplishments/Highlights

Below are some key accomplishments during FY 2010-11 toward achieving the core strategic goals of the City:

**1. Maintain and enhance the physical environment**

- Grand re-opening of the Richmond Plunge - August 14, 2010.
- Grand opening of Martin Luther King Park - May 7, 2011.
- Engineering doubled the Sewer Lateral Grant Program from \$100,000 to \$240,000.
- Resurfaced 71 City blocks.
- The draft Pedestrian Master Plan has been completed.

**2. Promote a safe and secure community**

- Celebrated the grand opening of the Martin Luther King Track and Field – May 7, 2011
- Celebrated the re-grand opening of the Nevin Community Center - March 5, 2011.
- Collaborated with the Library to set-up 36 new computers in various areas in the Main Library.
- Organized 14 new Neighborhood Watch programs.
- Held 74 Crime Prevention Education and Training events.
- Held 40 public education programs about Fire Prevention.
- West County Community Emergency Response Team (CERT) Consortium (C4) was awarded the California Emergency Services Association's (CESA) Silver Award.
- 21 Office of Neighborhood Safety fellows completed the first block of Financial Literacy sessions in partnership with Erwin Reeves and Mechanics Bank.
- 42 families received literacy support.
- The Richmond Art Center has started its 75th Anniversary Celebration.

**3. Promote economic vitality**

- Completed the Qualified Energy Conservation Bonds (QECCB) for energy efficiency for City facilities and street lights.
- Completed the Recovery Zone Economic Development Bonds (RZEDB) for the improvements to various City facilities.
- 21 businesses participated and contributed to the Summer Youth Employment Program by providing 657 jobs.
- 447 trees have been planted in public right-of-ways and parks.

**4. Promote sustainable communities**

- City of Richmond Environmental Initiatives Team won First place at the Sustainable Contra Costa Awards on September 29, 2010 in the Government Award Category for their holistic approach to sustainability.

- The City received an “A” grade in the Annual State of Tobacco Control Report.
- Planted 375 trees in public right-of-ways and parks.
- The Richmond Memorial Civic Center Rehabilitation Project was selected for a 2010 Preservation Design Award in the Large Rehabilitation category.
- Metropolitan Transportation Commission has awarded Richmond \$2.654 million in construction funding for the streetscape work on Nevin between 19th and 27th Streets.

#### 5. Promote effective government

- Received the Achievement of Excellence in Procurement (AEP) Award from the National Purchasing Institute - July 2010.
- Received the Distinguished Budget Presentation Award for the current fiscal year 2010-11 from the Government Finance Officers Association (GFOA).
- Received the California Society of Municipal Finance Officers (CSFMO) Excellence Award in Budgeting for fiscal year 2010-11.
- Received the Award for Comprehensive Annual Financial Report (CAFR) for the year ending June 30, 2009.
- Developed process procedures for Land Development Division to increase efficiencies.

#### FY 2011-12 Outlook and Operating Objectives

Because of downturns in the national and regional economies, revenue growth for the City is projected to continue its sluggish pace from FY 2010-11 into FY 2011-12 and grow at a cautious rate as the economy climbs out of its current position. The management challenges moving into the new fiscal year are to capitalize on improved efficiencies, new systems, and the new programs that have been added over the last two to three years, and to evaluate how those results compare to expected impacts. While the budget for the coming fiscal year reflects decreases in funding levels, there is still an expectation of service performance that is consistent with the commitments that are made within this budget document.

Program initiatives that are incorporated into the proposed operating budget include:

#### 1. Maintain and enhance the physical environment

- Continue to actively participate in the East Bay Green Corridor Project (EBGCP) – a collaboration of 13 partner/entities that include cities, educational and research institutions - to enhance the attraction and retention of clean technologies in the Richmond and the East Bay I - 80 Corridor.

#### 2. Promote a safe and secure community

- Continue to implement a “SWAT” approach to code enforcement to increase the number of abandoned vehicle and problem property abatements, and achieve a noticeable reduction of blight in the community.

- Continue to work with partner agencies, including other governmental, community-based, and faith-based organizations, to implement violence-prevention strategies that are centered on neighborhood change and effective street outreach.
- Continue to initiate Crime Prevention through Environmental Design (CPTED) reviews at all Housing Authority developments.

### **3. Promote economic vitality**

- Continue the Summer Youth Employment Program.
- Continue to support programs and initiatives that devise and implement strategies and programs that develop a skilled and prepared local workforce to address employers-current and future workforce needs.
- Begin construction of the BART Garage complex.

### **4. Promote sustainable communities**

- Continue to develop and implement effective community-wide and organizational policies and programs in the areas of resource conservation, climate change, and energy efficiency to ensure Richmond's long-term environmental sustainability.
- Continue to support and increase capacity of Richmond-based and Richmond-serving non-governmental organizations.
- Continue to implement health and wellness pilot programs supported by The California Endowment.

### **5. Promote effective government**

- Fully implement and promote an online payment system for business licensing and permits.
- Continue to increase efficiencies in information technology to provide better customer service.
- Continue to increase transparency and accessibility to City documents and records.
- Ensure all emergency communication and management systems are in place and functional in the event of a disaster.

### Budget Review and Approval Process

During May and June 2011, the Finance, Administrative Services, and Economic Development Standing Committee are planning several workshops hosted by neighborhood councils to gather additional public comment on the proposed budget, and input from the community regarding municipal services. There will also be formal budget hearings before the City Council at City Hall to receive additional public comment before the final adoption of the budget on June 28, 2011.



Staff welcomes City Council and public review on these and other aspects of the FY 2011-12 Capital Improvement Plan budget.

\* \* \* \* \*

I would like to thank all City staff, and in particular, the members of the Finance Department and its budget team, for their hard work in preparing this budget.

# Executive Summary

**Finance Department**



## EXECUTIVE SUMMARY

### CAPITAL IMPROVEMENT PLAN

The Capital Improvement Plan (CIP) of the City of Richmond is a five-year public improvements and capital expenditures plan for Fiscal Years 2011-12 to 2015-16. The CIP is a proposed funding schedule for the next five years and describes projects and programs to be undertaken by the City on an annual basis.

Capital improvement is a “capital” or “in-kind” expenditure of \$10,000 or more that results in the acquisition, improvement, or additions to fixed assets in the form of land, buildings, or improvements more or less permanent in character, and durable equipment with a life expectancy of at least five years.

The City’s CIP is based on a five-year revenue and expenditure forecast and is implemented through the City’s Enterprise Resource Planning (ERP) system, CIP planning software and a specialized performance management reporting system that provides current updates on the progress of each project.

### STRATEGIC GOALS

The City Council, Commissions, and staff have formulated five distinct goals that are based upon the understanding that investments of financial, physical, and staffing resources made today ensure that the City’s quality of life is improved and maintained for its future residents. The CIP supports the vision of the City as conveyed through five core strategic goals:

- **Maintain and enhance the physical environment**
- **Promote a safe and secure community**
- **Promote economic vitality**
- **Promote sustainable communities**
- **Promote effective government**

The CIP is a blueprint of the many objectives that are utilized to achieve these goals. It provides for the proper physical and financial coordination of projects and for private sector development initiatives that provide/require modifications to certain infrastructure. The CIP will also be properly coordinated with City projects to achieve compatibility and greater benefit. The following is a summary of the City’s Strategic Goals and the CIP projects that are used to fulfill the City’s mission.

# Executive Summary

## 1. MAINTAIN AND ENHANCE THE PHYSICAL ENVIRONMENT

A strategic goal of the City of Richmond is to provide a clean and well maintained environment for individuals who live, work, and play within its boundaries. Richmond's public facilities and infrastructure play an essential role in the fabric of the community, and the City seeks to develop and maintain an infrastructure that is community-serving, resilient, high-performing, cost-effective, resource efficient, and environmentally friendly. The departments with the primary responsibility for maintaining and enhancing the physical environment of the City are the Engineering Department and the Public Works Department.

CIP projects to achieve this goal include:

### Engineering Department

- 1.22.a Americans with Disabilities Act (ADA) Improvements
- 1.22.b Bay Trail Gap Closure Garrard (Cutting to Ferry Point Tunnel)
- 1.22.c Bay Trail (Kaiser Shipyard No. 3 to Ferry Point Tunnel)
- 1.22.d Carlson Blvd. Street Improvements, Phase II (Tehama to City Limits)
- 1.22.e Crosswalk Improvements
- 1.22.f Cutting/Carlson Safety Improvements
- 1.22.g Dornan Drive Tunnel Repair
- 1.22.h Miscellaneous Street Paving
- 1.22.i Pt. Molate Winehaven Historical Building Stabilization
- 1.22.j Quiet Zones Railroad Crossing Improvements
- 1.22.k Safe Route to School (Nystrom)
- 1.22.l Safe Route to School (Student Safe Street)
- 1.22.m Street Light Rehabilitation Program
- 1.22.n Surface Drainage
- 1.22.o Traffic Safety Improvements
- 1.22.p Via Verdi Roadway and Culvert Repair
- 1.22.q Wharf Street Quiet Zone

### Engineering Wastewater Division

- 1.22.r Digester Control Building No. 2
- 1.22.s Keller Beach Sanitary Sewer Line Replacement
- 1.22.t Manhole Replacement
- 1.22.u Sewer Line Repairs for Inspection Accessibility
- 1.22.v Wet Weather Infiltration/Inflow Elimination
- 1.22.w Wet Weather Peak Flow Storage

# Executive Summary

## Public Works Operation and Maintenance Department

- 1.23.a Public Work Street Paving

## Public Works Parks and Landscaping Division

- 1.23.b Bay Trail Gap Closure
- 1.23.c Booker T. Anderson (BTA) Bridge Replacement
- 1.23.d Burg Park
- 1.23.e Joint Powers Agreement (JPA) Sports Field Partnership
- 1.23.f North Richmond Ball Field and Sod Repairs
- 1.23.g Park Americans with Disabilities Act (ADA)
- 1.23.h Park Hardscape Rehabilitation
- 1.23.i Park Irrigation Rehabilitation
- 1.23.j Play Area Safety Equipment
- 1.23.k Shields-Reid Park Renovations
- 1.23.l Wendell Park Renovations

## 2. PROMOTE A SAFE AND SECURE COMMUNITY

The strategic goal to maintain a safe and secure community is fundamental to the health, quality of life, and economic vitality of the City of Richmond. There are three departments with primary responsibility for maintaining the safety and security of the Richmond community: the Police Department, the Fire Department, and the Office of Neighborhood Safety within the City Manager's Department. In addition to those three departments, Library and Cultural Services and the Recreation Department have teamed up to help keep violence down by keeping kids off of the streets and placing them in life enrichment programs that stress education, physical activity and community involvement.

CIP projects to achieve this goal include:

### Police Department

- 2.19.a Automatic Vehicle Locator
- 2.19.b Closed Circuit Television (CCTV) Cameras
- 2.19.c License Plate Reader
- 2.19.d Safety Equipment
- 2.19.e Southside Substation
- 2.19.f SWAT Equipment and Radio Gear
- 2.19.g Traffic Laser Radio Equipment
- 2.19.h Vehicle to Tow Police Boats

### Fire Department

- 2.20.a Fire Station 61 Roof Replacement
- 2.20.b Fire Station 67 Gender Specific Dormitories
- 2.20.c Fire Station 68 Gender Specific Restroom

# Executive Summary

## Library and Cultural Services Department

- 2.24.a Branch Libraries Public Computer Access
- 2.24.b Back-up Generator to Main Library Computer Room

## 3. PROMOTE ECONOMIC VITALITY

The strategic goal to promote economic vitality is essential to the City's overall quality of life and demonstrates the City's support of business and economic sustainability. The City seeks to ensure that there is a strong and diverse local economy that provides jobs and generates wealth. The departments that are responsible for the City's economic vitality programs and strategies include the Port of Richmond and the Richmond Community Redevelopment Agency. These departments facilitate economic activities in order to achieve the economic vitality necessary to achieve the City's vision.

CIP projects to achieve this goal include:

### Port Department

- 3.28.a Bay Trails Shipyard No. 3
- 3.28.b Berth Dredging
- 3.28.c Fiber Optic Network
- 3.28.d Integrated Video Surveillance System
- 3.28.e Lighting Improvements Point Potrero Marine Terminal (PPMT)
- 3.28.f Marina Dredging
- 3.28.g Railroad Improvements Quiet Zones
- 3.28.h Subaru Building 4 Rehabilitation Project
- 3.28.i Terminal 3 Port Office Building Upgrade

### Richmond Community Development Department

- 3.30.a Bradley A. Moody Memorial
- 3.30.b Facade Improvement Program
- 3.30.c Marina Bay Parkway Grade Separation
- 3.30.d Metro Walk (Transit Village) BART Parking Garage

## 4. PROMOTE SUSTAINABLE COMMUNITIES

Richmond's distinct identity and quality of life are attributable to its heritage as a uniquely situated waterfront community with a variety of residential villages. Richmond remains attractive for business and private investment with ample space for residential development. Richmond's future prosperity will be based on maintaining a sustainable quality of life through a mix of land uses, a safe community with no visible signs of deterioration, an efficient circulation system that promotes alternative modes of transportation, and abundant open space and recreational amenities. These attributes, along with a strong economic base, will preserve and build upon Richmond's sense of uniqueness, cultural and social diversity, and strong sense of community. The

# Executive Summary

department that is primarily responsible for promoting sustainable communities in the City is the Richmond Community Redevelopment Agency Housing Division.

CIP projects to achieve this goal include:

## **Redevelopment Agency Housing and Community Development Division**

- 4.30.a Infill Phase II
- 4.30.b Lillie Mae Jones
- 4.30.c Miraflores (S. 43rd & Wall)
- 4.30.d Nevin Court (1st & Nevin)

## **5. PROMOTE EFFECTIVE GOVERNMENT**

A commitment to quality service that is both efficient and cost-effective continues to be the central focus of the City of Richmond organization. Being flexible in its ability to deliver cost-effective services, the City of Richmond seeks to be responsive to the changing economic and market conditions.

In response to dwindling resources, Richmond has attempted to re-invent itself into a responsive, performance-based government that addresses policies, service standards, allocation of resources, and funding requirements to meet the best needs of its stakeholders. In order to continuously meet community needs, the City of Richmond is maximizing its operational efficiencies by continuous benchmarking, enhanced public accountability, increased staff training, and improved communications and technology. The departments that are primarily responsible for promoting an effective government for the City are Public Works Equipment Services and Replacement Division, Information Technology Department, and Information Technology KCRT.

The CIP projects to achieve this goal include:

## **Public Works Equipment Services and Replacement Division**

- 5.23.a Fleet Vehicle and Equipment Replacement

## **Information Technology**

- 5.26.a Desktop Computer Refresh
- 5.26.b City-wide Document Storage

## **Information Technology/KCRT**

- 5.26.c Council Chamber Video Production
- 5.26.d Media Center Upgrade
- 5.26.e Production Truck and Equipment
- 5.26.f Studio Upgrade
- 5.26.g Upgrade Playback System

# Executive Summary

## REVIEW CRITERIA

All projects submitted for inclusion in the City's Capital Improvement Plan were reviewed on the basis of their relative need and cost. In addition, several guiding policies directed the determination of the content scheduling and funding of the Capital Improvement Plan. The policies are as follows:

1. Meet the City's plans and policies relative to:
  - a. Maintaining and enhancing the physical environment
  - b. Promoting a safe and secure community
  - c. Promoting economic vitality
  - d. Promoting sustainable communities
  - e. Promoting effective government
2. Maximize return on investments, in consideration of financial limitations and budget constraints so as to:
  - a. Preserve prior investments where possible
  - b. Reduce operating costs
  - c. Maximize use of outside funding sources to leverage the City's investments
  - d. Maximize cost-effective service delivery
3. Improve and enhance the existing network of City service levels and facilities.
4. Implement adopted plans.
5. Demonstrate coordination and compatibility with other capital projects and other public policies and private efforts.

## PROJECT DETAIL

Each Department Project Narrative includes a Mission Statement, Plan Highlights, Program Overview, Sources of Funding and Performance Measurements.

Additionally, each project has a detailed Project Description Report which includes the Project Identification, Project Name, Project Manager, Department Responsible, Project Description, Project Location, Estimated Operation and Maintenance Cost, Project Intent, Project Type, Estimated Start Date, Estimated Completion Date, Project Justification, Total Estimated Cost, Sources of Funding, Fund Number, Fund Name and the year in which funding will be needed.

# Executive Summary

## **PROGRAMS**

A program Sources and Use report (Individual Project Description Report) can be found under each Departmental tab for Buildings and Facilities, Equipment, Parks and Open Space, Sewer, Streets and Sidewalks, Technology Enhancements, Traffic Improvements and miscellaneous projects.

## **FINANCIAL**

This section includes projected capital revenue sources, uses of funds and funding by type. The total FY2011-12 Capital Improvement Plan budget is \$24,492,351.

## Executive Summary

### FUNDING SOURCES IDENTIFIED

Project Revenue by Funding Source	FY2011-12 CIP
<b><u>Capital Improvement Project Funds</u></b>	
State Gas Tax	\$ 3,396,698
Asset Seizure	\$ 96,959
Outside Funded Grants (Parks and Police)	\$ 578,646
Engineering Projects (Grants)	\$ 6,652,522
General Capital	\$ 8,017,913
Measure C	\$ 1,856,763
Civic Center	\$ 50,000
Harbor	\$ 1,058,844
State Highway	\$ 1,397,605
Park Impact Fee	\$ 911,501
Public Facility Impact Fee - Police	\$ 120,000
Library Impact Fee	\$ 354,900
<b>Capital Improvement Project Funds - Total</b>	<b>\$ 24,492,351</b>
<b><u>Enterprise Funds</u></b>	
Port Capital Projects	\$ 16,408,831
Engineering Wastewater Treatment	\$ 12,160,750
Marina Fund	\$ 2,100,000
KCRT Cable Television	\$ 121,995
<b>Enterprise Funds - Total</b>	<b>\$ 30,791,576</b>
<b><u>Internal Service Funds</u></b>	
Information Technology	\$ 1,250,000
Equipment Services	\$ 2,356,394
<b>Internal Service Funds - Total</b>	<b>\$ 3,606,394</b>
<b><u>Redevelopment Agency Funds</u></b>	
Redevelopment CIP	\$ 46,707,000
Housing and Community Development	\$ 4,050,000
<b>Redevelopment Agency Funds - Total</b>	<b>\$ 50,757,000</b>
<b>TOTAL OF ALL FUNDS</b>	<b>\$ 109,647,321</b>

**FY2011-12 CIP Budget**

# Executive Summary

## **CONCLUSION**

The \$331 million unfunded portion of this five-year CIP is indicative of the City's current unmet needs and future anticipated needs. In projecting five years into the future, it is not possible to estimate all the needs of each project or the amount of available funds. By identifying priority projects with unmet funding needs, direction is provided to staff on which projects to emphasize in searching for potential grant and other sources of funding. Managing the progress of the CIP and anticipating future needs is an ongoing process, and revisions are made annually.



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Capital Improv-Projects FY1112

CC	PROJECT CODE CLASSIFICATION	Gas Tax	Asset Seizure	Outside Grants	Capital Outlay Fund	Measure C/J	CIP Lease Rev. Bond	Civic Center	Parks Projects	Harbor Fund	Transportation Projects
	ORG										
	ORG										
	FUND										
	<b>Estimated Beginning Balance 07/01/11</b>	<b>1002</b>	<b>1004</b>	<b>1006</b>	<b>2001</b>	<b>2002</b>	<b>2003</b>	<b>2004</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>
	Purchase Orders prior year	549,521	160,823	539,864	4,598,413	646,366	0	1,029,846	(1,007,611)	1,077,194	(26,211)
	Housing Authority Debt Payment										
	QECCB Bond Proceeds										
	Bond Proceeds										
	Port Capitalized Interest										
	<b>NEW BALANCE</b>	549,521	160,823	539,864	4,598,413	646,366	0	1,029,846	(1,007,611)	1,077,194	(26,211)
	<b>Revenues</b>										
	Other Taxes										
	Licenses, Permits and Fees										
	Fines, Forfeitures and Penalties		4,865								
	Interest and Investment Income										
	Charges for Services										
	Charges for Internal Services										
	Other Revenues - WW Bond			268,000							
	Rental Income										
	State and Local Taxes	2,850,649		310,646	1,944,700	1,210,397					
	Federal Grant Revenue										
	State Grant Revenue										
	Other Grant Revenue										
	Proceeds from Sale of Property										
	Bond Proceed				1,368,513						
	<b>Total Revenues</b>	<b>2,850,649</b>	<b>4,865</b>	<b>578,646</b>	<b>3,313,213</b>	<b>1,210,397</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Capital Improv-Projects FY1112

CC	PROJECT CODE CLASSIFICATION	Gas Tax	Asset Seizure	Outside Grants	Capital Outlay Fund	Measure C/J	CIP Lease Rev. Bond	Civic Center	Parks Projects	Harbor Fund	Transportation Projects
	ORG FUND	1002	1004	1006	2001	2002	2003	2004	2006	2007	2008
	<b>Expenditures</b>										
	Salaries & Wages				69,987						
	Benefits				28,825						
	Professional Services		43,959		8,543	140,000					
	CCTV				30,000						
	Public Works Paving				1,850,000	150,000					
	Dornan Drive Tunnel Repair & Rehabilitation				493,000						
	Street Light Rehab				920,000						
	City Facilities Energy Efficient				371,475						
	Engineering Paving	1,803,360			254,304	476,015					
	Cutting Carlson Traffic Safety	419,125			25,000						
	Bay Trail (Cutting to Ferry Point)										
	Bay Trail (Kaiser Shipyard No. 3 to Ferry Point)										
	Crosswalk Improvement					100,000					
	Quiet Zones Railroad Crossing Improvement					200,000					
	Surface Drainage	375,000									
	Traffic Safety Improvement	175,000									
	Carlson Boulevard Street Improvements, Ph.	30,000				325,000					
	Point Molate Bay Trail (Castro to Bridge)	(200,000)									
	Annual Street Audit	3,000									
	MLL										
	Safe Route to School (Ford, King, Grant)				128,708						
	Safe Route to School (Nystrom)				29,333						
	Wharf Street										
	Americans with Disabilities Act (ADA)	370,000									
	JAG Police Safety Equipment			310,646							
	Parks ADA										
	Park Irrigation Rehabilitation										
	Park Hardscape Rehabilitation										
	BTA Bridge										
	JPA Sports Field Partnership										
	Shields-Reid Park Improvements				50,000						
	Wendell Park										
	Burg Park										
	Bay Trail Gap Closure										
	Play Area Safety Equipment			268,000							
	Dredging										
	South Side Substation				500,000						
	Via Verdi Roadway and Culvert Repair				580,000						
	Pt. Molate Building Stabilization				12,000						
	Vehicle to Tow Police Boats		35,000								
	License Plate Reader (LPR)										
	Vehicle Locator System										
	SWAT Equipment & Radio Gear		18,000								
	Traffic Laser Radar Equipment										
	BTA Damaged Roof Laminated Beams										
	Starlite Studios				75,000						
	North Richmond Ball Field				100,000						
	Fire Station 61 Roof Replacement				20,000						
	Fire Station 67 Gender Specific Dormitories and Kitchen Rehabilitation				189,724						
	Fire Station 68 Gender-Specific Restroom Facilities				217,984						
	Elm Park				69,330						
	Back-up Generator to Main Library				1,944,700						
					50,000						
	<b>Total Expenditures</b>	<b>2,975,485</b>	<b>96,959</b>	<b>578,646</b>	<b>8,017,912</b>	<b>1,856,763</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,058,844</b>	<b>-</b>

Capital Improv-Projects FY1112

CC	PROJECT CODE CLASSIFICATION	Gas Tax	Asset Seizure	Outside Grants	Capital Outlay Fund	Measure C/J	CIP Lease Rev. Bond	Civic Center	Parks Projects	Harbor Fund	Transportation Projects
90	Transfers in from:	1002	1004	1006	2001	2002	2003	2004	2006	2007	2008
	General Fund										
	Special Revenue										
	Capital Improvements										26,211
	Debt Service										
	Enterprise Fund										
	Internal Service Funds										
	Redevelopment										
	Housing Authority				100,000						
	NR Mitigation CCTV \$30k, NR Ball field \$20k, Shields-Reid \$50k										
	CIP State Highway				50,000						
	Civic Center for Back up Generator										
	Total transfers in	-	-	-	150,000	-	-	-	-	-	26,211
91	Transfers out to:										
	General Fund										
	Special Revenue										
	Capital Improvements	421,213									
	Debt Service										
	Enterprise Fund										
	Internal Service Funds										
	Redevelopment										
	Housing Authority										
	CIP State Highway							50,000			
	General Capital for Back-up Generator										
	Total transfers out	421,213	-	-	-	-	-	50,000	-	-	-
	Net transfers in/out	(421,213)	-	-	150,000	-	-	(50,000)	-	-	26,211
	Net Surplus/Deficit	(546,049)	(92,094)	-	(4,554,699)	(646,366)	-	(50,000)	-	(1,058,844)	26,211
	Ending Balance	3,472	68,729	539,864	43,714	0	0	979,846	(1,007,611)	18,350	(0)

Capital Improv-Projects FY1112

PROJECT CODE CLASSIFICATION	State Highway	Park	Traffic	Fire	Police	Recreation	Facility	Hilltop	Storm	Engineering	Capital
	2009	2110	2111	2113	2114	2115	Fee - Parks	Impact Fee	Drain	Grants	Improvements
ORG											
FUND											
Estimated Beginning Balance 07/01/11	1,397,605	1,758,196	(2,980,420)	28,551	125,783	197,080	2116 (708,852)	2118 (213,777)	2119 (254,997)	1054	7,388,754
Purchase Orders prior year											
Housing Authority Debt Payment											
QECB Bond Proceeds											
Bond Proceeds											
Port Capitalized Interest											
<b>NEW BALANCE</b>	1,397,605	1,758,196	(2,980,420)	28,551	125,783	197,080	(708,852)	(213,777)	(254,997)	-	7,388,754
<b>Revenues</b>											
Other Taxes											
Licenses, Permits and Fees				4,735	5,032	3,986					22,489
Fines, Forfeitures and Penalties											
Interest and Investment Income		37,328		392	1,789	4,576					56,165
Charges for Services											
Charges for Internal Services											
Other Revenues - WW Bond											268,000
Rental Income											
State and Local Taxes											
Federal Grant Revenue											4,371,692
State Grant Revenue										1,655,522	3,600,222
Other Grant Revenue										4,997,000	4,997,000
Proceeds from Sale of Property											
Bond Proceed											1,368,513
<b>Total Revenues</b>	-	37,328	-	5,127	6,821	8,562	-	-	-	6,652,522	14,684,081

Capital Improv-Projects FY1112

PROJECT CODE CLASSIFICATION											
State Highway	Park Impact Fee	Traffic Impact Fee	Fire Impact Fee	Police Impact Fee	Recreation Impact Fee	Facility Fee - Parks	Library Impact Fee	Hilltop Impact Fee	Storm Drain Impact Fee	Engineering Grants	Capital Improvements Total
2009	2110	2111	2113	2114	2115	2116	2117	2118	2119	1054	
ORG											
ORG											
FUND											
<b>Expenditures</b>											
Salaries & Wages											69,987
Benefits											28,825
Professional Services							354,900				547,402
CCTV											30,000
Public Works Paving										469,800	2,000,000
Donnan Drive Tunnel Repair & Rehabilitation											962,800
Street Light Rehab											920,000
City Facilities Energy Efficient											371,475
Engineering Paving	1,371,394										3,905,073
Cutting Carlson Traffic Safety										20,000	419,125
Bay Trail (Cutting to Ferry Point)										150,000	45,000
Bay Trail (Kaiser Shipyard No. 3 to Ferry Po										150,000	150,000
Crosswalk Improvement											100,000
Quiet Zones Railroad Crossing Improvement											200,000
Surface Drainage											375,000
Traffic Safety Improvement											500,000
Carlson Boulevard Street Improvements, Ph:											30,000
Point Molate Bay Trail (Castro to Bridge)											(200,000)
Annual Street Audit											3,000
MLK											128,708
Safe Route to School (Ford, King, Grant)										408,722	438,055
Safe Route to School (Nystrom)										477,000	755,000
Wharf Street										130,000	130,000
Americans with Disabilities Act (ADA)											557,748
JAG Police Safety Equipment											310,646
Parks ADA	170,000										170,000
Park Irrigation Rehabilitation	60,000										60,000
Park Hardscape Rehabilitation	155,000										155,000
BTA Bridge	135,000										135,000
JPA Sports Field Partnership	15,000										15,000
Shields-Red Park Improvements	-										50,000
Wendell Park	160,501										160,501
Burg Park	50,000										50,000
Bay Trail Gap Closure											268,000
Play Area Safety Equipment	101,000										101,000
Dredging										4,997,000	5,577,000
South Side Substation											12,000
Via Verdi Roadway and Culvert Repair											35,000
Pt. Molate Building Stabilization											50,000
Vehicle to Tow Police Boats											50,000
License Plate Reader (LPR)											50,000
Vehicle Locator System											18,000
SWAT Equipment & Radio Gear											20,000
Traffic Laser Radar Equipment											75,000
BTA Damaged Roof Laminated Beams											100,000
Starlite Studios											85,000
North Richmond Ball Field											100,000
Fire Station 61 Roof Replacement											189,724
Fire Station 67 Gender Specific Dormitories											217,984
Fire Station 68 Gender Specific Restroom Fa											69,330
Elim Park											1,944,700
Back-up Generator to Main Library											50,000
<b>Total Expenditures</b>	<b>1,371,394</b>	<b>911,501</b>	<b>-</b>	<b>120,000</b>	<b>-</b>	<b>-</b>	<b>354,900</b>	<b>-</b>	<b>-</b>	<b>6,652,522</b>	<b>23,994,926</b>

Capital Improv-Projects FY1112

PROJECT CODE CLASSIFICATION	State Highway	Park Impact Fee	Traffic Impact Fee	Fire Impact Fee	Police Impact Fee	Recreation Impact Fee	Facility Fee - Parks	Library Impact Fee	Hilltop Impact Fee	Storm Drain Impact Fee	Engineering Grants	Capital Improvements Total
ORG												
ORG FUND												
Transfers in from:												
General Fund												-
Special Revenue												-
Capital Improvements												26,211
Debt Service												-
Enterprise Fund												-
Internal Service Funds												-
Redevelopment												-
Housing Authority												-
NR Mitigation CCTV \$30k, NR Ball field \$20												-
Shields-Reid \$50k												100,000
CIP State Highway												-
Civic Center for Back up Generator												50,000
Total transfers in	-	-	-	-	-	-	-	-	-	-	-	176,211

Transfers out to:

General Fund												-
Special Revenue												-
Capital Improvements												-
Debt Service												421,213
Enterprise Fund												-
Internal Service Funds												-
Redevelopment												-
Housing Authority												-
CIP State Highway	26,211											26,211
General Capital for Back-up Generator												50,000
Total transfers out	26,211											497,424

Net transfers in/out	(26,211)											(321,213)
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Net Surplus/Deficit	(1,397,605)	(874,173)		5,127	(113,179)	8,562		(338,949)				(9,632,058)
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Ending Balance	(0)	884,023	(2,980,420)	33,678	12,604	205,642	(708,852)	129,431	(213,777)	(254,997)		(2,246,304)
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**City of Richmond  
Capital Expenditures by Fund for FY 2011/12 to 2015/16**

Fund No.	Project Title	Adopted FY2010/11	Carry forward FY2010/11	New Request FY2011/12	Adopted FY2011/12	Proposed FY2012/13	Proposed FY2013/14	Proposed FY2014/15	Proposed FY2015/16	Total
1002	(ADA), Sidewalks, and Gaps Closures			\$ 370,000	\$ 370,000	\$ 470,000	\$ 470,000	\$ 470,000	\$ 470,000	\$ 2,250,000
1002	Barrett Avenue Resurfacing	\$ 282,000								
1002	Carlson Boulevard Street Improvements, Phase II	\$ 1,096,457	\$ 30,000		\$ 30,000					\$ 30,000
1002	Crosswalk Improvement	\$ 100,000								
1002	Cutting/Carlson Traffic Safety	\$ 440,000	\$ 419,125		\$ 419,125					\$ 419,125
1002	Miscellaneous Improvement Repairs	\$ 150,000								
1002	Miscellaneous Sidewalk Improvement	\$ 250,000								
1002	Miscellaneous Street Paving - Engineering	\$ 3,690,054	\$ 549,521	\$ 1,253,839	\$ 1,803,360	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 9,803,360
1002	Miscellaneous Street Paving - Public Works					\$ 243,363	\$ 307,457	\$ 372,961	\$ 439,906	\$ 1,363,687
1002	Operation and Maintenance Cost	\$ 427,863		\$ 424,213	\$ 424,213					\$ 424,213
1002	Point Molate Bay Trail (Castro to Bridge)	\$ 200,000			\$ (200,000)					\$ (200,000)
1002	Point Richmond Retaining Walls	\$ 116,167								
1002	Railroad Crossing Improvement Quiet Zones	\$ 200,000								
1002	Street Light Rehabilitation	\$ 562,000								
1002	Surface Drainage	\$ 200,000	\$ 175,000	\$ 200,000	\$ 375,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,175,000
1002	Traffic Safety Improvement	\$ 325,000	\$ 175,000		\$ 175,000					\$ 175,000
1002	Via Verdi Roadway and Culvert Repair	\$ 353,590								
	<b>1002 - State Gas Tax - Total</b>	<b>\$ 8,393,131</b>	<b>\$ 1,348,646</b>	<b>\$ 2,248,052</b>	<b>\$ 3,396,698</b>	<b>\$ 2,913,363</b>	<b>\$ 2,977,457</b>	<b>\$ 3,042,961</b>	<b>\$ 3,109,906</b>	<b>\$ 15,440,385</b>
1004	Closed Circuit Television (CCTV) Cameras	\$ 104,723								
1004	Professional Services		\$ 43,959		\$ 43,959					\$ 43,959
1004	SWAT Equipment and Radio Gear		\$ 18,000		\$ 18,000					\$ 18,000
1004	Vehicle to Tow Police Boats			\$ 35,000	\$ 35,000					\$ 35,000
	<b>1004 - Asset Seizure - Total</b>	<b>\$ 104,723</b>	<b>\$ 61,959</b>	<b>\$ 35,000</b>	<b>\$ 96,959</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 96,959</b>
1006	Bay Trail Gap Closure	\$ 300,000	\$ 273,000		\$ 268,000	\$ 5,000				\$ 273,000
1006	JAG Police Safety Equipment	\$ 536,808	\$ 279,969		\$ 279,969					\$ 279,969
1006	JAG II Police Safety Equipment	\$ 128,419	\$ 30,677		\$ 30,677					\$ 30,677
	<b>1006 - Outside Grants - Total</b>	<b>\$ 965,227</b>	<b>\$ 583,646</b>	<b>\$ -</b>	<b>\$ 578,646</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 583,646</b>



**City of Richmond  
Capital Expenditures by Fund for FY 2011/12 to 2015/16**

Fund No.	Project Title	Adopted FY2010/11	Carry forward FY2010/11	New Request FY2011/12	Adopted FY2011/12	Proposed FY2012/13	Proposed FY2013/14	Proposed FY2014/15	Proposed FY2015/16	Total
1054	Bay Trail (Cutting to Ferry Point)			\$ 20,000	\$ 20,000					\$ 20,000
1054	Bay Trail (Kaiser Shipyard #3 to Ferry Point)	\$ 150,000	\$ 150,000		\$ 150,000					\$ 150,000
1054	Develop a Pedestrian Masterplan	\$ 65,000								
1054	Dornan Tunnel	\$ 469,800	\$ 469,800		\$ 469,800					\$ 469,800
1054	Greenway Ohlone Gap	\$ 16,000								
1054	Martin Luther King (MLK) Center	\$ 2,421,704								
1054	Safe Route to School (Nystrom)	\$ 477,000	\$ 477,000		\$ 477,000					\$ 477,000
1054	Safe Route to School (Student Safety Street)	\$ 408,722	\$ 408,722		\$ 408,722					\$ 408,722
1054	Via Verdi Roadway and Culvert Repair	\$ 9,000,000	\$ 4,997,000		\$ 4,997,000					\$ 4,997,000
1054	Wharf Street	\$ 150,000	\$ 130,000		\$ 130,000					\$ 130,000
	<b>1054 - Engineering Grant - Total</b>	<b>\$ 13,158,226</b>	<b>\$ 6,632,522</b>	<b>\$ 20,000</b>	<b>\$ 6,652,522</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,652,522</b>
2001	Carlson Boulevard Street Improvements	\$ 66,736								
2001	City-wide Pedestrian Masterplan	\$ 13,929								
2001	Closed Circuit Television (CCTV) Cameras	\$ 49,668		\$ 30,000	\$ 30,000					\$ 30,000
2001	Dornan Drive Tunnel Repair and Rehabilitation	\$ 638,000	\$ 493,000		\$ 493,000					\$ 493,000
2001	Greenprint	\$ 666,667								
2001	Greenway Ohlone Gap Closure - grant match	\$ 20,000								
2001	Greenway Phases	\$ 43,278								
2001	Martin Luther King (MLK) Center Demolition	\$ 571,824	\$ 128,708		\$ 128,708					\$ 128,708
2001	Miscellaneous Sidewalk Repairs	\$ 165,000								
2001	Miscellaneous Street Paving - Engineering			\$ 254,304	\$ 254,304					\$ 254,304
2001	Miscellaneous Street Paving - Public Works	\$ 2,000,000		\$ 1,850,000	\$ 1,850,000	\$ 1,153,888	\$ 911,987	\$ 645,561	\$ 351,574	\$ 4,913,010
2001	Pt. Molate Bay Trail	\$ 55,175								
2001	Pt. Molate Building Stabilization	\$ 587,835	\$ 12,000		\$ 12,000					\$ 12,000
2001	Richmond Plunge Restoration	\$ 224,034								
2001	Safe Route to School (Student Safety Street)	\$ 67,179	\$ 29,333	\$ 400,000	\$ 400,000	\$ 500,000	\$ 500,000	\$ 353,278	\$ 500,000	\$ 2,253,278
2001	Street Light Rehabilitation	\$ 150,655								\$ 150,655
2001	Traffic Safety Improvements	\$ 83,868								
2001	Via Verdi Roadway and Culvert Repair	\$ 974,764		\$ 580,000	\$ 580,000					\$ 580,000
2001	Civic Center Library Roof	\$ 118,000								



**City of Richmond  
Capital Expenditures by Fund for FY 2011/12 to 2015/16**

Fund No.	Project Title	Adopted FY2010/11	Carry forward FY2010/11	New Request FY2011/12	Adopted FY2011/12	Proposed FY2012/13	Proposed FY2013/14	Proposed FY2014/15	Proposed FY2015/16	Total
2001	Civic Center Marquee	\$ 80,000								
2001	Hilltop Sign	\$ 31,633								
2001	Senior Center Restroom (ADA)	\$ 50,000								
2001	Fire Station Improvements	\$ 15,905								
2001	North Richmond Ballfield	\$ 75,000		\$ 20,000	\$ 20,000				\$ 20,000	
2001	Shields-Reid Park	\$ 12,698		\$ 50,000	\$ 50,000				\$ 50,000	
2001	City-wide Document Scanning	\$ 106,057								
2001	Paratransit Vehicles - City Match	\$ 51,388								
2001	Starlite Studio Employment and Training	\$ 89,842		\$ 100,000	\$ 100,000				\$ 100,000	
2001	Operation and Maintenance Cost	\$ 253,441		\$ 107,355	\$ 107,355				\$ 107,355	
2001	Fire Station 61 Roof Replacement	\$ 200,000	\$ 189,724		\$ 189,724				\$ 189,724	
2001	Fire Station 67 Gender Specific Dormitories and Kitchen Rehabilitation	\$ 250,000	\$ 217,984		\$ 217,984				\$ 217,984	
2001	Fire Station 68 Gender Specific Restroom Facilities	\$ 839,680	\$ 69,330		\$ 69,330				\$ 69,330	
2001	Southside Substation - Police			\$ 500,000	\$ 500,000	\$ 500,000			\$ 1,000,000	
2001	BTA Damaged Roof			\$ 75,000	\$ 75,000				\$ 75,000	
2001	Street Light Rehabilitation City Manager	\$ 520,000	\$ 520,000		\$ 520,000					
2001	City Facilities Energy Efficient	\$ 511,475	\$ 371,475		\$ 371,475					
2001	Bay Trail Match			\$ 25,000	\$ 25,000					
2001	Elm Park City Manager		\$ 1,944,700	\$ 1,944,700	\$ 1,944,700					
2001	Back-up Generator to Main Library Computer Server Room		\$ 50,000	\$ 50,000	\$ 50,000	\$ 384,228			\$ 384,228	
2001	ADA Compliance for Emergency Shelters - Priority 1					\$ 62,963	\$ 588,843		\$ 651,806	
2001	ADA Compliance - All Other City Facilities - Priority 1						\$ 500,073		\$ 500,073	
2001	ADA Compliance for Emergency Shelters - Priority 2						\$ 49,019		\$ 49,019	
2001	ADA Compliance - All Other City Facilities - Priority 2						\$ 2,549,922	\$ 998,839	\$ 3,548,761	
	<b>2001 - General Capital - Total</b>	<b>\$ 9,583,732</b>	<b>\$ 2,031,554</b>	<b>\$ 5,986,359</b>	<b>\$ 8,017,913</b>	<b>\$ 2,601,079</b>	<b>\$ 2,549,922</b>	<b>\$ 998,839</b>	<b>\$ 954,202</b>	<b>\$ 12,210,780</b>
2002	(ADA), Sidewalks, and Gaps Closures	\$ 100,000	\$ 87,748	\$ 100,000	\$ 187,748				\$ 187,748	
2002	Gap Closures in Sidewalks	\$ 120,000								
2002	Operation and Maintenance Cost	\$ 145,000		\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 700,000	
2002	Street Light Rehabilitation	\$ 409,000								
2002	Crosswalk Improvement		\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000	



**City of Richmond  
Capital Expenditures by Fund for FY 2011/12 to 2015/16**

Fund No.	Project Title	Adopted FY2010/11	Carry forward FY2010/11	New Request FY2011/12	Adopted FY2011/12	Proposed FY2012/13	Proposed FY2013/14	Proposed FY2014/15	Proposed FY2015/16	Total
2002	Miscellaneous Street Paving - Public Works			\$ 150,000	\$ 150,000	\$ 602,749	\$ 780,556	\$ 981,478	\$ 1,208,520	\$ 3,723,303
2002	Railroad Crossing Improvement Quiet Zones			\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000
2002	Safe Route to Schools			\$ 278,000	\$ 278,000					\$ 278,000
2002	Street Paving			\$ 476,015	\$ 476,015					\$ 476,015
2002	Traffic Safety Improvements			\$ 325,000	\$ 325,000	\$ 325,000	\$ 325,000	\$ 325,000	\$ 325,000	\$ 1,625,000
<b>2002 - Measure C - Total</b>		<b>\$ 774,000</b>	<b>\$ 87,748</b>	<b>\$ 1,769,015</b>	<b>\$ 1,856,763</b>	<b>\$ 1,367,749</b>	<b>\$ 1,545,556</b>	<b>\$ 1,746,478</b>	<b>\$ 1,973,520</b>	<b>\$ 8,490,066</b>
2003	Miscellaneous Street Paving - Engineering	\$ 1,488,956								
<b>2003 - 2001A Lease Bond - Total</b>		<b>\$ 1,488,956</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
2004	Downtown Area Projects	\$ 1,559,949								
	Transfer out to General Capital Fund				\$ 50,000					
<b>2004 - Civic Center - Total</b>		<b>\$ 1,559,949</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ -</b>				
2007	Port Dredging	\$ 1,058,844	\$ 1,058,844		\$ 1,058,844					\$ 1,058,844
<b>2007 - Harbor - Total</b>		<b>\$ 1,058,844</b>	<b>\$ 1,058,844</b>	<b>\$ -</b>	<b>\$ 1,058,844</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,058,844</b>
2008	Carlson Boulevard Street Improvements	\$ 1,543,543								
2008	Miscellaneous Street Paving - Engineering	\$ 1,506,640								
<b>2008 - Transportation - Total</b>		<b>\$ 3,050,183</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
2009	Miscellaneous Street Paving - Engineering	\$ 1,552,779	\$ 1,291,713	\$ 79,681	\$ 1,371,394					\$ 1,371,394
2009	Transfer out to Transportation Fund		\$ 26,211		\$ 26,211					
2009	Point Richmond Retaining Walls	\$ 50,000								
<b>2009 - State Highway - Total</b>		<b>\$ 1,602,779</b>	<b>\$ 1,317,924</b>	<b>\$ 79,681</b>	<b>\$ 1,397,605</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,371,394</b>
2110	Booker T. Anderson (BTA) Park Bridge/Bioswales	\$ 160,000	\$ 135,000		\$ 135,000					\$ 135,000
2110	Burg Park	\$ 50,000	\$ 50,000		\$ 50,000					\$ 50,000
2110	Greenway Phases I, II & III	\$ 25,000								
2110	Hilltop Signage	\$ 2,624								
2110	Joint Powers Agreement (JPA) Sports Field Partn	\$ 15,000		\$ 15,000	\$ 15,000					\$ 15,000
2110	Martin Luther King (MLK Park) Additions	\$ 500,000								
2110	North Richmond Ball Field	\$ 75,000	\$ 65,000		\$ 65,000					\$ 65,000
2110	Park ADA Improvements	\$ 170,000	\$ 170,000		\$ 170,000					\$ 170,000
2110	Park Hardscape Rehabilitation	\$ 165,000	\$ 155,000		\$ 155,000					\$ 155,000
2110	Park Irrigation Rehabilitation	\$ 100,000	\$ 60,000		\$ 60,000					\$ 60,000
2110	Park Lighting Improvements	\$ 132,967	\$ -		\$ -					\$ -
2110	Play Area Safety Equipment	\$ 151,000	\$ 101,000		\$ 101,000					\$ 101,000



**City of Richmond  
Capital Expenditures by Fund for FY 2011/12 to 2015/16**

Fund No.	Project Title	Adopted FY2010/11	Carry forward FY2010/11	New Request FY2011/12	Adopted FY2011/12	Proposed FY2012/13	Proposed FY2013/14	Proposed FY2014/15	Proposed FY2015/16	Total
2110	Shields Reid Park Improvements	\$ 100,000								
2110	Solano Play Lot Renovations	\$ 10,000								
2110	Wendell Park	\$ 165,000	\$ 160,501		\$ 160,501					\$ 160,501
<b>2110 - Park Impact Fee - Total</b>		<b>\$ 1,821,591</b>	<b>\$ 896,501</b>	<b>\$ 15,000</b>	<b>\$ 911,501</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 911,501</b>
2114	Traffic Laser Radar Equipment	\$ 20,000	\$ 20,000		\$ 20,000					\$ 20,000
2114	License Plate Reader (LPR)			\$ 50,000	\$ 50,000					\$ 50,000
2114	Vehicle Locator System			\$ 50,000	\$ 50,000					\$ 50,000
<b>2114 - Police Impact Fee - Total</b>		<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ 100,000</b>	<b>\$ 120,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 120,000</b>
2115	Kennedy Swim Center Landscaping	\$ 25,000								
<b>2115 - Recreation Impact Fee - Total</b>		<b>\$ 25,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
2117	Operation and Maintenance Cost	\$ 60,000		\$ 304,900	\$ 304,900					
2117	Branch Library Public Access Computer Upgrade			\$ 50,000	\$ 50,000					\$ 50,000
<b>2117 - Library Impact Fee - Total</b>		<b>\$ 60,000</b>	<b>\$ -</b>	<b>\$ 354,900</b>	<b>\$ 354,900</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>
<b>Capital Improvements Funds - Total</b>		<b>\$ 30,508,115</b>	<b>\$ 7,406,822</b>	<b>\$ 10,588,007</b>	<b>\$ 24,492,351</b>	<b>\$ 6,887,191</b>	<b>\$ 7,072,935</b>	<b>\$ 5,788,278</b>	<b>\$ 6,037,628</b>	<b>\$ 40,333,575</b>



**City of Richmond  
Capital Expenditures by Fund for FY 2011/12 to 2015/16**

Fund No.	Project Title	Adopted FY2010/11	Carry forward FY2010/11	New Request FY2011/12	Adopted FY2011/12	Proposed FY2012/13	Proposed FY2013/14	Proposed FY2014/15	Proposed FY2015/16	Total
4001	Bay Trail Shipyard No. 3 to Foot of Canal Blvd.	\$ 692,000	\$ 692,000		\$ 692,000					\$ 692,000
4001	Honda Port of Entry at the Point Potrero Marine T	\$ 5,771,329	\$ 580,000		\$ 580,000					\$ 580,000
4001	Integrated Video Surveillance System	\$ 754,507	\$ 754,507		\$ 754,507					\$ 754,507
4001	Integrated Video Surveillance System	\$ 2,263,520	\$ 2,263,520		\$ 2,263,520					\$ 2,263,520
4001	Lighting Improvements PPMT	\$ 2,650,000	\$ 2,650,000		\$ 2,650,000					\$ 2,650,000
4001	Port Rail Corridor Facilities	\$ 2,295,211	\$ 171,000		\$ 171,000					\$ 171,000
4001	PPMT- Fiber Optic Network	\$ 4,310,504	\$ 4,310,504		\$ 4,310,504					\$ 4,310,504
4001	Railroad Improvements Quiet Zones	\$ 1,000,000	\$ 50,000	\$ 1,000,000	\$ 1,050,000	\$ 1,000,000				\$ 2,050,000
4001	Subaru Building 4 Improvements	\$ 750,000	\$ 700,000		\$ 700,000					\$ 700,000
4001	Terminal 2 Timber Wharf Replacement	\$ 1,000,000			\$ -					\$ -
4001	Terminal 3 Port Office Building Upgrade	\$ 3,787,889	\$ 3,237,300		\$ 3,237,300					\$ 3,237,300
	<b>4001 - Port of Richmond - Total</b>	<b>\$ 25,274,960</b>	<b>\$ 15,408,831</b>	<b>\$ 1,000,000</b>	<b>\$ 16,408,831</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,903,324</b>
4003	Digester Control Building No. 2	\$ 5,000,000	\$ 2,000,000		\$ 2,000,000					\$ 2,000,000
4003	Influent Pump Replacement	\$ 1,900,000								
4003	Keller Beach Sanitary Sewer Line Replacement	\$ 5,500,000	\$ 5,000,000		\$ 2,500,000	\$ 2,500,000				\$ 5,000,000
4003	Manhole Replacement	\$ 500,000	\$ 400,000		\$ 300,000	\$ 100,000				\$ 400,000
4003	Pennsylvania Ave. Sewer Rerouting	\$ 700,000								
4003	San Pablo Ave. Sewer Upsize	\$ 1,500,000								
4003	Sewer Line Repairs for Inspection Accessibility	\$ 3,000,000	\$ 2,500,000		\$ 1,250,000	\$ 1,250,000				\$ 2,500,000
4003	Sunset Pointe Emergency Generator Relocation	\$ 700,000								
4003	Tidal Inflow and Infiltration	\$ 1,200,000								
4003	Wet Weather Infiltration/Inflow Elimination	\$ 3,700,000	\$ 2,466,000		\$ 1,233,000	\$ 1,233,000				\$ 2,466,000
4003	Wet Weather Peak Flow Storage	\$ 11,000,000	\$ 11,000,000		\$ 4,877,750	\$ 6,122,250				\$ 11,000,000
	<b>4003 - Engineering Wastewater - Total</b>	<b>\$ 34,700,000</b>	<b>\$ 23,366,000</b>	<b>\$ -</b>	<b>\$ 12,160,750</b>	<b>\$ 11,205,250</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 23,366,000</b>
4005	Marina Dredging	\$ 2,100,000	\$ 2,100,000		\$ 2,100,000					\$ 2,100,000
	<b>4005 - Marina - Total</b>	<b>\$ 2,100,000</b>	<b>\$ 2,100,000</b>	<b>\$ -</b>	<b>\$ 2,100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,100,000</b>



**City of Richmond  
Capital Expenditures by Fund for FY 2011/12 to 2015/16**

Fund No.	Project Title	Adopted FY2010/11	Carry forward FY2010/11	New Request FY2011/12	Adopted FY2011/12	Proposed FY2012/13	Proposed FY2013/14	Proposed FY2014/15	Proposed FY2015/16	Total
4008	Council Chamber Technology Upgrade	\$ 64,000	\$ 64,000		\$ 64,000					\$ 64,000
4008	Media Center	\$ 10,000	\$ 5,984	\$ 4,016	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 50,000
4008	Microwave Transmission System			\$ 10,000	\$ 10,000					\$ 10,000
4008	Production Truck	\$ 30,000	\$ 15,995		\$ 15,995					\$ 15,995
4008	Studio Upgrade	\$ 10,000	\$ 4,509	\$ 5,491	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 50,000
4008	Upgrade Playback System	\$ 12,000	\$ 12,000		\$ 12,000	\$ 5,000				\$ 17,000
	<b>4008 - Total KCRT - Total</b>	<b>\$ 126,000</b>	<b>\$ 102,488</b>	<b>\$ 19,507</b>	<b>\$ 121,995</b>	<b>\$ 25,000</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ 206,995</b>
	<b>Enterprise Funds - Total</b>	<b>\$ 75,359,186</b>	<b>\$ 47,609,841</b>	<b>\$ 1,039,507</b>	<b>\$ 30,791,576</b>	<b>\$ 12,230,250</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ 48,228,841</b>
5002	City-wide Document Storage			\$ 250,000	\$ 250,000					\$ 250,000
5002	Desktop Computers			\$ 1,000,000	\$ 1,000,000					\$ 1,000,000
	<b>5002 - Information Technology - Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,250,000</b>	<b>\$ 1,250,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,250,000</b>
5003	Fire Vehicles	\$ 763,257	\$ 60,000		\$ 60,000	\$ 975,000	\$ 600,000	\$ 1,239,000		\$ 2,874,000
5003	Other City Equipment	\$ 530,000	\$ 13,835		\$ 760,000	\$ 1,330,000	\$ 753,000	\$ 1,175,000		\$ 4,018,000
5003	Other City Vehicles	\$ 710,000	\$ 220,998		\$ 1,133,394	\$ 642,000	\$ 1,401,000	\$ 1,047,000		\$ 4,223,394
5003	Police Vehicles	\$ 439,822	\$ 316,112		\$ 403,000	\$ 391,000	\$ 548,000	\$ 321,000		\$ 1,663,000
	<b>5003 - Equipment Services - Total</b>	<b>\$ 2,443,079</b>	<b>\$ 610,945</b>	<b>\$ -</b>	<b>\$ 2,356,394</b>	<b>\$ 3,338,000</b>	<b>\$ 3,302,000</b>	<b>\$ 3,782,000</b>	<b>\$ -</b>	<b>\$ 12,778,394</b>
	<b>Internal Service Funds Total</b>	<b>\$ 2,443,079</b>	<b>\$ 610,945</b>	<b>\$ 1,250,000</b>	<b>\$ 3,606,394</b>	<b>\$ 3,338,000</b>	<b>\$ 3,302,000</b>	<b>\$ 3,782,000</b>	<b>\$ -</b>	<b>\$ 14,028,394</b>
7201	23rd St. Streetscape Design Program	\$ 321,000								\$ 321,000
7201	EDA Revolving Loan Program	\$ 291,000	\$ 191,000		\$ 191,000					\$ 191,000
7201	Bradley A. Moody Memorial Underpass	\$ 31,200,000	\$ 28,720,000		\$ 28,720,000					\$ 28,720,000
7201	Facade Improvement Program	\$ 300,000	\$ 189,000		\$ 189,000					\$ 189,000
7201	Marina Bay Trails Landscape Areas	\$ 914,000	\$ 450,000		\$ 450,000					\$ 450,000
7201	Metro Walk (Transit Village)	\$ 41,341,000	\$ 16,775,000		\$ 16,775,000					\$ 16,775,000



**City of Richmond  
Capital Expenditures by Fund for FY 2011/12 to 2015/16**

Fund No.	Project Title	Adopted FY2010/11	Carry forward FY2010/11	New Request FY2011/12	Adopted FY2011/12	Proposed FY2012/13	Proposed FY2013/14	Proposed FY2014/15	Proposed FY2015/16	Total
7201	Railroad Crossing Design ad Improvements	\$ 1,110,000	\$ 150,000		\$ 150,000					\$ 150,000
7201	Economic Development Marketing Program	\$ 300,000	\$ 105,000		\$ 105,000					\$ 105,000
7201	Project Monitoring	\$ 74,000	\$ 37,000		\$ 37,000	\$ 37,000	\$ 37,000	\$ 37,000	\$ 37,000	\$ 185,000
7201	Area T Soil	\$ 292,000	\$ 50,000		\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000
7201	Marina Bay Oversight	\$ 224,000	\$ 40,000		\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 200,000
<b>7201 - Redevelopment Fund - Total</b>		<b>\$ 76,367,000</b>	<b>\$ 46,707,000</b>	<b>\$ -</b>	<b>\$ 46,707,000</b>	<b>\$ 127,000</b>	<b>\$ 127,000</b>	<b>\$ 127,000</b>	<b>\$ 127,000</b>	<b>\$ 47,215,000</b>
7202	Carquinez Hotel	\$ 65,000								\$ 65,000
7202	Housing Programs	\$ 1,257,000								\$ 1,257,000
7202	Infill Phase 2	\$ 1,450,000	\$ 1,000,000		\$ 1,000,000					\$ 2,000,000
7202	Lillie Mae Jones	\$ 201,000	\$ 201,000	\$ 327,000	\$ 528,000					\$ 1,056,000
7202	Miraflores (S. 43rd & Wall)	\$ 2,827,000	\$ 1,902,000		\$ 1,902,000					\$ 4,631,000
7202	Nevin Court (1st & Nevin)	\$ 360,000	\$ 360,000	\$ 217,000	\$ 577,000					\$ 1,454,000
7202	The Arbors (53rd & Potrero)	\$ 10,000								\$ 10,000
7202	Vernon Castro	\$ 28,000	\$ 5,000		\$ 5,000					\$ 33,000
7202	Project Monitoring		\$ 38,000		\$ 38,000	\$ 38,000	\$ 76,000	\$ 114,000	\$ 190,000	\$ 456,000
<b>7202 - Housing Fund - Total</b>		<b>\$ 6,198,000</b>	<b>\$ 3,506,000</b>	<b>\$ 544,000</b>	<b>\$ 4,050,000</b>	<b>\$ 38,000</b>	<b>\$ 76,000</b>	<b>\$ 114,000</b>	<b>\$ 190,000</b>	<b>\$ 4,468,000</b>
<b>Redevelopment Agency Funds - Total</b>		<b>\$ 82,565,000</b>	<b>\$ 50,213,000</b>	<b>\$ 544,000</b>	<b>\$ 50,757,000</b>	<b>\$ 165,000</b>	<b>\$ 203,000</b>	<b>\$ 241,000</b>	<b>\$ 317,000</b>	<b>\$ 51,683,000</b>
<b>Capital Project Expenditures - Total</b>		<b>\$ 190,875,380</b>	<b>\$ 105,840,608</b>	<b>\$ 13,421,514</b>	<b>\$ 109,647,321</b>	<b>\$ 22,620,441</b>	<b>\$ 10,597,935</b>	<b>\$ 9,831,278</b>	<b>\$ 6,374,628</b>	<b>\$ 154,273,810</b>



**City of Richmond  
Capital Revenue Sources Budget by Fund for FY 2011/12-2015/16**

Fund Group	Estimated Beginning Fund Balance, 7/1/11	Estimated New Revenue	Total Estimated Revenue FY2011/12	Estimated FY2012/13	Estimated FY2013/14	Estimated FY2014/15	Estimated FY2015/16	Total
<b>Capital Project Funds</b>								
1002-State Gas Tax	\$ -	\$ 2,850,649	\$ 2,850,649	\$ 2,913,363	\$ 2,977,457	\$ 3,042,961	\$ 3,109,906	\$ 14,894,337
1004-Asset Seizure	\$ 160,823	\$ 4,885	\$ 165,708	\$ 4,992	\$ 5,102	\$ 9,619	\$ 9,717	\$ 195,139
1006-Outside Grants	\$ 539,864	\$ 578,646	\$ 1,118,510					\$ 1,118,510
2001-Capital Outlay	\$ 1,945,865	\$ 6,084,622	\$ 8,030,487	\$ 2,601,079	\$ 2,549,922	\$ 998,839	\$ 954,202	\$ 15,134,529
2002-Measure C	\$ 646,366	\$ 1,210,397	\$ 1,856,763	\$ 2,098,142	\$ 2,370,901	\$ 2,679,118	\$ 3,027,403	\$ 12,032,327
2003-CIP 2001A Lease Revenue Bond	\$ -	\$ -	\$ -					\$ -
2004-Civic Center	\$ 1,029,846	\$ -	\$ 1,029,846					\$ 1,029,846
2006-Park Projects	\$ (1,007,611)							
2007-Harbor	\$ 1,077,194	\$ -	\$ 1,077,194					\$ 1,077,194
2008-Transportation	\$ (26,211)	\$ 26,211	\$ -					\$ -
2009-State Highway	\$ 105,892		\$ 105,892					\$ 105,892
2110-Park Land Dedication Impact Fee	\$ 1,758,196	\$ 37,328	\$ 1,795,524	\$ 38,149	\$ 38,988	\$ 9,619	\$ 9,717	\$ 1,891,998
2111-Traffic Impact Fee	\$ (2,980,420)							
2113-Public Facility Impact Fee - Fire	\$ 28,551	\$ 5,127	\$ 33,678	\$ 5,240	\$ 5,355	\$ 5,473	\$ 5,593	\$ 55,338
2114-Public Facility Impact Fee -Police	\$ 125,783	\$ 6,821	\$ 132,604	\$ 6,971	\$ 7,124	\$ 7,281	\$ 7,441	\$ 161,422
2115-Recreation Impact Fee-Aquatics	\$ 197,080	\$ 8,562	\$ 205,642	\$ 8,750	\$ 8,943	\$ 9,140	\$ 9,341	\$ 241,815
2116-Facility Fee Parks and Open Space	\$ 708,852							
2117-Library Impact Fee	\$ 468,380	\$ 15,951	\$ 484,331	\$ 16,302	\$ 16,661	\$ 17,027	\$ 17,402	\$ 551,722
2118-Hilltop Impact Fee	\$ (213,777)							
2119-Storm Drain Impact Fee	\$ (254,997)							
<b>Capital Project Funds - Total</b>	<b>\$ 4,309,676</b>	<b>\$ 10,829,199</b>	<b>\$ 18,886,828</b>	<b>\$ 7,692,989</b>	<b>\$ 7,980,454</b>	<b>\$ 6,779,077</b>	<b>\$ 7,150,722</b>	<b>\$ 48,490,069</b>
Enterprise Funds - Total			\$ 37,388,267					\$ 37,388,267
Internal Service Funds - Total			\$ 3,606,394					\$ 3,606,394
Redevelopment Agency Funds - Total			\$ 50,757,000					\$ 50,757,000
<b>Total Funds Available</b>	<b>\$ 4,309,676</b>	<b>\$ 10,829,199</b>	<b>\$ 110,638,489</b>	<b>\$ 7,692,989</b>	<b>\$ 7,980,454</b>	<b>\$ 6,779,077</b>	<b>\$ 7,150,722</b>	<b>\$ 140,241,730</b>

**City of Richmond  
Capital Unfunded Request For FY 2011/12 to 2015/16**



<u>Project Name</u>	<u>FY2011-12</u>	<u>FY2012-13</u>	<u>FY2013-14</u>	<u>FY2014-15</u>	<u>FY2015-16</u>	<u>5 Year Total</u>
<b>Engineering Department</b>						
Street Light Rehabilitation		\$ 673,000		\$ 146,722		\$ 146,722
Point Richmond Retaining Walls					\$ 50,000	\$ 50,000
Pavement Management Program		\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 600,000
Miscellaneous Improvement Repairs		\$ 3,200,000	\$ 3,200,000	\$ 3,200,000	\$ 3,200,000	\$ 12,800,000
Street Paving		\$ 4,023,000	\$ 3,350,000	\$ 3,350,000	\$ 3,546,722	\$ 14,319,722
<b>Total - Unfunded Engineering Department</b>						
<b>Engineering Stormwater</b>						
24 <sup>th</sup> Street Flooding Reduction	\$ 1,142,000					\$ 1,142,000
Bayview Ave Flooding Reduction	\$ 1,727,000					\$ 1,727,000
Canal Boulevard Flooding Reduction	\$ 1,467,000					\$ 1,467,000
Carlson Blvd Flooding Reduction	\$ 8,700,000					\$ 8,700,000
Crest Ave Pipe Replacement	\$ 33,000					\$ 33,000
Gertrude Ave Flooding Reduction	\$ 3,077,000					\$ 3,077,000
Harbour Way Flooding Reduction	\$ 560,000					\$ 560,000
Marina Way Flooding Reduction	\$ 2,815,000					\$ 2,815,000
Southwest Annex Flooding Reduction	\$ 500,000					\$ 500,000
<b>Total - Unfunded Engineering Stormwater</b>	<b>\$ 20,021,000</b>					<b>\$ 20,021,000</b>
<b>Public Works Operation and Maintenance</b>						
Add Boiler to the Auditorium	\$ 250,000		\$ 250,000			\$ 500,000
33 Ft. Scissor Lift for Painters - Purchase	\$ 25,000					\$ 25,000
<b>Total - Unfunded Public Works Operation and Maintenance</b>	<b>\$ 275,000</b>		<b>\$ 250,000</b>			<b>\$ 525,000</b>
<b>Public Works Parks</b>						
MLK Park, Community Center Landscaping	\$ 750,000					\$ 750,000
Nichol Park, Electrical System	\$ 1,000,000					\$ 1,000,000
Urban Forest Implementation Citywide	\$ 132,000	\$ 132,000	\$ 132,000	\$ 132,000	\$ 132,000	\$ 528,000
Greenway Phases I, II & III	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000		\$ 75,000



**City of Richmond  
Capital Unfunded Request For FY 2011/12 to 2015/16**

<u>Project Name</u>	<u>FY2011-12</u>	<u>FY2012-13</u>	<u>FY2013-14</u>	<u>FY2014-15</u>	<u>FY2015-16</u>	<u>5 Year Total</u>
Hilltop Pylon Sign	\$ 1,300,000	\$ 230,000				\$ 1,530,000
North Richmond Ball field Restroom Restoration	\$ 25,000	\$ 100,000				\$ 125,000
Hilltop Directional Signage	\$ 100,000	\$ 235,620	\$ 235,620			\$ 571,240
JPA Sports Field Partnership	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000		\$ 45,000
North Richmond Ball field Irrigation, Lighting & Sod Repair	\$ 85,000	\$ 93,500				\$ 178,500
Restroom Building - Rosie the Riveter and Marina Bay	\$ 4,000	\$ 305,000				\$ 309,000
Playground restorations citywide	\$ 1,060,765	\$ 339,235				\$ 1,400,000
K-9 Training Park	\$ 10,000	\$ 20,000				\$ 30,000
Hilltop Path Reconstruction	\$ 50,000					\$ 50,000
Park Lighting	\$ 165,000					\$ 165,000
Rose Garden	\$ 26,875	\$ 48,125				\$ 75,000
Clark Pond Nature Park & Equestrian Trailhead	\$ 11,000	\$ 1,589,000				\$ 1,600,000
Shields Reid, Soccer Lighting	\$ 500,000					\$ 500,000
Shield-Reid Park Renovations	\$ 528,000					\$ 528,000
Wendell Park Renovations	\$ 1,597,775					\$ 1,597,775
Solano Playlot	\$ 120,000					\$ 120,000
Pullman Neighborhood Park Additions	\$ 105,000	\$ 125,000				\$ 230,000
Fairmede Soccer Field	\$ 45,000	\$ 217,500				\$ 262,500
<b>Total - Unfunded Public Works Parks</b>	<b>\$ 7,655,415</b>	<b>\$ 3,474,980</b>	<b>\$ 407,620</b>	<b>\$ 132,000</b>	<b>\$ 11,670,015</b>	
<b>Public Works Equipment Services</b>						
Replace two existing 2000 gls Fuel Tanks	\$ 50,000					\$ 50,000
Men's Restroom Upgrade ADA	\$ 30,000	\$ 120,000				\$ 150,000
City Building Roof Upgrades		\$ 1,000,000				\$ 1,000,000
Corporation Yard Facility Relocate		\$ 10,000,000				\$ 10,000,000
<b>Total - Unfunded Public Works Equipment Services</b>	<b>\$ 80,000</b>	<b>\$ 1,120,000</b>	<b>\$ 10,000,000</b>	<b>\$ -</b>	<b>\$ 11,200,000</b>	

**City of Richmond**

**Capital Unfunded Request For FY 2011/12 to 2015/16**



<u>Project Name</u>	<u>FY2011-12</u>	<u>FY2012-13</u>	<u>FY2013-14</u>	<u>FY2014-15</u>	<u>FY2015-16</u>	<u>5 Year Total</u>
<b>Police Department</b>						
New Police Facility	\$ 80,000,000					\$ 80,000,000
<b>Total - Unfunded Police Department</b>	<b>\$ 80,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 80,000,000</b>
<b>Fire Department</b>						
Replace Station 66	\$ 4,000,000		\$ 265,000			\$ 4,265,000
Air Conditioning at Fire Training	\$ 40,000					\$ 40,000
Re-paving Fire Stations	\$ 70,000					\$ 70,000
Re-wiring	\$ 98,000					\$ 98,000
Gender Bathrooms	\$ 150,000					\$ 150,000
Re-roof Fire Stations	\$ 500,000					\$ 500,000
<b>Total - Unfunded Fire Department</b>	<b>\$ 4,858,000</b>	<b>\$ 265,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,123,000</b>
<b>Library Department</b>						
Main Library Restroom ADA Rehab	\$ 250,000		\$ 50,000			\$ 300,000
Community Room Furniture	\$ 30,000					\$ 30,000
Architectural Design of New Library			\$ 2,790,000			\$ 2,790,000
New Library			\$ 23,500,000			\$ 23,500,000
<b>Total - Unfunded Library Department</b>	<b>\$ 280,000</b>	<b>\$ 26,340,000</b>	<b>\$ 23,500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,120,000</b>
<b>Recreation Department</b>						
Refurbish Small Community Centers	\$ 205,000					\$ 205,000
Electronic Media Billboard	\$ 200,000					\$ 200,000
Heating Ventilation and Air Conditioning (HVAC) & Electrical Support	\$ 500,000					\$ 500,000
System Recreation Administration Building	\$ 2,000,000		\$ 2,000,000			\$ 4,000,000
Kennedy Swim Center - Roof, Electrical & HVAC	\$ 100,000		\$ 100,000			\$ 200,000
May Valley Community Center Upgrade	\$ 85,000					\$ 85,000
BTA Community Center Heater Replacement	\$ 25,000,000					\$ 25,000,000
Multi-Use Sports Facility	\$ 5,500,000		\$ 5,500,000			\$ 11,000,000
Field Turf Installation	\$ 250,000		\$ 1,250,000			\$ 1,500,000
Convention Center Lighting and Sound System Upgrade	\$ 15,000,000		\$ 15,000,000			\$ 30,000,000
Golf Activity Center	\$ 15,000,000		\$ 15,000,000			\$ 30,000,000



**City of Richmond  
Capital Unfunded Request For FY 2011/12 to 2015/16**

<u>Project Name</u>	<u>FY2011-12</u>	<u>FY2012-13</u>	<u>FY2013-14</u>	<u>FY2014-15</u>	<u>FY2015-16</u>	<u>5 Year Total</u>
Replace Windows at the Recreation Complex	\$ 65,000					\$ 65,000
Booker T. Anderson (BTA) Park, Rehabilitation of Baseball Field Lighting	\$ 500,000					\$ 500,000
Community Center Renovations/Repairs	\$ 40,000,000					\$ 40,000,000
<b>Total - Unfunded Recreation Department</b>	<b>\$ 89,405,000</b>	<b>\$ 23,850,000</b>	<b>\$ 20,500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 133,755,000</b>
<b>Employment &amp; Training Department</b>						
Starlight Building Civic Center Employment and Training	\$ 2,000,000					\$ 2,000,000
<b>Total - Unfunded Employment &amp; Training</b>	<b>\$ 2,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,000,000</b>
<b>Information Technology Department</b>						
Broadband Accessibility Project	\$ 500,000					\$ 500,000
<b>Total - Unfunded Information Technology Department</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500,000</b>
<b>City Attorney Department</b>						
Access Compliance	\$ 246,931	\$ 246,931	\$ 171,296	\$ 246,931	\$ 912,089	\$ 912,089
Mid-Block Barriers	\$ 560,618	\$ 560,618	\$ 560,618	\$ 560,618	\$ 1,681,855	\$ 1,681,855
Pedestrian Signals	\$ 3,880	\$ 3,880	\$ 3,880	\$ 3,880	\$ 15,520	\$ 15,520
<b>Total - Unfunded City Attorney Department</b>	<b>\$ 811,429</b>	<b>\$ 811,429</b>	<b>\$ 175,176</b>	<b>\$ 811,429</b>	<b>\$ 2,609,464</b>	<b>\$ 2,609,464</b>
<b>Total - Unfunded Request</b>	<b>\$ 209,908,844</b>	<b>\$ 59,461,409</b>	<b>\$ 58,129,518</b>	<b>\$ 4,343,429</b>	<b>\$ 331,843,201</b>	



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# Engineering Services Department-22



Miscellaneous Street Paving



Pt Richmond Retaining Walls



MLK Park Improvements

**Mission:** *To provide quality engineering services to the Public, Council, and other City departments to ensure that Richmond's infrastructure is being constructed, improved, and maintained at the highest level possible.*

## Overview

Engineering Services Department consists of Design, Construction, Traffic, Land Development, and Wastewater Divisions. The City has over 280 miles of streets, 130 traffic signals, 3,000 street lights, 230 miles of sanitary sewer main and over 300 miles of storm drain pipes which are all requiring annual maintenance.

## Design Division

A major function of Engineering is the design of public infrastructure which includes streets, bridges, parks, and public buildings. Most projects include a community engagement component where the projects are designed with public participation.

## Construction Division

After projects are designed, publicly bid, and constructed by private contractors, Engineering inspectors inspect the projects to ensure quality work is achieved. Staff also inspects new subdivision improvements and encroachment permits within the City's right-of-way.

## Traffic Division

Traffic Engineering Division handles all citizen service requests, including traffic safety concerns, speed hump requests, signage and striping upgrades, and parking control. The Division is responsible for traffic signal timing and coordination at City-owned traffic signals in addition to the coordination of signal operations at state-owned traffic signals. Traffic Engineering staff also provide traffic counts to prospective business and commercial developers.

## Land Development Division

This Division reviews the design of all work within the public right-of-way and streets proposed on new residential and commercial developments. Staff ensures land development plans conform to City standard details, specifications, policies, and practices as well as zoning and subdivision ordinances.

## Wastewater Division

This Division provides pre-treatment services and oversees the Veolia contract which manages the wastewater treatment and sanitary sewer and stormwater collections system.

# Engineering Services Department-22

## **Pavement Improvements**

The City is continuously studying new technology to maximize limited funds and better preserve the existing pavement infrastructure. Staff is exploring the option of using asphalt rubber as a pavement material. To add to the City's existing array of pavement preservation applications, staff will be utilizing several different pavement preservation techniques such as more extensive crack sealing, use of fog seals and pavement rejuvenators, and applying thicker, double applications of seal coats.

In this next fiscal year we will continue to rehabilitate pavement. We will also be applying preventative maintenance seal treatments to various streets in an effort to extend the service life of the pavement. Areas with significant ride-ability issues, such as large failed areas, potholes, and other safety concerns, will be addressed through localized spot rehabilitation. Response to customer complaints and other corrective maintenance requests will continue in order to keep streets in a safe, operable condition.

## **Pedestrian Access Improvements**

The annual sidewalk repair and curb ramp program will continue. This program eliminates tripping hazards created by the roots of City trees uplifting the sidewalk. This program has been implemented to reduce the number of trip and fall claims against the City. As part of the City's Americans with Disabilities Act (ADA) program, we will be preparing a Transition Plan that will outline the City's policy of installing curb ramps throughout the City. We will continue to meet the requests for curb ramps as funding permits. Two studies, the Sidewalk Gap Closure study and the Pedestrian Master Plan, will be conducted to better improve pedestrian access throughout the City.

## **Street Light Improvements**

In a recent survey rating City services, the City's street lighting system received some very low marks. Citizens completing the survey stated that the streets are too dark and that it is unsafe to walk around the City at night. Staff has already begun working with PG&E to design a new lighting system that would eliminate five areas in the City that still operate under the old series circuit system. This system functions like a string of old Christmas lights. If one light in the system goes out, the whole circuit goes out. This year, we will conduct a study to determine what are the needs and costs associated with the various street light improvements. Based on an objective analysis, each improvement will be prioritized with a preliminary cost estimate and programmed into multiple future fiscal years of the CIP program.

Energy costs to operate the existing street light system and the traffic signals continue to be a major concern. A recent analysis by City staff on new and more energy-efficient street lighting technologies concluded that there are emerging technologies on the horizon that could eventually reduce the ongoing costs for electricity. Staff has identified and implemented several pilot projects testing the use of energy-efficient Light Emitting Diodes (LED) technology for traffic signals and street lights with positive results.

## **Traffic Safety Improvements**

The Traffic Safety Program continues to successfully mitigate traffic impacts in neighborhoods by funding the most basic traffic mitigations such as traffic control signs and roadway markings. The Department will continue having an independent speed hump contract and also looking into the possibility of using traffic circles and bulb outs. This year, we will have an outreach component to the program and solicit from each neighborhood council their number one traffic safety concern. Based on an objective analysis, each concern will be prioritized with an appropriate solution and preliminary cost estimate and programmed into multiple future fiscal years of the CIP program.

## **Stormwater and Sanitary Sewer Improvements**

The capital program for stormwater and sanitary sewer is addressed as a distinct program in more detail in another section of this Capital Improvement Plan. This program is conducted by Veolia Water North America under a contract with the City and under the direction of the City Engineer.

## **Program Highlights**

# Engineering Services Department-22

## Americans with Disabilities Act (ADA)

Project Cost: \$557,748  
Funding Sources: Measure C  
Gas Tax

This program will eliminate trip and fall hazards and construct new curb ramps to the current codes which will reduce the City's liability exposure.

## Bay Trail Gap Closures (Cutting to Ferry Point Tunnel)

Project Cost: \$45,000  
Funding Sources: Engineering Grant

## Bay Trail from Kaiser Shipyard #3 to Ferry Point

Project Cost: \$100,000  
Funding Sources: Engineering Grant

## Carlson Boulevard Street Improvements, Phase II (Tehama to City Limits)

Project Cost: \$30,000  
Funding Sources: State Gas Tax  
Capital Outlay

This project includes pavement reconstruction with replacement of damaged concrete curbs, gutters and sidewalks. Drainage inlet modifications, landscaped medians, and ADA curb ramps will also be constructed. The roadway striping will be replaced to include a bike lane in both directions.

## Crosswalk Improvement

Project Cost: \$100,000  
Funding Sources: Measure C

## Cutting/Carlson Traffic Safety

Project Cost: \$419,125  
Funding Sources: State Gas Tax

This project will improve traffic and pedestrian safety by installing sidewalks, signage and lane markings.

## Dornan Drive Tunnel Repair and Rehabilitation

Project Cost: \$962,800  
Funding Sources: Capital Outlay  
Engineering Grants

# Engineering Services Department-22

The historical Dornan Drive tunnel's concrete liner has extensive spalling which affects the interior aesthetics of the tunnel and may be potentially affecting the integrity of the liner as a whole. This project shall resolve this issue using an innovative carbon fiber technique (first of its kind in the United States) and return the tunnel to a clean, repaired condition such that future spalling is mitigated to reduced levels, and spalled material is prevented from falling onto the roadway. The project will also improve the drainage around the tunnel, provide energy-efficient lighting system upgrades, paint the interior white and paint a mural on the southern entrance.

## Miscellaneous Street Paving

Project Cost: \$3,905,073  
Funding Sources: Gas Tax  
Capital Outlay  
Measure C  
State Highway

## Point Molate Building Stabilization

Project Cost: \$12,000  
Funding Sources: Capital Outlay

## Railroad Crossing Improvement Quiet Zones

Project Costs: \$200,000  
Funding Sources: Measure C  
Gas Tax

This fiscal year, the program will take a proactive approach to conduct a City-wide quiet zone study to identify all crossings, define criteria for quiet zones, estimate costs, and program quiet zone projects.

## Safe Route to Schools/Nystrom

Project Cost: \$755,000  
Funding Sources: Grant  
Measure C

## Safe Route to School (Student Safety Street)

Project Cost: \$438,055  
Funding Sources: Grant  
Capital Outlay

## Street Light Rehabilitation

Project Cost: \$400,000  
Funding Sources: Capital Outlay  
Measure C  
State Gas Tax

This project provides safer, brighter streets at lower energy costs. This project will replace deteriorated poles and bulbs and upgrade old lighting circuits. This year will include a study to prioritize and program

# Engineering Services Department-22

street light rehabilitation projects for future fiscal years and begin design to convert one area from series circuit system to parallel circuit system.

## Surface Drainage

Project Cost: \$375,000  
Funding Sources: State Gas Tax

## Traffic Safety Improvement Program

Project Costs: \$500,000  
Funding Sources: State Gas Tax  
Measure C  
Capital Outlay

This fiscal year, this program will take a proactive approach in identifying and prioritizing traffic safety issues. A study will be conducted with an outreach component to address each of the 41 neighborhood councils' number one traffic safety concern. The study will assess each community concern, develop a solution and preliminary cost estimate, define criteria to prioritize all 41 traffic safety projects, and program those projects into future fiscal years.

## Via Verdi Sink Hole Restoration

Project Cost: \$5,577,000  
Funding Sources: Capital Outlay  
Grant

## Wharf Street

Project Cost: \$130,000  
Funding Sources: Grant

# Engineering Services Department-22

## Success Indicators

CIP Project(s)	Performance Benchmarks	2011-12 1-yr Goal	2011-12 1 <sup>st</sup> Qtr. Target	2011-12 2 <sup>nd</sup> Qtr. Target	2011-12 3 <sup>rd</sup> Qtr. Target	2011-12 4 <sup>th</sup> Qtr. Target
<b>1.22.a: Americans With Disabilities Act (ADA)</b>	Design	100%	25%	50%	75%	100%
	Construction	100%	25%	50%	75%	100%
	Construction 10/11 SW	100%	100%	*	*	*
<b>1.22.b: Bay Trail Gap Closure Garrard (Cutting to Ferry Point Tunnel)</b>	Survey	100%	100%			
	Design	100%	*	100%	*	*
<b>1.22.c: Bay Trail from Kaiser Shipyard #3 to Ferry Point</b>	Design	100%	100%	*	*	*
	Bid Process	100%	*	90%	100%	*
	Construction	75%	*	*	10%	75%
<b>1.22.d: Carlson Boulevard Street Improvements, Phase II (Tehama to City Limits)</b>	Report and Follow-up	100%	100%	*	*	*
<b>1.22.e: Crosswalk Improvements</b>	Study	100%	25%	50%	75%	100%
	Equipment Installation	100%	25%	50%	75%	100%
	Construction	100%	25%	50%	75%	100%
<b>1.22.f: Cutting/Carlson Traffic Safety</b>	Bid Process	100%	100%	*	*	*
	Construction	100%	*	50%	100%	*
<b>1.22.g: Dornan Drive Tunnel Repairs</b>	CalTrans Authorization	100%	100%	*	*	*
	Bid Process	100%	*	100%	*	*
	Construction	100%	*	*	50%	100%
<b>1.22.h: Miscellaneous Street Paving</b>	Survey	100%	75%	100%	*	*
	Design	100%	50%	75%	100%	*
	Bid Process	100%	*	*	*	100%
	Construction	33%	*	*	*	33%

1. **Maintain and Enhance The Physical Environment**
2. **Promote a Safe and Secure Community**
3. **Promote Economic Vitality**
4. **Promote Sustainable Communities**
5. **Promote Effective Government**

 = Performance Benchmarks  
 = Work Completion Targets  
 \* = Work Completed

# Engineering Services Department-22

## Success Indicators

CIP Project(s)	Performance Benchmarks	2011-12 1-yr Goal	2011-12 1 <sup>st</sup> Qtr. Goal	2011-12 2 <sup>nd</sup> Qtr. Target	2011-12 3 <sup>rd</sup> Qtr. Target	2011-12 4 <sup>th</sup> Qtr. Target
<b>1.22.i: Point Molate Building Stabilization</b>						
	Construction	100%	95%	100%	*	*
<b>1.22.j: Railroad Crossing Improvement Quiet Zones</b>						
	Design	100%	25%	50%	75%	100%
	Construction	100%	25%	50%	75%	100%
	Ongoing	100%	25%	50%	75%	100%
<b>1.22.k: Safe Routes to School/ Nystrom</b>						
	Design	100%	*	25%	100%	*
	Bid Process	100%	*	*	*	100%
	Construction	25%	*	*	*	25%
<b>1.22.l: Safe Routes to School (Student Safety Street)</b>						
	Bid Process	100%	100%	*	*	*
	Construction	100%	*	50%	100%	*
<b>1.22.m: Street Light Rehabilitation</b>						
	Design (LED)	100%	100%	*	*	*
	Bid Process (LED)	100%	100%	*	*	*
	Construction (LED)	100%	*	90%	100%	*
	Design (Series)	100%	*	*	*	*
	Bid Process (Series)	100%	100%	*	*	*
	Construction (Series)	100%	*	50%	100%	*
<b>1.22.n: Surface Drainage</b>						
	Design	100%	50%	100%	*	*
	Bid Process	100%	*	*	100%	*
	Construction FY11/12	100%	*	*	*	100%
	Construction FY10/11	100%	100%	*	*	*
<b>1.22.p: Traffic Safety Improvements</b>						
	Study	100%	*	50%	100%	*
	Design for FY12/13	100%	*	25%	75%	100%
	Bid Process	100%	*	25%	100%	*
	Construction	50%	*	*	25%	75%

1. Maintain and Enhance The Physical Environment
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 = Performance Benchmarks  
 = Work Completion Targets  
 \* = Work Completed

# Engineering Services Department-22

## Success Indicators

CIP Project(s)	Performance Benchmarks	2011-12 1-yr Goal	2011-12 1 <sup>st</sup> Qtr. Goal	2011-12 2 <sup>nd</sup> Qtr. Target	2011-12 3 <sup>rd</sup> Qtr. Target	2011-12 4 <sup>th</sup> Qtr. Target
<b>1.22.p: Via Verde Sink Hole Restoration</b>						
	Design	100%	50%	75%	100%	*
	Bid Process	100%	*	*	*	100%
	Construction Management Contract	33%	*	*	*	33%
	Construction	33%	*	*	*	33%
<b>1.22.q: Warf Street</b>						
	CalTrans Authorization	100%	100%	*	*	*
	Bid Process	100%	*	100%	*	*
	Construction	100%	*	*	70%	100%

1. **Maintain and Enhance The Physical Environment**
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5. **Promote Effective Government**

= Performance Benchmarks  
 = Work Completion Targets  
 \* = Work Completed

# Engineering Department-22 CIP Overview

TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2010-11 Adopted	FY2010-11 Actual	FY2010-11 Encumbered	FY2010-11 Balance Remaining	FY2010-11 Carry- forward	FY2011-12 Adopted	FY2012-13 Proposed	FY2013-14 Proposed	FY2014-15 Proposed	FY2015-16 Proposed	5 Year Total
	3/31/2011	3/31/2011	3/31/2011	4/1/2011							
<b>SOURCES BY FUND</b>											
Grants - 1051											
Grants - 1054	5,763,318	2,211,019	1,252,915	2,299,384	6,632,522	6,652,522	2,670,000	2,670,000	2,670,000	2,670,000	6,652,522
Gas Tax - 1002	7,965,268	3,151,920	2,531,668	2,281,680	1,348,646	2,972,485	2,670,000	2,670,000	2,670,000	2,670,000	13,652,485
General Capital - 2001	3,516,348	1,596,169	957,449	962,730	663,041	1,922,345	730,000	730,000	330,000	330,000	4,042,345
Measure C/J - 2002	969,327	434,557	201,782	332,989	87,748	1,706,763	765,000	765,000	765,000	765,000	4,766,763
2001A Lease Bond - 2003	3,813,238	1,868,614	957,408	987,216	-	-	-	-	-	-	-
Transportation - Prop 1B - 2008	3,050,183	205,942	1,337,601	1,506,640	-	-	-	-	-	-	-
State Highway - 2009	2,037,582	675,642	77,298	1,284,642	-	1,371,394	-	-	-	-	1,371,394
<b>Sources Total</b>	<b>27,115,262</b>	<b>10,143,864</b>	<b>7,316,120</b>	<b>9,655,280</b>	<b>8,731,957</b>	<b>14,625,509</b>	<b>4,165,000</b>	<b>4,165,000</b>	<b>3,765,000</b>	<b>3,765,000</b>	<b>30,485,509</b>

**USES BY PROJECT**

ADA	100,000	225	-	99,775	87,748	557,748	470,000	470,000	470,000	470,000	2,437,748
BARRETT AVENUE PAVING	282,000	55,766	134,234	92,000	-	150,000	-	-	-	-	150,000
BAY TRAIL (KAISER TO SHIPYARD)	150,000	-	-	150,000	150,000	45,000	-	-	-	-	45,000
BAY TRAIL GAP CLOSURE	-	-	-	-	30,000	30,000	-	-	-	-	30,000
CARLSON BLVD.	3,999,553	1,016,386	2,952,384	30,783	30,000	-	-	-	-	-	-
CITY-WIDE PEDESTRIAN MASTER	177,186	112,650	50,607	13,929	-	-	-	-	-	-	-
CROSSWALK IMPROVEMENTS	100,000	3,998	-	96,003	-	100,000	100,000	100,000	100,000	100,000	500,000
CUTTING CARLSON TRAFFIC SIGN	440,000	1,150	20,000	418,850	419,125	419,125	-	-	-	-	419,125
DORNAN TUNNEL	1,107,801	-	-	1,107,801	962,800	962,800	-	-	-	-	962,800
GAP CLOSURES IN SIDEWALKS	120,000	443	12,252	107,305	-	-	-	-	-	-	-
GREENWAY PHASES	71,277	37,581	10,530	23,166	-	-	-	-	-	-	-
GREENWAY OHLONE GAP	87,738	67,738	-	20,000	-	-	-	-	-	-	-
GREENPRINT	-	-	-	-	-	-	-	-	-	-	-
MEMBERSHIP & DUES	145,000	131,730	-	13,270	-	140,000	140,000	140,000	140,000	140,000	700,000
MISCELLANEOUS IMPROVEMENTS	150,000	114,262	35,738	-	-	-	-	-	-	-	-
MISCELLANEOUS SIDEWALK REPAIR	250,000	93,819	-	156,181	-	-	-	-	-	-	-
MLK CENTER DEMO	571,824	285,391	157,725	128,708	128,708	128,708	-	-	-	-	128,708
MLK CENTER IMPROVEMENTS	2,452,836	1,466,711	344,005	642,120	-	-	-	-	-	-	-
PT. MOLATE BAY TRAIL	255,175	55,175	-	200,000	12,000	(200,000)	-	-	-	-	(200,000)
PT. MOLATE BUILDING STABILIZATION	587,835	-	538,835	49,000	-	12,000	-	-	-	-	12,000
PT. RICHMOND RETAINING WALLS	186,902	186,514	388	0	-	-	-	-	-	-	-
QUIET ZONES RAILROAD CROSSING	200,000	-	-	200,000	-	200,000	200,000	200,000	200,000	200,000	1,000,000
RICHMOND PLUNGE	358,227	3,698	339,021	15,508	-	-	-	-	-	-	-
SAFE ROUTE TO SCHOOL/NYSTR	477,000	-	-	477,000	477,000	755,000	-	-	-	-	755,000
SAFE ROUTE TO SCHOOL/STUDENT	475,901	-	18,275	457,626	438,055	438,055	-	-	-	-	438,055
STREET LIGHTING REHAB	1,267,494	658,038	410,305	199,151	-	400,000	400,000	400,000	400,000	400,000	1,200,000
STREET PAVING	10,643,917	4,003,306	2,220,057	4,420,555	5,49,521	3,905,073	2,000,000	2,000,000	2,000,000	2,000,000	11,905,073
SURFACE DRAINAGE	200,000	-	14,382	185,618	175,000	375,000	200,000	200,000	200,000	200,000	1,175,000
TRAFFIC SAFETY IMPROVEMENTS	408,868	176,719	26,020	206,129	175,000	500,000	325,000	325,000	325,000	325,000	1,800,000
VIA VERDI SIN KHOLE	1,696,854	1,672,564	31,362	(7,072)	4,997,000	5,577,000	330,000	330,000	330,000	330,000	6,897,000
WHARF ST. QUIET ZONE	151,875	-	-	151,875	130,000	130,000	-	-	-	-	130,000

## Engineering Department-22 CIP Overview

TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2010-11 Adopted	FY2010-11 Actual	FY2010-11 Encumbered	FY2010-11 Balance Remaining	FY2010-11 Carry- forward	FY2011-12 Adopted	FY2012-13 Proposed	FY2013-14 Proposed	FY2014-15 Proposed	FY2015-16 Proposed	5 Year Total
	3/31/2011	3/31/2011	3/31/2011	4/1/2011							
<b>USES-BY PROJECT TOTAL</b>	<b>27,115,262</b>	<b>10,143,864</b>	<b>7,316,120</b>	<b>9,655,280</b>	<b>8,731,957</b>	<b>14,625,509</b>	<b>4,165,000</b>	<b>4,165,000</b>	<b>3,765,000</b>	<b>3,765,000</b>	<b>30,485,509</b>
Grants - 1051	0										
Grants - 1054	5,763,318	2,211,019	1,252,915	2,299,384	6,632,522	6,652,522	2,670,000	2,670,000	2,670,000	2,670,000	6,652,522
Gas Tax - 1002	7,965,268	3,151,920	2,531,668	2,281,680	1,348,646	2,972,485	2,670,000	2,670,000	2,670,000	2,670,000	13,652,485
General Capital - 2001	3,516,348	1,596,169	957,449	962,730	663,041	1,922,345	730,000	730,000	330,000	330,000	4,042,345
Measure C/J - 2002	969,327	434,557	201,782	332,989	87,748	1,706,763	765,000	765,000	765,000	765,000	4,766,763
2001A Lease Bond - 2003	3,813,238	1,868,614	957,408	987,216							
Transportation - Prop 1B - 2008	3,050,183	205,942	1,337,601	1,506,640							
State Highway - 2009	2,037,582	675,642	77,298	1,284,642		1,371,394					1,371,394
<b>USES BY ORG CODE</b>											
<b>TOTAL CIP BUDGET</b>	<b>27,115,262</b>	<b>10,143,864</b>	<b>7,316,120</b>	<b>9,655,280</b>	<b>8,731,957</b>	<b>14,625,509</b>	<b>4,165,000</b>	<b>4,165,000</b>	<b>3,765,000</b>	<b>3,765,000</b>	<b>30,485,509</b>

## FY2011-12 CIP Budget

# Richmond

## 2011/12-2015/16 Capital Improvement Program

### Project Description Report

Project Name:	Americans with Disabilities Act (ADA) Right-of-Way Program (Annual)
Project Manager:	Geline Rabaino
Department Responsible:	Engineering
Project Description:	<p>This annual program is dedicated to complying with Americans with Disabilities Act (ADA) within the street right-of-way through:</p> <ul style="list-style-type: none"> <li>• Curb Ramp Upgrades (\$100K): Upgrade or install reported curb ramp deficiencies. Two thirds of this program is dedicated to requests from the public, with the remaining one third is dedicated to the priority one curb ramps listed in the ADA Transition Plan.</li> <li>• Damaged Sidewalks (\$250K): Repair reported sidewalk, curb, gutter, and adjacent pavement damaged by the roots of City-owned trees.</li> <li>• Sidewalk Gaps (\$120K): Install missing sidewalk and associated curb, gutter, driveway, and adjacent pavement to eliminate pedestrian access barriers.</li> </ul> <p>Project ID: 01C04            Project Location: Various locations            Estimated Operation and Maintenance Cost: \$0            Design (Staff): \$40,000            Construction: \$447,748            Construction Management: \$20,000            Inspection: \$25,000            Contingency: \$25,000            Estimated Start Date: 07/01/2010            Estimated Completion Date: 06/30/2011</p>
Justification:	The 1990 Americans with Disabilities Act (ADA) requires public agencies to identify, plan, and modify barriers of access to the disabled. A regular curb ramp upgrade program is required to ensure public safety and reduce liability exposure. By maintaining and enhancing the physical environment, and promoting a safe and secure community, this project helps fulfill item 1.8.c of the 2008-2013 5-year Strategic Business Plan.
Total Estimated Cost:	\$2,437,748



## Project Description Report

Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
<b>Source Of Funding</b>						
<b>Fund No</b>	<b>Fund Name</b>	<b>FY2011-12</b>	<b>FY2012-13</b>	<b>FY2013-14</b>	<b>FY2014-15</b>	<b>FY2015-16</b>
2002	Measure C/J	\$187,748	\$0	\$0	\$0	\$0
1002	State Gas Tax	\$370,000	\$470,000	\$470,000	\$470,000	\$470,000

**Richmond**  
2011/12-2015/16 Capital Improvement Program

**Project Description Report**

Project Name:	Bay Trail from Kaiser Shipyard #3 to Ferry Point	
Project Manager:	Joel Camacho	
Department Responsible:	Engineering	
Project Description:	<p>Design and construct Class I bicycle trail at bay shore from Kaiser Shipyard #3 to Seaclyff Drive and adjacent to Brickyard Cove Road from Mallard Drive to Dorman Drive. Project scope includes construction of raised embankment with segmental retaining wall and handrails, hot mix asphalt trail with decomposed granite shoulders, striping of crosswalk and pavement delineation.</p> <p>A carry forward of the grant awards are needed to finalize the construction documents and construct the project.</p> <p>Project ID: 01D14                      Project Location: Kaiser Shipyard No. 3 to Ferry Point                      Estimated Operation and Maintenance Cost: \$0                      Design (Staff): \$15,000                      Construction: \$67,000                      Inspection (Staff): \$17,000                      Construction Management (Staff): \$17,000                      Contingency: \$34,000                      Estimated Start Date: 01/02/2010                      Estimated Completion Date: 09/30/2012</p>	
Justification:	This project will provide both pedestrians and bicyclists a 1/3-mile, Class 1 shoreline trail as a short, scenic alternative to a two-mile Bay Trail route inland along an industrial street requiring a 120 foot climb over a hill.	
Total Estimated Cost:	\$150,000	



Source Of Funding			
Fund No	Fund Name	FY2011-12	FY2012-13
		FY2013-14	FY2014-15
			FY2015-16

## Project Description Report

Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
1054	Engineering Grants	\$150,000	\$0	\$0	\$0	\$0

# Richmond

## 2011/12-2015/16 Capital Improvement Program

### Project Description Report

<b>Project Name:</b>	Bay Trail Gap Closure: Garrard (Cutting to Ferry Point Tunnel) (Design)	
<b>Project Manager:</b>	Joel Camacho	
<b>Department Responsible:</b>	Engineering	
<b>Project Description:</b>	<p>This project will produce a construction bid package with plans and specifications for closure of the Bay Trail gap with pedestrian and bicycle improvements along Garrard Boulevard between Cutting Boulevard and the Ferry Point Tunnel.</p> <p>A \$20K ABAG grant was awarded with a \$20K local match requirement through the ADA Right-of-Way Program. TRAC will be providing an additional \$5K through a sub-recipient agreement.</p> <p>Project ID: 01G14  Project Location: Garrard, Cutting to Ferry Point Tunnel  Estimated Operation and Maintenance Cost: \$0  Survey: \$12,000  Design (Staff): \$8,000  Estimated Start Date: 07/01/2011  Estimated Completion Date: 12/30/2011</p>	
<b>Justification:</b>	This project is needed to close a Bay Trail gap.	
<b>Total Estimated Cost:</b>	\$45,000	



Source Of Funding			
Fund No	Fund Name	FY2011-12	FY2012-13
			FY2013-14
			FY2014-15
			FY2015-16
1054	Engineering Grants	\$20,000	\$0
		\$0	\$0

## Project Description Report

Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
2001	General Capital Fund	\$25,000	\$0	\$0	\$0	\$0

# Richmond

## 2011/12-2015/16 Capital Improvement Program

### Project Description Report

<b>Project Name:</b>	Carlson Blvd. Improvements	
<b>Project Manager:</b>	Jim Bissell	
<b>Department Responsible:</b>	Engineering	
<b>Project Description:</b>	<p>This project includes pavement reconstruction with replacement of damaged concrete curb, gutter and sidewalk. Drainage inlet modifications, landscaped median, and ADA curb ramps will also be constructed. The roadway striping will be replaced to include a bike lane in both directions.</p> <p>Design was completed in FY08/09. Construction started FY10/11. A carry forward amount of \$30K is needed to close-out the project to comply with federal funding requirements.</p> <p>Project ID: 01B05                  Project Location: Carlson Blvd., Tehama Avenue South to City limits.                  Construction Management: \$30,000                  Estimated Start Date: 04/24/2009                  Estimated Completion Date: 09/30/2011</p>	
<b>Justification:</b>	The project is needed to repair a deteriorated infrastructure asset. This segment of Carlson Blvd. connects the recently completed improvements from Phase I in Richmond, the improved section in El Cerrito, and Greenway to the Ohlone Greenway. The project will improve the roadway pavement to a PCI of 100 and minimize routine maintenance. AARA Economic Stimulus funding will be lost if project is not fully funded.	
<b>Total Estimated Cost:</b>	\$30,000	



Source Of Funding			
Fund No	Fund Name	FY2011-12	FY2012-13
			FY2013-14
			FY2014-15
			FY2015-16
1002	State Gas Tax	\$30,000	\$0
			\$0

# Richmond

## 2011/12-2015/16 Capital Improvement Program

### Project Description Report

<b>Project Name:</b>	Crosswalk Improvements Program (Annual)
<b>Project Manager:</b>	Steven Tam
<b>Department Responsible:</b>	Engineering
<b>Project Description:</b>	<p>This project is intended to increase pedestrian safety by making pedestrian crosswalks more visible to motorists, especially at night and when it is raining. Typical crosswalk marking improvements may include repainting parallel line crosswalks as zebra crosswalks and outlining the edges of architecturally treated crosswalks. Typical signage improvements may include the installation of retro-reflective sign panels or LED flashing signs. As problem crosswalks are identified, City staff will evaluate the crossing and determine the most appropriate enhancements to be installed. While most of recommended crosswalk improvements like signing and striping can be completed by Public Works, a reserve budget for other crosswalk improvements is established for equipment and installation purchases.</p> <p>Project ID: O1B02            Project Location: Various locations            Estimated Operation and Maintenance Cost: \$0            Equipment: \$35,000            Studies (Staff): \$65,000            Estimated Start Date: 07/01/2011            Estimated Completion Date: 06/30/2012</p>
<b>Justification:</b>	The goal of this project is to make walking and biking around the City safer and reduce the number of vehicle/pedestrian accidents that occur each year. Requests are generated by City Council and/or City residents and businesses.
<b>Total Estimated Cost:</b>	\$500,000



Source Of Funding			
Fund No	Fund Name	FY2011-12	FY2012-13
		\$100,000	\$100,000
2002	Measure C/J		\$100,000
			\$100,000
			\$100,000

# Richmond

## 2011/12-2015/16 Capital Improvement Program

### Project Description Report

<b>Project Name:</b>	Cutting/Carlson Traffic Signal Safety Improvements	
<b>Project Manager:</b>	Melissa Tigbao	
<b>Department Responsible:</b>	Engineering	
<b>Project Description:</b>	<p>This project involves the installation of an additional traffic signal pole, concrete median extension, roadway striping, and construction of new sidewalk. The new configuration will be coordinated with the railroad signal and traffic signals at other intersections on Cutting Blvd. Cutting Blvd. is a bicycle route as adopted in the Bicycle Master Plan.</p> <p>Design of project is complete. This CIP is intended to go out-to-bid and construct the project. A carry forward of \$419,125 is required to complete the project.</p> <p>Project ID: 01B02          Project Location: Cutting Blvd. and Carlson Blvd.          Estimated Operation and Maintenance Cost: \$0          Construction: \$340,000          Inspection (Staff): \$20,000          Construction Management (Staff): \$20,000          Contingency: \$39,125          Estimated Start Date: 07/01/2011          Estimated Completion Date: 03/31/2012</p>	
<b>Justification:</b>	The project is needed to increase the safety and level of service of vehicular, bicycle and pedestrian traffic at this busy intersection. The project will help provide a safe community. The project will increase public safety and decrease traffic delays.	
<b>Total Estimated Cost:</b>	\$419,125	



Source Of Funding			
Fund No	Fund Name	FY2011-12	FY2012-13
			FY2013-14
			FY2014-15
			FY2015-16
1002	State Gas Tax	\$419,125	\$0
		\$0	\$0
		\$0	\$0

**Richmond**  
**2011/12-2015/16 Capital Improvement Program**

**Project Description Report**

Project Name:	Dornan Drive Tunnel Repair and Rehabilitation
Project Manager:	Melissa Tigbao
Department Responsible:	Engineering
Project Description:	<p>Renovation of a deteriorating historic structure that provides direct access for vehicle, bicycle and pedestrian traffic between the Point Richmond neighborhood and the shoreline as part of the Bay Trail. The work involves the cleaning, repairing and application of an innovative carbon fiber technology to seal the existing concrete tunnel liner. The project will also improve the drainage around the tunnel, provide energy-efficient lighting system upgrades, paint the interior white and paint a mural on the southern entrance.</p> <p>A carry forward grant amount of \$469,800 and local match of \$493,000 is needed to complete the construction phase of the project.</p> <p>Project ID: 01A13; 21B13  Project Location: Dornan Dr. Tunnel  Estimated Operation and Maintenance Cost: \$0  Design Administration (Staff): \$33,000  Construction: \$775,000  Construction Management (Staff): \$40,000  Inspection (Staff): \$40,000  Contingency: \$74,800  Estimated Start Date: 03/23/2009  Estimated Completion Date: 07/31/2012</p>
Justification:	<p>The tunnel is damaged and needs repair. The project will minimize future maintenance costs and improve public safety. The project will enhance the physical environment, minimize future maintenance and improve public safety. The project will reduce maintenance expenditures, electricity costs, and encourage public use of the Bay Trail for transportation and recreation. If this project is not funded, the City will lose allocated grant funding.</p>
Total Estimated Cost:	\$962,800



## Project Description Report

Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
<b>Source Of Funding</b>						
<b>Fund No</b>	<b>Fund Name</b>	<b>FY2011-12</b>	<b>FY2012-13</b>	<b>FY2013-14</b>	<b>FY2014-15</b>	<b>FY2015-16</b>
1054	Engineering Grants	\$469,800	\$0	\$0	\$0	\$0
2001	General Capital Fund	\$493,000	\$0	\$0	\$0	\$0

# Richmond

## 2011/12-2015/16 Capital Improvement Program

### Project Description Report

<b>Project Name:</b>	Martin Luther King (MLK) Center Demolition	
<b>Project Manager:</b>	Jim Bissell	
<b>Department Responsible:</b>	Engineering	
<b>Project Description:</b>	<p>Building demolition is to include accessory structures, foundations, foundation slabs platforms, ramps, steps, fences, exterior benches, planters, floors, asphalt, exterior concrete slab, parking lights, guard rails and posts and walkways up to back of sidewalk; capping or terminating of utility services and sewer lines in accordance with Utility and Building Code Requirements.</p> <p>A carry forward Building Insurance funds are needed to finalize the demolition, re-use of this site and preparation of preliminary planning and design documents for the project.</p> <p>Project ID: 01015            Project Location: 360 Harbour Way South            Estimated Operation and Maintenance Cost: \$0            Design: \$128,708            Estimated Start Date: 06/14/2010            Estimated Completion Date: 11/30/2012</p>	
<b>Justification:</b>	The building design and budget projections will place the City ahead when the time comes to build the new Community Center.	
<b>Total Estimated Cost:</b>	\$128,708	



Source Of Funding						
Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
2001	General Capital Fund	\$128,708	\$0	\$0	\$0	\$0

# Richmond

## 2011/12-2015/16 Capital Improvement Program

### Project Description Report

<b>Project Name:</b>	Pavement Rehabilitation Project (Annual)	
<b>Project Manager:</b>	Tawfic Halaby	
<b>Department Responsible:</b>	Engineering	
<b>Project Description:</b>	<p>This project includes pavement reconstruction, spot repair, overlay, crack seal and slurry seal. Damaged curb and gutter will be replaced and new curb ramps will be installed. The roadway striping will be also be replaced to existing conditions.</p> <p>The basis of street selection will begin with the recommendations of the Pavement Management Program. During design, deflection testing and coring will determine exact pavement treatment for both Engineering's and Maintenance's pavement programs. Based on budget, a refined final selection of streets will be determined for construction.</p> <p>Project ID: 01A05            Project Location: Various locations            Planning and Design (Staff): \$225,000            Material Testing: \$50,000            Construction: \$3,000,000            Construction Management (Staff): \$125,000            Inspection (Staff): \$175,000            Contingency: \$330,073            Estimated Start Date: 07/01/2011            Estimated Completion Date: 06/30/2012</p>	
<b>Justification:</b>	<p>The project is needed to repair deteriorated infrastructure assets and as preventative maintenance. The project will improve the roadway PCI and reduce routine maintenance. The project will increase drivability and safety for pedestrians, bicyclists, and vehicular traffic. If this project is not funded, the City's surface transportation infrastructure assets will continue to deteriorate with increasing maintenance costs. Pedestrian, bicycle, and vehicular safety will be compromised.</p>	
<b>Total Estimated Cost:</b>	\$27,905,073	



Source Of Funding			
<b>Fund No</b>	<b>Fund Name</b>	<b>FY2011-12</b>	<b>FY2012-13</b>
		FY2013-14	FY2014-15
			FY2015-16

## Project Description Report

Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
2001	General Capital Fund	\$254,304	\$0	\$0	\$0	\$0
2002	Measure C/J	\$476,015	\$0	\$0	\$0	\$0
1002	State Gas Tax	\$1,803,360	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000
2009	State Highway	\$1,371,394	\$0	\$0	\$0	\$0
UNF	Unfunded	\$0	\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000

**Richmond**  
**2011/12-2015/16 Capital Improvement Program**

**Project Description Report**

Project Name:	Point Molate Winehaven Historical Buildings Stabilization	
Project Manager:	Joel Camacho	
Department Responsible:	Engineering	
Project Description:	<p>Structural stabilization of dangerous and unsafe conditions at buildings 1, 6, 10, 13 and 63 at the Winehaven National Register Historic District at Point Molate. Remove collapsed roofs, structures and insulations; shore distressed portions of roof supporting structures; brace inadequately supported walls, columns and raised floors; band displaced sections of turrets; remove moisture saturated or damaged portions of gypsum boards and insulations from roofs/ceilings.</p> <p>Work is limited to north section and turrets at Building 1, center and north sections at Building 6, north wall at building 10, north and west walls and roof at building 13 and north section at building 63.</p> <p>A carry forward amount of \$12,000 is needed to complete managing the construction of the project.</p> <p>Project ID: 01F14  Project Location: Tip of Point San Pablo Peninsula  Estimated Operation and Maintenance Cost: \$0  Construction Management (Staff): \$6,000  Inspection (Staff): \$6,000  Estimated Start Date: 08/01/2010  Estimated Completion Date: 09/15/2011</p>	
Justification:	Certain buildings or portions of buildings at the Winehaven Historic District are dangerously deteriorated and collapsing. Averting additional collapse is required to prevent further loss and costly restoration of the district's historical buildings.	
Total Estimated Cost:	\$12,000	

## Project Description Report

Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
Source Of Funding						
Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
2001	General Capital Fund	\$12,000	\$0	\$0	\$0	\$0

# Richmond

## 2011/12-2015/16 Capital Improvement Program

### Project Description Report

<b>Project Name:</b>	Quiet Zones Railroad Crossing Improvements Program (Annual)	
<b>Project Manager:</b>	Steven Tam	
<b>Department Responsible:</b>	Engineering	
<b>Project Description:</b>	<p>This project is intended to analyze noise and safety concerns and construct the appropriate improvements at railroad crossings throughout the City so that these locations can move towards qualifying as quiet zones. Work will be done as noise and safety issues are identified in the field. Design and construction management will be conducted by City staff and in cooperation with the various railroad companies.</p> <p>Project ID: 01A12            Project Location: Various locations            Estimated Operation and Maintenance Cost: \$0            Design (Staff): \$20,000            Construction: \$150,000            Inspection (Staff): \$15,000            Construction Management (Staff): \$15,000            Estimated Start Date: 07/01/2011            Estimated Completion Date: 06/30/2012</p>	
<b>Justification:</b>	This project ensures resident health, welfare and pedestrian and vehicular safety within the City is maintained at all times in the vicinity of at-grade rail crossings environment and promoting a safe and secure community. Requests are generated by City Council and/or City residents and businesses.	
<b>Total Estimated Cost:</b>	\$1,000,000	



Source Of Funding			
Fund No	Fund Name	FY2011-12	FY2012-13
			FY2013-14
			FY2014-15
			FY2015-16
2002	Measure C/J	\$200,000	\$200,000
		\$200,000	\$200,000

**Richmond**  
**2011/12-2015/16 Capital Improvement Program**  
**Project Description Report**

Project Name:	Safe Routes to School, Cycle I (Ford, Grant, King, and Lincoln)	
Project Manager:	Joel Camacho	
Department Responsible:	Engineering	
Project Description:	<p>This project will improve street safety for children walking and biking to Ford, Grant, King, and Lincoln Elementary Schools. The infrastructure improvements include replacing and upgrading deteriorated crosswalk markings and pavement legends, installing curb ramps, pedestrian refuge medians, and installing eight in-road lighted crosswalks. Design and construction management will be performed by City staff.</p> <p>A Department of Transportation Safe Routes to School Grant partially funds this project.</p> <p>A carry forward of the grant amount of \$408,722 and local match of \$29,333 is needed to complete the construction phase of the project.</p> <p>Project ID: 21A02 and 0CC02  Project Location: Various locations  Estimated Operation and Maintenance Cost: \$0  Construction: \$360,555  Inspection (Staff): \$20,000  Construction Management (Staff): \$20,000  Before and After Evaluation (Staff): \$1,500  Contingency: \$36,000  Estimated Start Date: 07/01/2010  Estimated Completion Date: 03/31/2012</p>	
Justification:	The goal of this project is to make walking and biking to school safer for the students who attend Ford, Grant, King, and Lincoln Elementary Schools and remove the barriers to access for the pedestrians and the disabled who travel to and from the school. This project helps fulfill item 1.3.c of the 2008-2013 5-Year Strategic Business Plan.	
Total Estimated Cost:	\$438,055	

## Project Description Report

Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
<b>Source Of Funding</b>						
<b>Fund No</b>	<b>Fund Name</b>	<b>FY2011-12</b>	<b>FY2012-13</b>	<b>FY2013-14</b>	<b>FY2014-15</b>	<b>FY2015-16</b>
1054	Engineering Grants	\$408,722	\$0	\$0	\$0	\$0
2001	General Capital Fund	\$29,333	\$0	\$0	\$0	\$0

# Richmond

## 2011/12-2015/16 Capital Improvement Program

### Project Description Report

Project Name:	Safe Routes to School, Cycle 2 (Nystrom, Coronado, Highland, Washington, and Wilson)	
Project Manager:	Joel Camacho	
Department Responsible:	Engineering	
Project Description:	<p>This project will improve street safety for children walking and biking to Nystrom, Coronado, Highland, Washington, and Wilson Elementary Schools. The infrastructure improvements will construct raised medians, sidewalks, and bicycle paths; install in-pavement crosswalk lights and pavement markings; and conduct education and enforcement outreach programs. The design and construction management work for this project will be performed by City staff.</p> <p>A Department of Transportation Safe Routes to School Grant of \$477K partially funds this project and is being carried forward. Additional local funding of \$278K is required to complete the defined grant scope-of-work.</p> <p>Project ID: 21B02 and 0CC02  Project Location: Various locations  Estimated Operation and Maintenance Cost: \$0  Design (Staff): \$50,000  Construction: \$567,000  Inspection (Staff): \$20,000  Construction Management (Staff): \$55,000  Contingency: \$63,000  Estimated Start Date: 01/03/2011  Estimated Completion Date: 12/31/2012</p>	
Justification:	The goal of this project is to make walking and biking to school safer for the 636 students who attend Nystrom, Coronado, Highland, Washington, and Wilson Elementary Schools and remove the barriers to access for the pedestrians and the disabled who travel to and from the school. This project helps fulfill item 1.3.c of the 2008-2013 5-Year Strategic Business Plan.	
Total Estimated Cost:	\$755,000	



## Project Description Report

Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
<b>Source Of Funding</b>						
<b>Fund No</b>	<b>Fund Name</b>	<b>FY2011-12</b>	<b>FY2012-13</b>	<b>FY2013-14</b>	<b>FY2014-15</b>	<b>FY2015-16</b>
1054	Engineering Grants	\$477,000	\$0	\$0	\$0	\$0
2002	Measure C/J	\$278,000	\$0	\$0	\$0	\$0

# Project Description Report

Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
<p><b>Project Name:</b> Street Light Rehabilitation Program (Annual)</p>						
<p><b>Project Manager:</b> Joel Camacho</p>						
<p><b>Department Responsible:</b> Engineering</p>						
<p><b>Project Description:</b></p> <p>A Street Light Master Plan was conducted in FY09/10 to identify, scope, and prioritize various street light capital improvement projects based on the program's annual funding allotment. Each fiscal year will focus on delivering those capital improvement projects in its assessed priority order. Sample types of projects include the following:</p> <ul style="list-style-type: none"> <li>• Replace four (4) areas of series lighting;</li> <li>• Install energy-efficient pedestrian-level streetlights in high-crime areas;</li> <li>• Replace all City-owned streetlights with LED lights to increase lighting levels and reduce energy usage;</li> <li>• Replace all City-owned deteriorating streetlight poles; and</li> <li>• Wire theft prevention projects.</li> </ul> <p>This current fiscal year's annual allotment of funding will be applied to the priority project identified by the FY09/10 Street Light Master Plan and include the following:</p> <ul style="list-style-type: none"> <li>• May Valley and Parkview Series Streetlight Conversion</li> <li>• LED Replacement (Cutting, San Pablo, MacDonald, and Richmond Parkway)</li> </ul> <p>Local funding of \$400K is needed for the May Valley and Parkview project. A credit of \$100K for LED streetlights for the Series Streetlight project will be provided by Omega Pacific.</p> <p>Project ID: 01A06            Project Location: Various locations            Design: \$10,000            Construction: \$69,000            Construction Management (Staff): \$85,000            Inspection (Staff): \$85,000            PG &amp; E Fees: \$30,000            Contingency: \$121,000            Estimated Start Date: 07/01/2011            Estimated Completion Date: 06/30/2012</p>						
						

## Project Description Report

Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
Justification:		The project is needed to address the streetlight infrastructure needs. Obsolete "series" circuits no longer have certain replacement parts available. Pedestrian-level street lighting will provide increased lighting in Police identified high-crime areas. LED lights will be uniformly brighter than existing lighting standards, use less energy, and save on electric bills.				
Total Estimated Cost:		\$2,252,278				
<b>Source Of Funding</b>						
Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
2001	General Capital Fund	\$400,000	\$500,000	\$500,000	\$352,278	\$500,000

# Richmond

## 2011/12-2015/16 Capital Improvement Program

### Project Description Report

Project Name:	Surface Drainage																
Project Manager:	Geline Rabaino																
Department Responsible:	Engineering																
Project Description:	<p>This project is intended to address various types of surface drainage issues, including but not limited to, the following:</p> <ul style="list-style-type: none"> <li>• Repair damaged curb and gutter causing ponding;</li> <li>• Reduce isolated flooding areas; and</li> <li>• Stop ground water seepage.</li> </ul> <p>Surface drainage issues will be identified and prioritized. Appropriate improvements will be completed based on the annual allotted construction budget.</p> <p>A carry forward amount of \$175,000 is needed for the FY10/11 Surface Drainage Improvement construction contract.</p> <table border="0"> <tr> <td>Project ID:</td> <td>01C09</td> </tr> <tr> <td>Project Location:</td> <td>Various locations</td> </tr> <tr> <td>Survey:</td> <td>\$5,000</td> </tr> <tr> <td>Design (Staff):</td> <td>\$15,000</td> </tr> <tr> <td>Construction:</td> <td>\$325,000</td> </tr> <tr> <td>Inspection (Staff):</td> <td>\$7,500</td> </tr> <tr> <td>Construction Management (Staff)</td> <td>\$7,500</td> </tr> <tr> <td>Contingency:</td> <td>\$15,000</td> </tr> </table>		Project ID:	01C09	Project Location:	Various locations	Survey:	\$5,000	Design (Staff):	\$15,000	Construction:	\$325,000	Inspection (Staff):	\$7,500	Construction Management (Staff)	\$7,500	Contingency:
Project ID:	01C09																
Project Location:	Various locations																
Survey:	\$5,000																
Design (Staff):	\$15,000																
Construction:	\$325,000																
Inspection (Staff):	\$7,500																
Construction Management (Staff)	\$7,500																
Contingency:	\$15,000																
Justification:	Surface drainage issues may lead to premature pavement deterioration, potential slipping surfaces due to organic growth on sidewalks/curb and gutter, and damage to private property.																
Total Estimated Cost:	\$1,175,000																

## Project Description Report

Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
Source Of Funding						
Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
1002	State Gas Tax	\$375,000	\$200,000	\$200,000	\$200,000	\$200,000

**Richmond**  
**2011/12-2015/16 Capital Improvement Program**  
**Project Description Report**

Project Name:	Traffic Safety Improvements Program (Annual)	
Project Manager:	Steven Tam	
Department Responsible:	Engineering	
Project Description:	<p>This project is intended to complete various traffic safety improvements in the priority designated by an annually conducted traffic safety study. Traffic safety concerns submitted through the traffic safety study are objectively analyzed and scored. Appropriate proposed traffic safety improvements are identified, including their capital costs. Each fiscal year, minor traffic safety improvements will be completed based on the annual construction budget allotment of this CIP. Major traffic safety improvements will be developed as separate CIP projects. Furthermore, the program has budgeted \$25K for annual speed surveys to serve RPD.</p> <p>A carry forward amount of \$175,000 is needed for the FY10/11 Traffic Safety Improvement construction contract.</p> <p>Studies: \$45,000  Design (Staff): \$20,000  Construction: \$325,000  Inspection (Staff): \$10,000  Construction Management (Staff): \$10,000  Speed Survey: \$20,000  Contingency: \$20,000  Estimated Start Date: 07/01/2011  Estimated Completion Date: 06/30/2012</p>	
Justification:	This project ensures that the traffic flow and traffic safety within the City is maintained at all times, by maintaining and enhancing the physical environment, and promoting a safe and secure community. Requests are generated by City Council and/or City residents and businesses.	
Total Estimated Cost:	\$1,800,000	

## Project Description Report

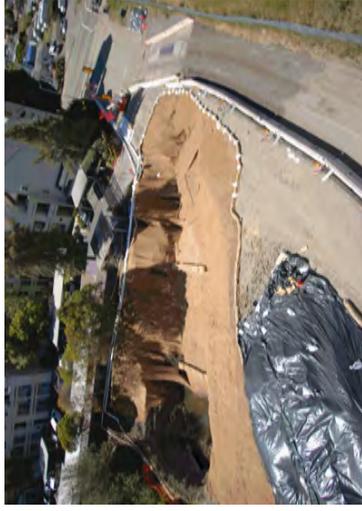
Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
<b>Source Of Funding</b>						
<b>Fund No</b>	<b>Fund Name</b>	<b>FY2011-12</b>	<b>FY2012-13</b>	<b>FY2013-14</b>	<b>FY2014-15</b>	<b>FY2015-16</b>
2002	Measure C/J	\$325,000	\$325,000	\$325,000	\$325,000	\$325,000
1002	State Gas Tax	\$175,000	\$0	\$0	\$0	\$0

# Richmond

## 2011/12-2015/16 Capital Improvement Program

### Project Description Report

Project Name:	Via Verdi Roadway and Culvert Repair
Project Manager:	Tawfic Halaby
Department Responsible:	Engineering
Project Description:	<p>Work to date includes: emergency sink hole response and site stabilization; construction of a temporary one-lane bridge; construction of an Emergency Bypass Road through a privately-owned parcel; and construction of a temporary open channel for San Pablo Creek conveyance.</p> <p>Future work includes: installation of an early warning system (optional) for about 300 feet of un-collapsed culvert; reinforcement or removal and replacement of about 300 feet of un-collapsed culvert; construction of a modern concrete box culvert about 100 feet long; restoration of about 100 feet of Via Verdi roadway and ancillary infrastructure; and removal of about 550 feet of Emergency Bypass Road and restoration of the privately-owned parcel to its original condition.</p> <p>Successful completion of future work necessitates coordination with utility companies, obtaining required permits from regulatory agencies, and keeping the affected residents apprised of project progress.</p> <p>Project ID: 01A16            Design (Contract): \$109,021            Project Management (Staff): \$237,865            Construction: \$4,510,807            Construction Management (Contract): \$501,201            Contingency: \$218,106            Estimated Start Date: 04/15/2010            Estimated Completion Date: 10/31/2012</p>
Justification:	This is an emergency response to a catastrophic event that was declared a local emergency by the City Manager. A culvert under Via Verdi roadway collapsed and caused the roadway to collapse. Via Verdi serves as the sole ingress/egress for the Sobrante Glen residential neighborhood of 85 single family homes and about 100 apartment units.
Total Estimated Cost:	\$5,577,000



## Project Description Report

Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
<b>Source Of Funding</b>						
<b>Fund No</b>	<b>Fund Name</b>	<b>FY2011-12</b>	<b>FY2012-13</b>	<b>FY2013-14</b>	<b>FY2014-15</b>	<b>FY2015-16</b>
1054	Engineering Grants	\$4,997,000	\$0	\$0	\$0	\$0
2001	General Capital Fund	\$580,000	\$0	\$0	\$0	\$0

**Richmond**  
2011/12-2015/16 Capital Improvement Program

**Project Description Report**

Project Name:	Wharf Street Quiet Zone					
Project Manager:	Steven Tam					
Department Responsible:	Engineering					
Project Description:	<p>To eliminate the hazards at the At-Grade Highway-Rail Crossing on Wharf Street at Canal, this project will install two 10-foot wide 8-inch high raised medians for the installation of Railroad Warning Devices. This project was in response to a safety improvement proposed by the California Public Utilities Commission (CPUC). Engineering Services will be coordinating all design and construction work with the Burlington Northern and Santa Fe Railway Company (BNSF).</p> <p>A carry forward grant amount of \$130,000 is needed for the construction phase of the project.</p> <p>Project ID: 01E14  Project Location: Wharf Street at Canal Blvd.  Construction: \$72,000  Construction Management (Staff): \$30,000  Inspection (Staff): \$20,000  Contingency: \$8,000  Estimated Start Date: 03/23/2010  Estimated Completion Date: 06/30/2012</p>					
Justification:	This project will improve public safety at this intersection.					
Total Estimated Cost:	\$130,000					
<b>Source Of Funding</b>						
Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16



## Project Description Report

Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
1054	Engineering Grants	\$130,000	\$0	\$0	\$0	\$0



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# Engineering Services Department-22

## Wastewater Treatment



Digester Station

**Mission:** To provide continuous operation and maintenance of the City of Richmond Municipal Sewer District, treatment plant for domestic, commercial, and industrial wastewater in the Richmond area of Contra Costa County.

### Overview

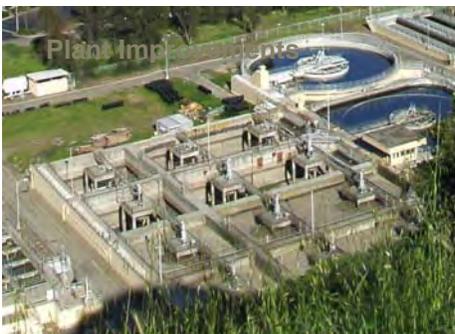
This program is organized via a 20-year contract with Veolia Water North America under the direction of the City Engineer. The facility consists of screening, grit removal, preparation, primary sedimentation, activated sludge, secondary clarification, anaerobic sludge digestion, chlorination, and de-chlorination.

The Plant Capital Improvement Program (CIP) projects are evaluated using the following criteria established by the City and Veolia:

- Projects needed for health and safety
- Projects needed to maintain the quality of effluent flow
- Projects mandated by regulatory agencies
- Projects that ensure adequate process reliability
- Projects that improve efficiency and effectiveness



Co-generation Project



Plant Improvements

# Engineering Services Department-22

## Wastewater Treatment

### Program Highlights

#### Digester Control Building No. 2

Project Cost: \$2,000,000  
Funding Sources: Wastewater Bond

This project replaces the Digester Control Building No. 2. Project was started in 2009 and consists of demolition of existing piping and equipment and PLC integration and instrumentation. The original equipment is over 60 years old and has reached the end of its service life.

#### Keller Beach Sanitary Sewer Line Replacement

Project Cost: \$2,500,000  
Funding Sources: Wastewater Bond

This project will address several repairs and system upgrades for reduction of tidal influence into the sanitary sewer system.

#### Manhole Replacement

Project Cost: \$300,000  
Funding Sources: Wastewater Bond

This project will address several repairs and system upgrades for reduction of inflow and infiltration into the sanitary sewer system.

#### Sewer Line Repairs for Inspection Accessibility

Project Cost: \$1,250,000  
Funding Sources: Wastewater Bond

This project will address several repairs and system upgrades throughout the wastewater collection system. Prioritization is determined by pipe condition, location within the system, system performance, capacity and tidal influence.

#### Wet Weather Infiltration/inflow Elimination

Project Cost: \$1,233,000  
Funding Sources: Wastewater Bond

This project will address several repairs and system upgrades throughout the wastewater collection system. Prioritization is determined by pipe condition, location within the system, system performance, capacity and tidal influence.

#### Wet Weather Peak Flow Storage

Project Cost: \$4,877,750  
Funding Sources: Wastewater Bond

# Engineering Services Department-22

## Wastewater Treatment

This project will address the substantially larger wet weather flows caused by infiltration and the insufficient plant capacity to treat this amount of water.

### Success Indicators

CIP Project(s)	Performance Benchmarks	2011-12 1-yr Goal	2011-12 1 <sup>st</sup> Qtr. Target	2011-12 2 <sup>nd</sup> Qtr. Target	2011-12 3 <sup>rd</sup> Qtr. Target	2011-12 4 <sup>th</sup> Qtr. Target
<b>1.22.a: Digester Control Building No. 2</b>						
	Construction Management Contract	100%	50%	100%	*	*
	Construction	100%	50%	100%	*	*
<b>1.22.b: Keller Beach Sanitary Sewer Line Replacement</b>						
	Design Contract	100%	20%	50%	80%	100%
	Design Administration	100%	20%	50%	80%	100%
<b>1.22.c: Manhole Replacement</b>						
	Construction Management Contract	100%	100%	*	*	*
<b>1.22.d: Sewer Line Repairs for Inspection Accessibility</b>						
	Construction Management Contract	100%	15%	50%	85%	100%
	Construction	100%	15%	50%	85%	100%
<b>1.22.e: Wet Weather Infiltration/Inflow Elimination</b>						
	Construction Management Contract	100%	15%	50%	85%	100%
	Construction	100%	15%	50%	85%	100%
<b>1.22.f: Wet Weather Peak Flow Storage</b>						
	Design Contract	100%	20%	50%	80%	100%
	Design Administration	100%	20%	50%	80%	100%
	Construction Management	100%	20%	40%	70%	100%
	Construction	100%	20%	40%	70%	100%

1. **Maintain and Enhance The Physical Environment**
2. **Promote a Safe and Secure Community**
3. **Promote Economic Vitality**
4. **Promote Sustainable Communities**
5. **Promote Effective Government**

= Performance Benchmarks  
 = Work Completion Targets  
 \* = Work Completed

# Engineering Department-22

## Wastewater Treatment Plant CIP Overview

### TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2011-12 Adopted	FY2010-11 Carry-forward	FY2011-12 Adopted	FY2012-13 Proposed	FY2013-14 Proposed	FY2014-15 Proposed	FY2015-16 Proposed	5 Year Total
<b>SOURCES BY FUND</b>								
Wastewater Bond-4003	34,700,000	23,366,000	12,160,750	11,205,250	-	-	-	23,366,000
<b>Sources Total</b>	<b>34,700,000</b>	<b>23,366,000</b>	<b>12,160,750</b>	<b>11,205,250</b>	-	-	-	<b>26,366,000</b>
<b>USES BY PROJECT</b>								
Digester Control Building No. 2	5,000,000	2,000,000	2,000,000	-	-	-	-	2,000,000
Influent Pump Replacement	1,900,000	-	-	-	-	-	-	-
Keller Beach Sanitary Sewer Line Replacement	5,500,000	5,000,000	2,500,000	2,500,000	-	-	-	5,000,000
Manhole Replacement	500,000	400,000	300,000	100,000	-	-	-	400,000
Pennsylvania Ave. Sewer Rerouting	700,000	-	-	-	-	-	-	-
San Pablo Ave. Sewer Upsize	1,500,000	-	-	-	-	-	-	-
Sewer Line Repairs for Inspection Accessibility	3,000,000	2,500,000	1,250,000	1,250,000	-	-	-	2,500,000
Sunset Pointe Emergency Generator Relocation	700,000	-	-	-	-	-	-	-
Tidal Inflow and Infiltration	1,200,000	-	-	-	-	-	-	-
Wet Weather Infiltration/Inflow Elimination	3,700,000	2,466,000	1,233,000	1,233,000	-	-	-	2,466,000
Wet Weather Peak Flow Storage	11,000,000	11,000,000	4,877,750	6,122,250	-	-	-	11,000,000
<b>USES-BY PROJECT TOTAL</b>	<b>34,700,000</b>	<b>23,366,000</b>	<b>12,160,750</b>	<b>11,205,250</b>	-	-	-	<b>23,366,000</b>
<b>USES BY ORG CODE</b>								
Engineering Wastewater CIP-40322931								
<b>TOTAL CIP BUDGET</b>	<b>34,700,000</b>	<b>23,366,000</b>	<b>12,160,750</b>	<b>11,205,250</b>	-	-	-	<b>23,366,000</b>

### FY2011-12 CIP Budget

**Richmond**  
**2011/12-2015/16 Capital Improvement Program**

**Project Description Report**

Project Name:	Keller Beach Sanitary Sewer Line Replacement	
Project Manager:	Chad Davisson	
Department Responsible:	Engineering - Wastewater Collections	
Project Description:	<p>This project will address several repairs and system upgrades for reduction of tidal influence into the sanitary sewer system.</p> <p>Project ID: 01A18  Project Location: 601 Canal Blvd.  Design: \$403,000  Design Administration: \$97,000  Construction: \$1,613,000  Construction Administration: \$387,000</p>	
Justification:	To decrease the amount of Inflow and Infiltration (I&I) from the storm sewer system into the sanitary sewer system. The City's current National Pollutant Discharge Elimination System (NPDES) permit prohibits Sanitary Sewer Overflows.	
Total Estimated Cost:	\$5,000,000	



Source Of Funding			
Fund No	Fund Name	FY2011-12	FY2012-13
4003	Wastewater Bond	\$2,500,000	\$2,500,000
			\$0
			\$0
			\$0

**Richmond**  
**2011/12-2015/16 Capital Improvement Program**

**Project Description Report**

Project Name:	Manhole Rehabilitation
Project Manager:	Chad Davisson
Department Responsible:	Engineering - Wastewater Collections
Project Description:	<p>This project will address several repairs and system upgrades for reduction of inflow and infiltration into the sanitary sewer system.</p> <p>Project ID: 01A19  Project Location: 601 Canal Blvd.  Construction: \$244,000  Construction Administration: \$56,000  Estimated Start Date: 07/01/2010  Estimated Completion Date: 06/30/2012</p>
Justification:	To decrease the amount of Inflow and Infiltration (I&I) from the storm sewer system into the sanitary sewer system. The City's current National Pollutant Discharge Elimination System (NPDES) permit prohibits Sanitary Sewer Overflows.
Total Estimated Cost:	\$400,000



Source Of Funding						
Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
4003	Wastewater Bond	\$300,000	\$100,000	\$0	\$0	\$0

**Richmond**  
**2011/12-2015/16 Capital Improvement Program**

**Project Description Report**

Project Name:	Sewer Line Repairs for Inspection Accessibility	
Project Manager:	Chad Davission	
Department Responsible:	Engineering - Wastewater Collections	
Project Description:	<p>This project will address several repairs and system upgrades throughout the wastewater collection system. Prioritization is determined by pipe condition, location within the system, system performance, capacity and tidal influence.</p> <p>Project ID: 01A20          Project Location: 601 Canal Blvd.          Construction: \$1,008,000          Construction Administration: \$242,000          Estimated Start Date: 07/01/2010          Estimated Completion Date: 07/01/2013</p>	
Justification:	To decrease the amount of Inflow and Infiltration (I&I) from the storm sewer system into the sanitary sewer system. The City's current National Pollutant Discharge Elimination System (NPDES) permit prohibits Sanitary Sewer Overflows.	
Total Estimated Cost:	\$2,500,000	



Source Of Funding			
Fund No	Fund Name	FY2011-12	FY2012-13
4003	Wastewater Bond	\$1,250,000	\$1,250,000
		FY2013-14	FY2014-15
			FY2015-16

# Richmond

## 2011/12-2015/16 Capital Improvement Program

### Project Description Report

Project Name:	Wet Weather Infiltration/Inflow Elimination		
Project Manager:	Chad Davisson		
Department Responsible:	Engineering - Wastewater Collections		
Project Description:	<p>This project will address several repairs and system upgrades throughout the wastewater collection system. Prioritization is determined by pipe condition, location within the system, system performance, capacity and tidal influence.</p> <p>Project ID: 01A21                  Project Location: 601 Canal Blvd.                  Construction: \$995,000                  Construction Administration: \$238,000</p>		
Justification:	To decrease the amount of Inflow and Infiltration (I&I) from the storm sewer system into the sanitary sewer system. The City's current National Pollutant Discharge Elimination System (NPDES) permit prohibits Sanitary Sewer Overflows.		
Total Estimated Cost:	\$2,466,000		

Source Of Funding						
Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
4003	Wastewater Bond	\$1,233,000	\$1,233,000	\$0	\$0	\$0

# Richmond

## 2011/12-2015/16 Capital Improvement Program

### Project Description Report

<b>Project Name:</b>	Wet Weather Peak Flow Storage		
<b>Project Manager:</b>	Chad Davisson		
<b>Department Responsible:</b>	Engineering - Wastewater Collections		
<b>Project Description:</b>	<p>This project will address the substantially larger wet weather flows caused by infiltration and the insufficient plant capacity to treat this amount of water.</p> <p>Project ID: 01A22                  Project Location: 601 Canal Blvd.                  Design: \$750,000                  Design Administration: \$180,000                  Construction: \$3,062,750                  Construction Administration: \$885,000</p>		
<b>Justification:</b>	To decrease the amount of Inflow and Infiltration (I&I) from the storm sewer system into the sanitary sewer system. The City's current National Pollutant Discharge Elimination System (NPDES) permit prohibits Sanitary Sewer Overflows.		
<b>Total Estimated Cost:</b>	\$11,000,000		

Source Of Funding						
Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
4003	Wastewater Bond	\$4,877,750	\$6,122,250	\$0	\$0	\$0



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# Public Works Department

## Operations and Maintenance

**Mission:** *The Public Works Operations and Maintenance Department is responsible for maintaining various areas of operations in Facility Maintenance, Fleet Maintenance, Parks and Landscaping, and Streets Division.*

### Overview

The Public Works Department includes several divisions that perform the following functions: The Facility Maintenance Division provides comprehensive operations, maintenance, repair, remodeling, heat, light, security and water services to City buildings and community and recreational facilities, and also includes the maintenance of street lighting and traffic signals.

Streets Maintenance provides abatement services to privately-owned and City-owned properties through agreements with the Redevelopment Agency and the Police Department's Code Enforcement Division. Maintenance includes traffic signs, repair potholes and minor pavement damage. Also, provided are mechanical street sweeping services in the commercial and residential areas of the City which is mandated by the National Pollution Discharge Elimination System (NPDES) permit requirements.



18<sup>th</sup> Street Paving



15<sup>th</sup> Street Paving

# Public Works Department

## Operations and Maintenance

### Plan Highlights

#### Public Works Street Paving

Project Cost: \$2,000,000  
Funding Sources: General Capital  
Measure C

Miscellaneous street paving by the Public Works staff to assist Engineering's paving program. Areas included are: Annex, Clinton Hill, East Richmond, Fairmede, Hilltop Green, Iron Triangle, May Valley, Park View, Pullman, Santa Fe, South Annex, and South Belding Woods. This will cover approximately 1,500,000 square feet using 20,000 tons of supplies.

#### Project Status

This project is ongoing to maintain and extend the service life of the City's streets.

# Public Works Department

## Operations and Maintenance

### Success Indicators

CIP Project(s)	Performance Benchmarks	2011-12	2011-12	2011-12	2011-12	2011-12
		1-yr Goal	1 <sup>st</sup> Qtr. Target	2 <sup>nd</sup> Qtr. Target	3 <sup>rd</sup> Qtr. Target	4 <sup>th</sup> Qtr. Target
1.23.a: Public Works Street Paving (200 Blocks)						
	Construction	100%	30%	55%	70%	100%

1. Maintain and Enhance The Physical Environment
2. Promote a Safe and Secure Community
3. Promote Economic Vitality
4. Promote Sustainable Communities
5. Promote Effective Government

= Performance Benchmarks  
 = Work Completion Targets  
 \* = Work Completed

# Public Works Department-23 CIP Overview

## TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2010-11 Adopted	FY2010-11 Actual 3/30/2011	FY2011-12 Adopted	FY2012-13 Proposed	FY2013-14 Proposed	FY2014-15 Proposed	FY2015-16 Proposed	5 Year Total
<b>SOURCES BY FUND</b>								
Capital Outlay Fund-2001	2,229,633	1,540,696	1,850,000	1,153,888	911,987	645,561	351,574	4,913,010
Measure C-2002	17,102	1,893	150,000	602,749	780,556	981,478	1,208,520	3,723,303
State Gas Tax				243,363	307,457	372,961	439,906	1,363,687
<b>Sources Total</b>	<b>2,273,607</b>	<b>1,558,988</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>10,000,000</b>
<b>USES BY PROJECT</b>								
Public Works Paving	2,043,974	1,463,769	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	10,000,000
Civic Center Marquee	80,000							-
Civic Center Library Roof	118,000	95,219						-
Hilltop Sign	31,633							-
								-
								-
								-
<b>USES-BY PROJECT TOTAL</b>	<b>2,273,607</b>	<b>1,558,988</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>10,000,000</b>
<b>USES BY ORG CODE</b>								
Capital Outlay - PW 20136031	2,229,633	1,540,696	1,850,000	1,153,888	911,987	645,561	351,574	4,913,010
Measure C - PW 20222023	17,102	1,893	150,000	602,749	780,556	981,478	1,208,520	3,723,303
State Gas Tax - 10236031				243,363	307,457	372,961	439,906	1,363,687
<b>TOTAL CIP BUDGET</b>	<b>2,273,607</b>	<b>1,558,988</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>10,000,000</b>

FY2011-12 CIP Budget

**Richmond**  
2011/12-2015/16 Capital Improvement Program

**Project Description Report**

Project Name:	Public Works Street Paving	
Project Manager:	Yader Bermudez	
Department Responsible:	Public Works	
Project Description:	Miscellaneous street paving by the Public Works staff to assist Engineering's street paving program. Project ID: 01A05 Project Location: Various Estimated Operation and Maintenance Cost: \$0 Project Intent: Maintain existing asset Project Type: Infrastructure, redevelopment and improvement Estimated Start Date: 7/01/2011 Estimated Completion Date: 6/30/2012	
Justification:	Routine street repairs to extend service life.	
Total Estimated Cost:	\$10,000,000	



Source Of Funding						
Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
2001	General Capital Fund	\$1,850,000	\$1,153,888	\$911,987	\$645,561	\$351,574
2002	Measure C/J	\$150,000	\$602,749	\$780,556	\$981,478	\$1,208,520
1002	State Gas Tax	\$0	\$243,363	\$307,457	\$372,961	\$439,906



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# Public Works Department

## Parks and Landscaping



Hilltop Area



Virginia Play Lot  
Coronado Neighborhood



Marina Bay Esplanade

**Mission:** *The City of Richmond, Parks and Landscaping Division, is dedicated to enhancing the quality of life through safe and attractive parks, facilities, public landscapes and natural open spaces.*

### Overview

The Parks and Landscaping Division represents the core support services to enable outdoor recreational enjoyment for all park participants. Park amenities include play lots, numerous ball fields, tennis courts, basketball courts, open lawn areas, picnic grounds, greenways, pathways, trails and related facilities. These basic areas, as well as the urban forest and adjoining public landscapes, are kept attractive and safe for public use year round. Many areas are part of an aging infrastructure needing upgrades. The Parks and Landscaping Division is responsible for planning and reviewing Parks construction and development projects. The Division also supports the Recreation and Parks Commission, Urban Forest Committee, and various community groups.

The Parks' Capital Improvement Plan (CIP) vision is to plan for acquisition, development, and maintenance of parks, trails, and open space. Projections for new pending revenue sources like the WW Bond Measure are anticipated strategically. To support this vision, the following criteria were taken into account to establish project priorities:

- Complete current projects
- Fund projects to upgrade infrastructure
- Upgrade play equipment and parks as based on the Recreation & Parks Commission priority list
- Address ADA concerns
- Upgrade Parks' lighting and safety

The proposed Parks' CIP endeavors to balance the current needs of the community with the resources necessary to maintain and operate the proposed improvements. Along with upgrading of the aging infrastructure, play equipment, and compliance with ADA requirements, This Parks' CIP budget anticipates 'life cycle' replacement and maintenance needs of the improvements.

# Public Works Department

## Parks and Landscaping

### Program Highlights

#### Bay Trail

Project Cost: \$268,000  
Funding Source: Measure WW Grant

This project will enhance the play area and replace existing play structures with new, safe and ADA compliant play equipment.

#### Booker T. Anderson (BTA) Bridge

Project Cost: \$135,000  
Funding Sources: Park Impact Fee – Parks & Open Space

This project is necessary to replace an old pedestrian bridge that crosses Baxter Creek within Booker T. Anderson Park. This bridge offers park users access to and from the Community Center without having to walk around the perimeter of the park. This project will be completed in conjunction with the Baxter Creek Project.

#### Burg Park Renovations

Project Cost: \$50,000  
Funding Source: Park Impact Fee – Parks & Open Space

This project will enhance the play area and replace existing play structures with new, safe and ADA compliant play equipment.

#### JPA Sports Field Partnership

Project Cost: \$15,000  
Funding Sources: Park Impact Fee – Parks & Open Space

This project is in collaboration with the Cities of El Cerrito, Albany, Berkeley, and Emeryville to build and maintain a multi-use sports field. Project replaces turf field at the JPA sports complex.

#### Project Status

Estimated turf replacement commitment secured by the five JPA cities. This is an annual \$15,000 roll over for the next five years to complete the City's portion of the cost for turf replacement.

#### North Richmond Ball Field and Sod Repair

Project Cost: \$85,000  
Funding Sources: Park Impact Fee – Parks & Open Space and North Richmond Mitigation Fund

Complete repair and reconstruction of irrigation system and sod repair at the 3<sup>rd</sup> Street Park.

#### Project Status

Project will be awarded by September 2011 with an estimated completion date of June 2012.

# Public Works Department

## Parks and Landscaping

### **Parks Americans with Disabilities Act (ADA) Access**

Project Costs: \$170,000  
Funding Sources: Park Impact Fee – Parks & Open Space

This project will remove barriers and provide access ramps to and within parks to encourage use by persons with special access needs. The priority for parks will be determined by Parks & Landscaping staff with age, condition and safety as the main criteria.

### **Parks Hardscapes Rehabilitation**

Project Cost: \$155,000  
Funding Sources: Park Impact Fee – Parks & Open Space

Replace in various parks City-wide the hardscapes (including paving of pathways off City streets) as necessary.

### **Park Irrigation Rehabilitation**

Project Cost: \$60,000  
Funding Sources: Park Impact Fee – Parks & Open Space

This project will rehabilitate existing irrigation systems in various parks. The priority for parks will be determined by Parks & Landscaping staff with age, condition and new water conserving master controls as the main criteria.

### **Play Area Safety Equipment**

Project Cost: \$101,000  
Funding Sources: Park Impact Fee – Parks & Open Space

This project will replace deteriorating and unsafe play equipment, as well as play surfaces, headers and related materials, furnishings in tot lots as needed in the City.

### **Shields-Reid park Renovations**

Project Cost: \$50,000  
Funding Sources: North Richmond Mitigation Fund

Department will request an RFP for design services to include public outreach for a total renovation of Shields-Reid Neighborhood Park.

### **Wendell Park Renovation**

Project Cost: \$160,501  
Funding Sources: Public Facility Impact Fee – Parks & Open Space

This park project is on the priority list established by the Recreation & Parks Commission. This neighborhood park, centrally located in the North/East Neighborhood, will be used for soccer, basketball and have a playground area.

# Public Works Department

## Parks and Landscaping

### Success Indicators

CIP Project(s)	Performance Benchmarks	2011-12	2011-12	2011-12	2011-12	2011-12
		1-yr Goal	1 <sup>st</sup> Qtr. Target	2 <sup>nd</sup> Qtr. Target	3 <sup>rd</sup> Qtr. Target	4 <sup>th</sup> Qtr. Target
<b>1.23.b: Bay Trail Gap Closure</b>						
	Design	100%	50%	100%	*	*
	Construction	50%	*	*	25%	50%
<b>1.23.c: Booker T. Anderson (BTA) Bridge Replacement</b>						
	Design	100%	25%	75%	100%	*
	Construction	100%	*	*	*	100%
<b>1.23.d: Burg Park</b>						
	Design	100%	100%	*	33%	66%
	Construction	100%	25%	*	*	20%
<b>1.23.e: Joint Powers Agreement (JPA)</b>						
	Other: Match Obligation	100%	*	*	*	100%
<b>1.23.f: North Richmond Ball Field and Sod Repair</b>						
	Survey	100%	*	*	50%	100%
	Design Contract	100%	*	*	50%	100%
	Construction	50%	*	*	25%	50%
<b>1.23.g: Park Americans with Disabilities Act (ADA)</b>						
	Construction	100%	25%	75%	100%	*
<b>1.23.h: Park Hardscape Rehabilitation</b>						
	Other	100%	25%	50%	75%	100%
<b>1.23.i: Park Irrigation Rehabilitation</b>						
	Construction	100%	*	*	100%	*

1. Maintain and Enhance The Physical Environment
2. Promote a Safe and Secure Community
3. Promote Economic Vitality
4. Promote Sustainable Communities
5. Promote Effective Government

= Performance Benchmarks  
 = Work Completion Targets  
 \* = Work Completed

# Public Works Department

## Parks and Landscaping

### Success Indicators

CIP Project(s)	Performance Benchmarks	2011-12	2011-12	2011-12	2011-12	2011-12
		1-yr Goal	1 <sup>st</sup> Qtr. Target	2 <sup>nd</sup> Qtr. Target	3 <sup>rd</sup> Qtr. Target	4 <sup>th</sup> Qtr. Target
<b>1.23.j: Play Area Safety Equipment</b>						
	Design	50%	*	*	25%	50%
<b>1.23.k: Shields-Reid Park Renovations</b>						
	Study	100%	*	*	100%	*
	Design	100%	*	*	34%	100%
	Construction	20%	*	*	*	20%
<b>1.23.l: Wendell Park Renovations</b>						
	Other: CMAS	100%	*	*	*	100%

1. Maintain and Enhance The Physical Environment
2. Promote a Safe and Secure Community
3. Promote Economic Vitality
4. Promote Sustainable Communities
5. Promote Effective Government

= Performance Benchmarks  
 = Work Completion Targets  
 \* = Work Completed

# Public Works Department-23

## Parks and Landscaping-233 CIP Overview

### TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2010-11 Adopted	FY2010-11 Actual 3/30/2011	FY2010-11 Carry-forward	FY2011-12 Adopted	FY2012-13 Proposed	FY2013-14 Proposed	FY2014-15 Proposed	FY2015-16 Proposed	5 Year Total
<b>SOURCES BY FUND</b>									
Impact Fees Parks-2110	1,811,591	91,917	896,501	911,501					911,501
Park Grants-1006	310,000	22,698	273,000	268,000	5,000				273,000
General Capital Outlay-2001				70,000					70,000
<b>Sources Total</b>	<b>2,121,591</b>	<b>114,615</b>	<b>1,169,501</b>	<b>1,249,501</b>	<b>5,000</b>				<b>1,254,501</b>
<b>USES BY PROJECT</b>									
Bay Trail	300,000	12,703	273,000	268,000	5,000				273,000
Booker T. Anderson (BTA) Bridge	160,000		135,000	135,000					135,000
Burg Park Renovations	50,000		50,000	50,000					50,000
Greenway Phases I, II & III	25,000	25,000							-
Hilltop Signage	2,624								-
JPA Sports Field Partnership	15,000			15,000					15,000
MLK Park Additions	500,000								-
North Richmond Ballfield	75,000	3,614	65,000	85,000					85,000
Park Americans with Disabilities Act (ADA)	170,000		170,000	170,000					170,000
Park Hardscapes Rehabilitation	165,000		155,000	155,000					155,000
Park Irrigation Rehabilitation	100,000	18,744	60,000	60,000					60,000
Park Lighting	132,967	29,286							-
Play Area Safety Equipment	151,000		101,000	101,000					101,000
Shields-Reid Park Renovations	100,000	10,774		50,000					50,000
Solano Play Lot Renovations	10,000	9,995							-
Wendell Park Renovation	165,000	4,499	160,501	160,501					160,501
<b>USES BY PROJECT TOTAL</b>	<b>2,121,591</b>	<b>114,615</b>	<b>1,169,501</b>	<b>1,249,501</b>	<b>5,000</b>				<b>1,254,501</b>
<b>USES BY ORG CODE</b>									
Park Impact Fees - 21033131	1,811,591	91,917	896,501	911,501					911,501
Park Grants - 10633031	310,000	22,698	273,000	268,000	5,000				273,000
General Capital Outlay-20136031				70,000					70,000
<b>TOTAL CIP BUDGET</b>	<b>2,121,591</b>	<b>114,615</b>	<b>1,169,501</b>	<b>1,249,501</b>	<b>5,000</b>				<b>1,254,501</b>

### FY2011-12 CIP Budget

# Richmond

## 2011/12-2015/16 Capital Improvement Program

### Project Description Report

<b>Project Name:</b>	Bay Trail
<b>Project Manager:</b>	Chris Chamberlain
<b>Department Responsible:</b>	Public Works - Parks and Landscaping
<b>Project Description:</b>	<p>Design and construct Class I bicycle trail at bay shore from Kaiser Shipyard #3 to Seaclyff Drive and adjacent to Brickyard Cove Road from Mallard Drive to Dorman Drive. Project scope include construction of raised embankment with segmental retaining wall and handrails, hot mix asphalt trail with decomposed granite shoulders, striping of crosswalk and pavement delineation.</p> <p>Project ID: 23F01          Project Location: Kaiser Shipyard No. 3 to Seaclyff Drive          Project Intent: Enhance or expand existing asset          Project Type: Park trails and paths          Estimated Start Date: 07/01/2011          Estimated Completion Date: 06/30/2012</p>
<b>Justification:</b>	The goal of this project is to eliminate barriers to pedestrian access, improve pedestrian safety, improve the overall neighborhood appearance, and reduce the City's exposure to claims.
<b>Total Estimated Cost:</b>	\$273,000



Source Of Funding						
Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
WW	Measure WW Grant	\$268,000	\$5,000	\$0	\$0	\$0

**Richmond**  
**2011/12-2015/16 Capital Improvement Program**

**Project Description Report**

Project Name:	Booker T. Anderson (BTA) Bridge Replacement		
Project Manager:	Chris Chamberlain		
Department Responsible:	Public Works - Parks and Landscaping		
Project Description:	Demolish and replace existing bridge inside BTA Park that crosses over Baxter Creek.		
	Project ID:	03A02	
	Project Location:	960 South 47th Street	
	Estimated Operation and Maintenance Cost:	\$0	
	Project Intent:	Infrastructure, redevelopment and improvement	
	Project Type:	Park facilities	
	Estimated Start Date:	07/01/2011	
	Estimated Completion Date:	04/30/2012	
Justification:	Bridge is old and in need of replacement for the safety of the park users.		
Total Estimated Cost:	\$135,000		

Source Of Funding			
Fund No	Fund Name	FY2011-12	FY2012-13
		FY2013-14	FY2014-15
2110	Park Dedication Impact Fee	\$0	\$0
		FY2015-16	\$0

**Richmond**  
**2011/12-2015/16 Capital Improvement Program**

**Project Description Report**

Project Name:	Burg Park Renovations	
Project Manager:	Chris Chamberlain	
Department Responsible:	Public Works - Parks and Landscaping	
Project Description:	<p>Request RFP design services to include public outreach for a total renovation of Burg Neighborhood Park. Bid out the construction of the renovations.</p> <p>Project ID: 03H02            Project Location: 30th Street and Clinton Avenue            Project Intent: Maintain existing asset            Project Type: Park facilities            Estimated Start Date: 07/01/2011            Estimated Completion Date: 06/30/2012</p>	
Justification:	This park is located on Clinton Avenue in the North and East Neighborhood. This older park is in need of an upgrade. The upgrade of this park will allow better use for children's and neighborhood activities. Burg Neighborhood Park play lot is a priority of the Recreation and Parks Commission.	
Total Estimated Cost:	\$50,000	



Source Of Funding			
Fund No	Fund Name	FY2011-12	FY2012-13
		FY2013-14	FY2014-15
2110	Park Dedication Impact Fee	\$0	\$0
		FY2015-16	FY2015-16
		\$0	\$0

**Richmond**  
**2011/12-2015/16 Capital Improvement Program**

**Project Description Report**

Project Name:	Joint Powers Agreement Sports Field Partnership		
Project Manager:	Chris Chamberlain		
Department Responsible:	Public Works - Parks and Landscaping		
Project Description:	<p>This is an agreement the City of Richmond entered into with the Cities of El Cerrito, Albany, Berkeley and Emeryville to build and maintain a multi-use sports field.</p> <p>Project ID: 0CG02</p> <p>Project Location: Various locations</p> <p>Project Intent: Enhance or expand existing asset</p> <p>Project Type: Parks facilities</p> <p>Estimated Start Date: 07/01/2007</p> <p>Estimated Completion Date: 10/31/2011</p>		
Justification:	This is an agreement that has already been entered into with the other agencies.		
Total Estimated Cost:	\$15,000		

Source Of Funding			
Fund No	Fund Name	FY2011-12	FY2012-13
2110	Park Dedication Impact Fee	\$15,000	\$0
			\$0
			\$0
			\$0
			\$0

# Richmond

## 2011/12-2015/16 Capital Improvement Program

### Project Description Report

<b>Project Name:</b>	North Richmond Ball Field Irrigation and Sod Repairs	
<b>Project Manager:</b>	Chris Chamberlain	
<b>Department Responsible:</b>	Public Works - Parks and Landscaping	
<b>Project Description:</b>	Repair or replace the irrigation system and sod/turf at the North Richmond Ball Field. Project ID: 03M02 Project Location: 3rd Street and DaVilla Estimated Operation and Maintenance Cost: \$0 Project Intent: Maintain existing asset Project Type: Park facilities Estimated Start Date: 7/01/2011 Estimated Completion Date: 6/30/2012	
<b>Justification:</b>	The ball field is used for youth league play, and the irrigation and sod repairs are needed to keep the turf in good playing condition.	
<b>Total Estimated Cost:</b>	\$85,000	



Source Of Funding						
Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
2001	General Capital Fund	\$20,000	\$0	\$0	\$0	\$0
2110	Park Dedication Impact Fee	\$65,000	\$0	\$0	\$0	\$0

**Richmond**  
**2011/12-2015/16 Capital Improvement Program**

**Project Description Report**

<b>Project Name:</b>	Park Americans with Disabilities Act (ADA) Access					
<b>Project Manager:</b>	Chris Chamberlain					
<b>Department Responsible:</b>	Public Works - Parks and Landscaping					
<b>Project Description:</b>	<p>Remove barriers, provide access ramps and replace deteriorating park pathways to facilitate use by persons with disabilities. This will be accomplished at Humphrey, Fairmede, Elm Play Lot, Solano Park and other play lots throughout the City.</p> <p>Project ID: 03J02  Project Location: Various Locations  Estimated Operation and Maintenance Cost: \$1,000  Project Intent: Compliance to mandates  Project Type: Parks facilities  Estimated Start Date: 07/01/2011  Estimated Completion Date: 04/30/2012</p>					
<b>Justification:</b>	This project is required for public safety and for federally-mandated ADA access.					
<b>Total Estimated Cost:</b>	\$170,000					
<b>Source Of Funding</b>						
<b>Fund No</b>	<b>Fund Name</b>	<b>FY2011-12</b>	<b>FY2012-13</b>	<b>FY2013-14</b>	<b>FY2014-15</b>	<b>FY2015-16</b>
2110	Park Dedication Impact Fee	\$170,000	\$0	\$0	\$0	\$0



# Richmond

## 2011/12-2015/16 Capital Improvement Program

### Project Description Report

Project Name:	Park Hardscapes Rehabilitation		
Project Manager:	Chris Chamberlain		
Department Responsible:	Public Works - Parks and Landscaping		
Project Description:	<p>Rehabilitate retaining walls, headers, fences, pathways, play court surfaces, drainage structures, ramps, stairs, bridges, benches, tables, other park furnishings and improvements as necessary in park sites. Americans with Disabilities Act (ADA) access will be provided where appropriate.</p> <p>Project ID: 03J02                  Project Location: Various locations                  Estimated Operation and Maintenance Cost: \$3,621                  Project Intent: Maintain existing asset                  Project Type: Parks facilities                  Estimated Start Date: 07/01/2011                  Estimated Completion Date: 06/30/2012</p>		
Justification:	Hardscapes are worn, vandalized and no longer meet code requirements. Code compliance and safe public use require ongoing rehabilitation or replacement.		
Total Estimated Cost:	\$155,000		

Source Of Funding						
Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
2110	Park Dedication Impact Fee	\$155,000	\$0	\$0	\$0	\$0

# Richmond

## 2011/12-2015/16 Capital Improvement Program

### Project Description Report

<b>Project Name:</b>	Park Irrigation Rehabilitation	
<b>Project Manager:</b>	Chris Chamberlain	
<b>Department Responsible:</b>	Public Works - Parks and Landscaping	
<b>Project Description:</b>	<p>This project has not been made available for several years to rehabilitate existing irrigation systems. Additional components of existing systems fail each year due to vandalism and worn, outdated equipment throughout City parks. The ultimate cost to make repairs and upgrades increases without a regular, reliable rehabilitation each year. Initial work will be made in replacement of 15 year old malfunctioning electro mechanical controllers with satellite units of the Calsense master system.</p> <p>Project ID: 03J02            Project Location: Various locations            Estimated Operation and Maintenance Cost: \$1750            Project Intent: Maintain existing asset            Project Type: Park facilities            Estimated Start Date: 07/01/2011            Estimated Completion Date: 04/30/2012</p>	
<b>Justification:</b>	<p>Many park systems are old, worn, outdated or disabled by vandalism, resulting in high repair cost and serious inefficiencies in water distribution. Dehydrated plant material becomes stressed and die, resulting in higher cost to the City for replacement. In other areas, the risk of watering cost the City greatly due to leaks and faulty valves. The "Landscape Water Management Program" prioritizes this program. Savings in the water billing cost can be realized for the City for the long term. East Bay Municipal Utility District (EBMUD) will provide rebates for water-conserving upgrades.</p>	
<b>Total Estimated Cost:</b>	\$60,000	



Source Of Funding						
Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
2110	Park Dedication Impact Fee	\$60,000	\$0	\$0	\$0	\$0

**Richmond**  
**2011/12-2015/16 Capital Improvement Program**

**Project Description Report**

<b>Project Name:</b>	Play Area Safety Equipment Replacement					
<b>Project Manager:</b>	Chris Chamberlain					
<b>Department Responsible:</b>	Public Works - Parks and Landscaping					
<b>Project Description:</b>	<p>Replace deteriorating and unsafe play equipment, as well as play surfaces, headers and related materials, furnishings in tot lots as needed in the City, as well as providing Americans with Disabilities Act (ADA) access.</p> <p>Project ID: 03J02            Project Location: Various locations            Estimated Operation and Maintenance Cost: \$1,500            Project Intent: Compliance to mandates            Project Type: Park facilities            Estimated Start Date: 07/01/2011            Estimated Completion Date: 04/30/2012</p>					
<b>Justification:</b>	Public safety and stated need by several neighborhood councils; also prioritized by the Recreation and Parks Commission.					
<b>Total Estimated Cost:</b>	\$101,000					
<b>Source Of Funding</b>						
<b>Fund No</b>	<b>Fund Name</b>	<b>FY2011-12</b>	<b>FY2012-13</b>	<b>FY2013-14</b>	<b>FY2014-15</b>	<b>FY2015-16</b>
2110	Park Dedication Impact Fee	\$101,000	\$0	\$0	\$0	\$0



**Richmond**  
2011/12-2015/16 Capital Improvement Program

**Project Description Report**

Project Name:	Shields-Reid Park Renovations	
Project Manager:	Chris Chamberlain	
Department Responsible:	Public Works - Parks and Landscaping	
Project Description:	<p>Request RFP design services to include public outreach for a total renovation of Shields-Reid Neighborhood Park. Bid out the construction of the renovations.</p> <p>Project ID: 03102            Project Location: 1410 Kelsey Street            Project Intent: Maintain existing asset            Project Type: Park facilities            Estimated Start Date: 07/01/2011            Estimated Completion Date: 6/01/2012</p>	
Justification:	This park is located in North Richmond. The park is in need of a significant upgrade. The upgrade of this park will allow better use for children's sports and neighborhood activities.	
Total Estimated Cost:	\$50,000	



Source Of Funding						
Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
2001	General Capital Fund	\$50,000	\$0	\$0	\$0	\$0

# Richmond

## 2011/12-2015/16 Capital Improvement Program

### Project Description Report

<b>Project Name:</b>	Wendell Park Renovation	
<b>Project Manager:</b>	Chris Chamberlain	
<b>Department Responsible:</b>	Public Works - Parks and Landscaping	
<b>Project Description:</b>	<p>Total renovation and upgrade of Wendell Park.</p> <p>Project ID: 03F02                  Project Location: 24th Street and Wendell Avenue                  Estimated Operation and Maintenance Cost: \$0                  Project Type: Public facilities new and renovations                  Project Intent: Park facilities                  Estimated Operation and Maintenance Cost: \$18,375                  Estimated Start Date: 1/01/2009                  Estimated Completion Date: 12/31/2011</p>	
<b>Justification:</b>	This park is located at 24th and Wendell Avenue in the North and East Neighborhood. The park has been in place since 1966, and it is time to upgrade this area.	
<b>Total Estimated Cost:</b>	\$160,501	



Source Of Funding			
Fund No	Fund Name	FY2011-12	FY2012-13
		FY2013-14	FY2014-15
2110	Park Dedication Impact Fee	\$0	\$0
		FY2015-16	FY2015-16
		\$0	\$0



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# Office of the City Manager



## Mission:

*The City Manager's Office implements City Council policy through effective day-to-day oversight of operating departments, and through the initiation, development, and implementation of programs that provide for the efficient, effective and equitable delivery of services to all those who live and work in the City of Richmond.*

## Key Objectives for Strategic Goals:

### 1. Maintain and enhance the physical environment

- Participate in collaborations and oversee grants and mitigation funds to ensure that an attractive physical environment is maintained throughout the community.
- Coordinate volunteer opportunities and participate in an interdepartmental collaborative effort to implement the health and wellness element and a community-wide response to graffiti removal.
- Oversee the City's contribution to the Nystrom United Revitalization Effort (NURVE) through the implementation of specific capital projects.
- Maintain a healthy aquatic environment through our National Pollutant Discharges Elimination System (NPDES) stormwater permit requirements.
- Oversee the environmental remediation process at Pt. Molate.

### 2. Promote a safe and secure community

- Ensure that projects, such as additional police officer hiring and infrastructure improvements, are eligible for Reinvestment and Recovery Act Funding.
- Support the City's Neighborhood Stabilization Project which, in part, focuses on the purchase and repair of abandoned homes in order to reduce neighborhood blight.
- Support the use of advanced technologies to fight crime.
- Ensure that community concerns regarding neighborhood issues are addressed by appropriate City departments and entities.
- Provide support to the City's neighborhood councils to help them improve the livability, safety and appearance of their communities.
- Replace existing energy-inefficient street lights with more energy-efficient alternatives while providing properly lit public spaces.

### 3. Promote economic vitality

- Prepare a financial plan for anticipated new revenue.
- Expand the City's Non-Governmental Organizations (NGOs) professional development program to provide technical support to and increase the capacity of Richmond-based and Richmond-serving NGOs.
- Work with the West Contra Costa Unified School District to develop a plan to prevent neighborhood school closures.
- Aid departments in securing outside funding opportunities.
- Attract green and other job-producing businesses to Richmond.
- Develop a green business recruitment and retention plan.

## Office of the City Manager

- Coordinate the special event permit process which enables Richmond residents and visitors to participate in events that provide cultural enrichment, promote economic vitality and enhance community identity.

### 4. Promote sustainable communities

- Participate in the East Bay Green Corridor Partnership to strengthen the regional economy by supporting emerging green and sustainable industries.
- Develop outreach strategies and materials to reduce municipal, commercial and residential environmental impacts.
- Develop a Climate Action Plan.
- Educate residents and businesses on preventing stormwater pollution to help maintain the health of our neighborhoods, parks and environment.
- Implement Environmental Urban Accords actions which include supporting and developing efforts in waste reduction, energy efficiency, alternative and renewable energy, land use and transit planning, green jobs, and other activities.
- Implement and evaluate Energy Efficiency and Conservation Block Grant funded projects.

### 5. Promote effective government

- Oversee the implementation of the 5-year Strategic Business Plan.
- Implement City Council directives and communicate regularly to the City Council through weekly reports and bi-monthly meetings.
- Support the implementation and ongoing maintenance of the web-based performance measurement reporting system to promote transparency, accountability, effectiveness, and efficiency in City operations.
- Work with outside agencies to address multi-jurisdictional concerns.
- Provide public information to the community.
- Ensure issues raised in the 2009 community survey are addressed.

# City Manager Department-13 CIP Overview

## TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2010-11 Adopted	FY2011-12 Adopted	FY2012-13 Proposed	FY2013-14 Proposed	FY2014-15 Proposed	FY2015-16 Proposed	Total
<b>SOURCES BY FUND</b>							
Grant - Prop. 84		1,944,700					1,944,700
General Fund - Grant Match		127,300					127,300
General Capital (QECB)		891,475					891,475
<b>Sources Total</b>	-	<b>2,963,475</b>	-	-	-	-	<b>2,963,475</b>
<b>USES BY PROJECT</b>							
City Facilities Energy Upgrades		371,475					371,475
Elm Park		2,072,000					2,072,000
Street Lights		520,000					520,000
<b>USES-BY PROJECT TOTAL</b>	-	<b>2,963,475</b>	-	-	-	-	<b>2,963,475</b>
<b>USES BY ORG CODE</b>							
Grant - Prop 84		1,944,700					1,944,700
General Fund - Grant Match		127,300					127,300
General Capital (QECB)		891,475					891,475
<b>TOTAL CIP BUDGET</b>	-	<b>2,963,475</b>	-	-	-	-	<b>2,963,475</b>

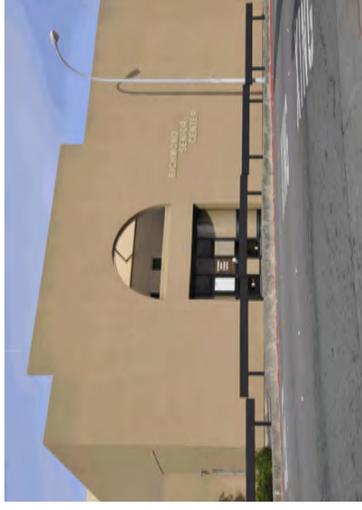
## FY2011-12 CIP Budget

# Richmond

## 2011/12-2015/16 Capital Improvement Program

### Project Description Report

<b>Project Name:</b>	City Facility Energy Upgrade
<b>Project Manager:</b>	Adam Lenz
<b>Department Responsible:</b>	City Manager
<b>Project Description:</b>	<p>The City will upgrade existing lighting and Heating, Ventilating, and Air Conditioning (HVAC) systems with more energy efficient technology in City properties. The upgrades will include replacement of fixtures with more efficient technology and installation of wireless lighting and HVAC controls. The City will also evaluate and install renewable energy projects in facilities. The energy efficiency and renewable energy projects will reduce costs and energy consumption by at least 20% on each municipal building receiving improvements.</p> <p>Project ID: 03B05            Project Location: Various locations            Contractual Services: \$286,475            Professional Services: \$50,000            Construction Management (Staff): \$35,000            Estimated Start Date: 07/01/2011            Estimated Completion Date: 06/30/2012</p>
<b>Justification:</b>	The project is needed to maintain and improve City infrastructure and reduce energy costs and GHG emissions. The debt service will be paid by the energy savings and the City will improve infrastructure.
<b>Total Estimated Cost:</b>	\$371,475



Source Of Funding						
Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
2001	General Capital Fund	\$371,475	\$0	\$0	\$0	\$0

# Richmond

## 2011/12-2015/16 Capital Improvement Program

### Project Description Report

<b>Project Name:</b>	Elm Park Renovation		
<b>Project Manager:</b>	Shasa Curl		
<b>Department Responsible:</b>	City Manager		
<b>Project Description:</b>	<p>Renovation of the existing Elm Park includes acquisition of an adjacent property, removal of existing play equipment, removal of existing house, demolition and grading of the site, new sidewalks, fence, bike paths, office building, restrooms, landscaping and irrigation, lights, utility hook ups and play structures.</p> <p>Project total \$2,072,000; Prop. 84 Grant \$1,944,700 and grant match \$127,300.</p> <p>Project ID: 03N02</p> <p>Project Location: 8th Street and Elm Avenue</p> <p>Design and Design Administration: \$200,000</p> <p>Land Acquisition: \$100,000</p> <p>Construction: \$1,405,000</p> <p>Inspection: \$20,000</p> <p>Construction Administration: \$160,000</p> <p>Other and Contingency: \$187,000</p> <p>Estimated Start Date: 07/01/2011</p> <p>Estimated Completion Date: 12/31/2012</p>		
<b>Justification:</b>			
<b>Total Estimated Cost:</b>	\$1,944,700		
<b>Source Of Funding</b>			
<b>Fund No</b>	<b>Fund Name</b>	<b>FY2011-12</b>	<b>FY2012-13</b>
		<b>FY2013-14</b>	<b>FY2014-15</b>
			<b>FY2015-16</b>



## Project Description Report

Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
2001	General Capital Fund	\$1,944,700	\$0	\$0	\$0	\$0

# Richmond

## 2011/12-2015/16 Capital Improvement Program

### Project Description Report

<b>Project Name:</b>	Street Light Rehabilitation		
<b>Project Manager:</b>	Adan Lenz		
<b>Department Responsible:</b>	City Manager		
<b>Project Description:</b>	<p>A Street Light Master Plan was conducted in FY09/10 to identify, scope, and prioritize various street light capital improvement projects based on the program's annual funding allotment. Each fiscal year will focus on delivering those capital improvement projects in its assessed priority order. Sample types of projects include the following:</p> <ul style="list-style-type: none"> <li>• Replace four (4) areas of series lighting;</li> <li>• Install energy efficient pedestrian-level streetlights in high crime areas;</li> <li>• Replace all City-owned streetlights with LED lights to increase lighting levels and reduce energy usage;</li> <li>• Replace all City-owned deteriorating streetlight poles; and</li> <li>• Wire theft prevention projects.</li> </ul> <p>Project ID: 03C05            Project Location: Various locations            Construction: \$520,000            Estimated Start Date: 07/01/2011            Estimated Completion Date: 06/30/2012</p>		
<b>Justification:</b>	<p>The project is needed to address the street light infrastructure needs. Obsolete "series" circuits no longer have certain replacement parts available. Pedestrian-level street lighting will provide increased lighting in Police identified high-crime areas. LED lights will be uniformly brighter than existing lighting standards, use less energy, and save on electric bills.</p>		
<b>Total Estimated Cost:</b>	\$520,000		

Source Of Funding			
Fund No	Fund Name	FY2011-12	FY2012-13
		FY2013-14	FY2014-15
		FY2015-16	

## Project Description Report

Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
2001	General Capital Fund	\$520,000	\$0	\$0	\$0	\$0

# Police Department-19



**Police Facility  
Hall of Justice**

**Mission:** *The mission of the Public Safety Capital Improvement Plan is to provide, maintain, and improve facilities and equipment that support the delivery of effective emergency services to the City of Richmond residents and visitors.*

## Overview

The City of Richmond works to ensure that residents and visitors are presented with a safe and clean environment. The Police Department includes the following:

**Patrol & Investigative Services** - Ensures public safety and crime prevention

**Code Enforcement** - Information on City code and procedures to follow

The Police Department Capital Improvement Plan (CIP) supports our mission by installing cameras at crime “hotspots”, replacing mobile computers, and streamlining the reporting processes for the Communication Dispatchers Unit.



**Closed Circuit Television  
Camera**

# Police Department-19

## Plan Highlights

### Automatic Vehicle Locator

Project Cost: \$50,000  
Funding Source: Police Impact Fee

Automatic vehicle location (AVL) is a means for automatically determining the geographic location of a vehicle and transmitting the information to a requester.

### Closed Circuit Television (CCTV) Cameras

Project Cost: \$30,000  
Funding Source: General Capital Outlay

This project includes the placement of fixed cameras wired into streetscape infrastructure, designating wireless CCTV cameras at crime "hotspots", and video monitors with digital recording equipment.

### License Plate Reader

Project Cost: \$50,000  
Funding Source: Police Impact Fee

Purchase and Install automatic license plate readers in several patrol vehicles, to enhance our ability to detect stolen vehicles. Second only to burglary, vehicle theft is the fastest growing property crime in the City of Richmond.

### Safety Equipment

Project Cost: \$310,646  
Funding Source: Police JAG Grant I  
Police JAG Grant II

Purchase of safety equipment for new Police Officers which includes; Handguns, Ballistic Vest, DNA Test Kits, and Traffic Speed Readers

### Southside Substation

Project Cost: \$500,000 for 2 years  
Funding Source: General Capital Outlay

Southern District police substation; Work at the substation will require a minimum of three offices, report writing room, and storage for equipment and bicycles.

### SWAT Equipment and Radio Gear

Project Cost: \$18,000  
Funding Source: Asset Seizure

Purchase equipment.

# Police Department-19

## Traffic Laser Radar Equipment

Project Cost: \$20,000  
Funding Source: Police Impact Fee

Purchase equipment.

## Vehicle to Tow Police Boats

Project Cost: \$35,000  
Funding Source: Asset Seizure

Purchase vehicle.

# Police Department-19

## Success Indicators

CIP Project(s)	Performance Benchmarks	2011-12 1-yr Goal	2011-12 1 <sup>st</sup> Qtr. Target	2011-12 2 <sup>nd</sup> Qtr. Target	2011-12 3 <sup>rd</sup> Qtr. Target	2011-12 4 <sup>th</sup> Qtr. Target
<b>2.19.a: Automatic Vehicle Locator</b>						
	Purchase	100%	*	100%	*	*
<b>2.19.b: Closed Circuit Television (CCTV) Cameras</b>						
	Additional locations installation	100%	25%	50%	75%	100%
	Provide monitoring 24 hours per day	100%	25%	50%	75%	100%
<b>2.19.c: License Plate Reader</b>						
	Purchase	100%	*	100%	*	*
<b>2.19.d: Safety Equipment</b>						
	Purchase	100%	25%	50%	75%	100%
<b>2.19.e: Southside Substation</b>						
	Design	100%	25%	50%	75%	100%
	Construction	100%	25%	50%	75%	100%
<b>2.19.f: SWAT Equipment and Radio Gear</b>						
	Purchase	100%	50%	100%	*	*
<b>2.19.g: Traffic Laser Radar Equipment</b>						
	Purchase	100%	50%	100%	*	*
<b>2.19.h: Vehicle to Tow Police Boats</b>						
	Purchase	100%	*	100%	*	*

1. Maintain and Enhance The Physical Environment
2. Promote a Safe and Secure Community
3. Promote Economic Vitality
4. Promote Sustainable Communities
5. Promote Effective Government

 = Performance Benchmarks  
 = Work Completion Targets  
 \* = Work Completed

# Police Department-19

## CIP Overview

### TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2010-11 Adopted	FY2010-11 Carry-forward	FY2011-12 Adopted	FY2012-13 Proposed	FY2013-14 Proposed	FY2014-15 Proposed	FY2015-16 Proposed	5 Year Total
<b>SOURCES BY FUND</b>								
Capital Outlay Fund-2001	204,945		530,000	500,000				1,030,000
State Asset Seizure Fund-1004	168,182	61,959	96,959					96,959
Impact Fees Police-2114	21,379	20,000	120,000					120,000
Grants - JAG I	536,808	279,969	279,969					279,969
Grants - JAG II	128,419	30,677	30,677					30,677
<b>Sources Total</b>	<b>1,059,733</b>	<b>392,605</b>	<b>1,057,605</b>	<b>500,000</b>				<b>1,557,605</b>
<b>USES BY PROJECT</b>								
Automatic Vehicle Locator System			50,000					50,000
Closed Circuit Television Camera	309,668		30,000					30,000
License Plate Reader (LRD)			50,000					50,000
Professional Services	19,200	43,959	43,959					43,959
Safety Equipment JAG I Grant	536,808	279,969	279,969					279,969
Safety Equipment JAG II Grant	128,419	30,677	30,677					30,677
Southside Substation			500,000	500,000				1,000,000
SWAT Equipment & Radio Gear	18,000	18,000	18,000					18,000
Traffic Laser Radar Equipment	20,000	20,000	20,000					20,000
Vehicle to Tow Police Boats			35,000					35,000
<b>USES BY PROJECT TOTAL</b>	<b>1,059,733</b>	<b>392,605</b>	<b>1,057,605</b>	<b>500,000</b>				<b>1,557,605</b>
<b>USES BY ORG CODE</b>								
Capital Outlay Police-20191021	204,945		530,000	500,000				1,030,000
Asset Seizure Fund-10491521	168,182	61,959	96,959					96,959
Impact Fees Police-21491021	21,379	20,000	120,000					120,000
Grants - JAG I - 10693031	536,808	279,969	279,969					279,969
Grants - JAG II - 10693031	128,419	30,677	30,677					30,677
<b>TOTAL CIP BUDGET</b>	<b>1,059,733</b>	<b>392,605</b>	<b>1,057,605</b>	<b>500,000</b>				<b>1,557,605</b>

**Richmond**  
2011/12-2015/16 Capital Improvement Program

**Project Description Report**

Project Name:	Automatic Vehicle Locator (AVL) System Purchase	
Project Manager:	Chuck Whitney	
Department Responsible:	Police	
Project Description:	<p>Automatic vehicle locator (AVL) is a means for automatically determining the geographic location of a vehicle and transmitting the information to a requester. Automatic Vehicle Location (AVL) provides up-to-date location information for emergency vehicles. The AVL system consists of a GPS receiver on the police vehicle, a communications link between the vehicle and the dispatcher, and pc-based tracking software for dispatch.</p> <p>Project ID: New                  Project Location: Installed in Police Vehicles                  Estimated Operation and Maintenance Cost: \$0                  Project Intent: Quicker crime resolution through faster data transmission                  Project Type: Equipment new and replacement                  Estimated Start Date: 07/01/2011                  Estimated Completion Date: 06/30/2012</p>	
Justification:	By installing AVL, we will reduced response time by routing the closest available unit to services calls, and provide emergency assistance to officers in need without the need for radio communications.	
Total Estimated Cost:	\$50,000	



Source Of Funding						
Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
2114	Public Facility Impact Fee - Police	\$50,000	\$0	\$0	\$0	\$0

**Richmond**  
**2011/12-2015/16 Capital Improvement Program**

**Project Description Report**

<b>Project Name:</b>	Closed Circuit Television Cameras (CCTV)	
<b>Project Manager:</b>	Chuck Whitney	
<b>Department Responsible:</b>	Police	
<b>Project Description:</b>	<p>A growing trend in both large and small communities is the utilization of video cameras to deter, detect, and successfully prosecute street-level criminal activity, including activities like illegal dumping and graffiti.</p> <p>This project includes the placement of fixed cameras wired into the streetscape infrastructure, designating wireless CCTV cameras at crime “hotspots,” and video monitors with digital recording equipment.</p> <p>FY2011-12 is a transfer-in of \$30,000 from the North Richmond Mitigation Fund to the General Capital Fund for the CCTV project.</p> <p>Project ID: 04A02  Project Location: Various locations  Project Intent: Compliance to mandate  Project Type: Equipment new and replacement  Estimated Start Date: 07/01/2011  Estimated Completion Date: 06/30/2012</p>	
<b>Justification:</b>	The proposed investment addresses two very important strategic goals. It will assist in maintaining and enhancing the physical environment. It will also assist in promoting a safe and secure community. A reduction of blight in the community will be realized. Violent crime should be deterred in the identified “hotspots.”	
<b>Total Estimated Cost:</b>	\$30,000	

Source Of Funding			
Fund No	Fund Name	FY2011-12	FY2012-13
		FY2013-14	FY2014-15
		FY2015-16	
2001	General Capital Fund	\$0	\$0
		\$30,000	\$0

**Richmond**  
**2011/12-2015/16 Capital Improvement Program**

**Project Description Report**

Project Name:	License Plate Reader					
Project Manager:	Chuck Whitney					
Department Responsible:	Police					
Project Description:	<p>Purchase and install automatic license plate readers in several patrol vehicles, to enhance our ability to detect stolen vehicles. Second only to burglary, vehicle theft is the fastest growing property crime in the City of Richmond.</p> <p>Project ID: New                  Project Location: Several patrol vehicles                  Estimated Operation and Maintenance Cost: \$0                  Estimated Start Date: 07/01/2011                  Estimated Completion Date: 06/30/2012</p>					
Justification:	This project will first improve officer safety, and enhance officer ability to detect and locate stolen vehicles.					
Total Estimated Cost:	\$50,000					
<b>Source Of Funding</b>						
<b>Fund No</b>	<b>Fund Name</b>	<b>FY2011-12</b>	<b>FY2012-13</b>	<b>FY2013-14</b>	<b>FY2014-15</b>	<b>FY2015-16</b>
2114	Public Facility Impact Fee - Police	\$50,000	\$0	\$0	\$0	\$0

**Richmond**  
2011/12-2015/16 Capital Improvement Program

**Project Description Report**

Project Name:	Safety Equipment for Officers
Project Manager:	Eugene McBride
Department Responsible:	Police
Project Description:	<p>Purchase of safety equipment for new Police Officers which includes: Handguns, Ballistic Vests, DNA Test Kits, and Traffic Safety Speed Readers.</p> <p>Project ID: 24E01 and 24H01                      Project Location: N/A                      Estimated Operation and Maintenance Cost: \$0                      Project Intent: Compliance to mandate                      Project Type: Equipment new and replacement                      Estimated Start Date: 7/1/2009                      Estimated Completion Date: 10/31/2011</p>
Justification:	Safety.
Total Estimated Cost:	\$310,646



Source Of Funding						
Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
GRANT	Police JAG Grant I - US Department of Justice	\$279,969	\$0	\$0	\$0	\$0
GRANT2	Police JAG Grant II - US Department of Justice	\$30,677	\$0	\$0	\$0	\$0

**Richmond**  
**2011/12-2015/16 Capital Improvement Program**

**Project Description Report**

Project Name:	Southside Substation Police					
Project Manager:	Chuck Whitney					
Department Responsible:	Police					
Project Description:	<p>New Southern District police substation. Work at the substation will require a minimum of three offices, report writing room, and storage for equipment and bicycles. Additionally, space for a conference room with the ability to host 25 people is highly desired.</p> <p>Project ID: New          Project Location: To be determined          Estimated Start Date: 07/01/2011          Estimated Completion Date: 06/30/2013</p>					
Justification:						
Total Estimated Cost:	\$1,000,000					
<b>Source Of Funding</b>						
<b>Fund No</b>	<b>Fund Name</b>	<b>FY2011-12</b>	<b>FY2012-13</b>	<b>FY2013-14</b>	<b>FY2014-15</b>	<b>FY2015-16</b>
2001	General Capital Fund	\$500,000	\$500,000	\$0	\$0	\$0

# Richmond

## 2011/12-2015/16 Capital Improvement Program

### Project Description Report

Project Name:	SWAT Equipment and Radio Gear	
Project Manager:	Chuck Whitney	
Department Responsible:	Police	
Project Description:	Purchase SWAT Equipment and Radio Gear. Estimated Start Date: 07/01/2011 Estimated Completion Date: 06/30/2012	
Justification:	Safety for Police Officers.	
Total Estimated Cost:	\$18,000	



Source Of Funding						
Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
1004	Asset Seizure	\$18,000	\$0	\$0	\$0	\$0

**Richmond**  
2011/12-2015/16 Capital Improvement Program

**Project Description Report**

Project Name:	Traffic Laser Radar Equipment		
Project Manager:	Margaret Frid		
Department Responsible:	Police		
Project Description:	Purchase traffic laser radar equipment. Project ID: New Estimated Start Date: 07/01/2011 Estimated Completion Date: 06/30/2012		
Justification:	Public safety.		
Total Estimated Cost:	\$20,000		



Source Of Funding						
Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
2114	Public Facility Impact Fee - Police	\$20,000	\$0	\$0	\$0	\$0

**Richmond**  
2011/12-2015/16 Capital Improvement Program

**Project Description Report**

Project Name:	Vehicle to Tow Police Boats		
Project Manager:	Margaret Frid		
Department Responsible:	Police		
Project Description:	Purchase vehicle to tow police boats. Project ID: New Estimated Start Date: 07/01/2011 Estimated Completion Date: 06/30/2012		
Justification:			
Total Estimated Cost:	\$35,000		



Source Of Funding						
Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
1004	Asset Seizure	\$35,000	\$0	\$0	\$0	\$0



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## Fire Department-20



Above Ground Fuel Tanks



Apparatus Garages



Rewiring of Data and  
Emergency Alerting Systems

**Mission:** *The Richmond Fire Department exists to protect people, property, and the environment from the harmful effects of fire, hazardous materials, and natural acts and to provide emergency medical care. We strive to promote safety, to prevent adverse occurrences, and when incidents occur, to minimize harm through effective action. As members of the Richmond community, uniquely trained and equipped, we are committed to providing prompt, efficient and courteous service at all times. We seek opportunities to serve the community and strive to provide the most effective prevention, public education, preparedness, and emergency response services.*

### Overview

The Fire Department Capital Improvement Plan (CIP) supports our mission by helping to finance new fire stations, remodel current fire stations and purchase new fire equipment.

The objective of the Fire Department CIP is to provide for facilities and equipment that support our firefighting personnel and assist in the delivery of excellent emergency services to our community.

Some of the planned projects for the fire stations include the installation of above ground fuel tanks, rewiring of fire station data and emergency alerting systems, fire apparatus garages, gender specific modifications and the building of a new fire station.



Proposed Fire Station 66

# Fire Department-20

## Plan Highlights

### Fire Station 61 Roof Replacement

Project Cost: \$189,724  
 Funding Source: Recovery Zone Economic Development Bond

Replace old roof at Fire Station 61 located at 140 W. Richmond Avenue.

### Fire Station 67 Gender Specific Dormitories

Project Cost: \$217,984  
 Funding Source: Recovery Zone Economic Development Bond

Construction of interior remodeling and building addition to accommodate gender specific dormitories, and to renovate the 60 year old kitchen at Station 67.

### Fire Station 68 Gender Specific Restroom

Project Cost: \$69,330  
 Funding Source: Recovery Zone Economic Development Bond

Construction of interior remodeling and building addition to accommodate gender specific restroom facilities.

## Success Indicators

CIP Project(s)	Performance Benchmarks	2011-12 1-yr Goal	2011-12 1 <sup>st</sup> Qtr. Target	2011-12 2 <sup>nd</sup> Qtr. Target	2011-12 3 <sup>rd</sup> Qtr. Target	2011-12 4 <sup>th</sup> Qtr. Target
<b>2.20.a: Fire Station 61 Roof Replacement</b>	Construction	100%	*	50%	100%	*
	Construction	100%	25%	50%	75%	100%
<b>2.20.c: Fire Station 68 Gender Specific Restroom</b>	Construction	75%	*	25%	50%	75%

1. Maintain and Enhance The Physical Environment
2. Promote a Safe and Secure Community
3. Promote Economic Vitality
4. Promote Sustainable Communities
5. Promote Effective Government

 = Performance Benchmarks  
 = Work Completion Targets  
 \* = Work Completed

# Fire Department-20 CIP Overview

## TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2010-11 Adopted	FY2010-11 Actual	FY2010-11 Carry-forward	FY2011-12 Adopted	FY2012-13 Proposed	FY2013-14 Proposed	FY2014-15 Proposed	FY2015-16 Proposed	Total
	3/30/2011								
<b>SOURCES BY FUND</b>									
Capital Outlay Fund-2001	9,950								
Impact Fees Fire-2113	9,950								
Recovery Zone Economic Development Bond (RZEBD)	1,289,680	69,847	477,038	477,038					1,289,680
Unfunded									
<b>SOURCES TOTAL</b>	<b>1,309,580</b>	<b>69,847</b>	<b>477,038</b>	<b>477,038</b>					<b>1,289,680</b>
<b>USES BY PROJECT</b>									
Fire Station 61 Roof Replacement	200,000	5,224	189,724	189,724					200,000
Fire Station 67 Gender Specific Dormitories and Kitchen Rehabilitation	250,000	7,813	217,984	217,984					250,000
Fire Station 68 Gender Specific Restroom Facilities	839,680	56,810	69,330	69,330					839,680
Fire Stations, 62 Re-roof	9,950								
Fire Stations 64 Re-roof	9,950								
<b>USES BY PROJECT TOTAL</b>	<b>1,309,580</b>	<b>69,847</b>	<b>477,038</b>	<b>477,038</b>					<b>1,289,680</b>
<b>USES BY ORG CODE</b>									
Capital Outlay Fire-20101022	9,950								
Impact Fees Fire-21301022	9,950								
Recovery Zone Economic Development Bond (RZEBD)	1,289,680	69,847	477,038	477,038					1,289,680
Unfunded									
<b>TOTAL CIP BUDGET</b>	<b>1,309,580</b>	<b>69,847</b>	<b>477,038</b>	<b>477,038</b>					<b>1,289,680</b>

FY2011-12 CIP Budget

**Richmond**  
2011/12-2015/16 Capital Improvement Program

**Project Description Report**

Project Name:	Station 61 Roof Replacement		
Project Manager:	Yader Bermudez		
Department Responsible:	Fire		
Project Description:	Replace old leaking roof at Fire Station 61 located at 140 W. Richmond Avenue. Project ID: 05A03 Project Location: Fire Station 61 - 140 W Richmond Avenue Estimated Start Date: 07/01/2011 Estimated Completion Date: 06/30/2012		
Justification:	The existing old roof at RFD Station 61 is badly leaking which is creating considerable roof and wall damage at the facility.		
Total Estimated Cost:	\$189,724		



Source Of Funding						
Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
RZEBD	Recovery Zone Economic Development Bond	\$189,724	\$0	\$0	\$0	\$0

**Richmond**  
**2011/12-2015/16 Capital Improvement Program**

**Project Description Report**

Project Name:	Fire Station 67 Gender Specific Dormitories and Kitchen Rehabilitation		
Project Manager:	Yader Bermudez		
Department Responsible:	Fire		
Project Description:	Construction of interior remodeling and building addition to accommodate gender specific dormitories and to renovate the 60 year old kitchen at Station 67. Project ID: 05B03 Project Location: Fire Station #67 - 1131 Cutting Blvd. Estimated Start Date: 07/01/2011 Estimated Completion Date: 06/30/2012		
Justification:	This project will provide gender specific dormitory accommodations and renovate the 60 year old kitchen within Fire Station 67.		
Total Estimated Cost:	\$217,984		



Source Of Funding						
Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
RZEBD	Recovery Zone Economic Development Bond	\$217,984	\$0	\$0	\$0	\$0

**Richmond**  
**2011/12-2015/16 Capital Improvement Program**

**Project Description Report**

Project Name:	Fire Station 68 Gender Specific Restroom Facilities		
Project Manager:	Yader Bermudez		
Department Responsible:	Fire		
Project Description:	To comply with gender specific restroom facilities mandates		
	Project ID:	05C03	
	Project Location:	Fire Station 68 - 2904 Hilltop Drive	
	Estimated Start Date:	01/01/2011	
	Estimated Completion Date:	06/30/2012	
Justification:	Improve the appearance and operation of this City's Fire Department facility.		
Total Estimated Cost:	\$69,330		

Source Of Funding						
Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
RZEBD	Recovery Zone Economic Development Bond	\$69,330	\$0	\$0	\$0	\$0

# Library & Cultural Services Department-24

## Community Services



Westside Branch Library



Branch Library Improvements

**Mission:** *the Richmond Public Library provides outstanding and diverse materials and services to help our community meet their personal, cultural, educational and professional needs. The Library is committed to supporting a lifelong enjoyment of reading and learning.*

### Overview

The Library Capital Improvement Plan (CIP) provides funding for renovation of existing facilities and planning and construction for a new main library.

In August 2005, the Council approved a Library Impact Fee (Ordinance No. 24-05, N. S.) to be used to finance only the purchase of new library materials and costs associated with new library capital improvements to expand or construct new facilities.

# Library & Cultural Services Department-24

## Community Services

### Plan Highlights

#### Desktop Computers

Project Cost: \$50,000  
 Funding Source: Library Impact Fee

Upgrade existing public access computers in both branch libraries from a Linux based open source system to MS Windows based system. Purchase of new computer hardware, time and print management software, and coin and bill acceptors. The new computers will include productivity software for patron use.

#### Back-up Generator to Main Library Computer Server Room

Project Cost: \$50,000  
 Funding Source: General Capital Outlay

Connect existing back-up generator to the Main Library Computer Server Room to maintain servers supporting the Richmond Police Department, CCTV, Communication Systems and Outlook mail servers during power outages.

### Success Indicators

CIP Project(s)	Performance Benchmarks	2011-12	2011-12	2011-12	2011-12	2011-12
		1-yr Goal	1 <sup>st</sup> Qtr. Target	2 <sup>nd</sup> Qtr. Target	3 <sup>rd</sup> Qtr. Target	4 <sup>th</sup> Qtr. Target
<b>2.24.a: Desktop Computers</b>						
	Equipment Purchase	100%	0%	100%	*	*
<b>2.24.b: Back-up Generator to Main Library Computer Server Room</b>						
	Installation	100%	0%	50%	100%	*

1. **Maintain and Enhance The Physical Environment**
2. **Promote a Safe and Secure Community**
3. **Promote Economic Vitality**
4. **Promote Sustainable Communities**
5. **Promote Effective Government**

= Performance Benchmarks  
 = Work Completion Targets  
 \* = Work Completed

# Library and Cultural Services Department-24 CIP Overview

TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2010-11 Adopted	FY2010-11 Actual 3/30/2011	FY2011-12 Adopted	FY2012-13 Proposed	FY2013-14 Proposed	FY2014-15 Proposed	FY2015-16 Proposed	5 Year Total
<b>SOURCES BY FUND</b>								
Capital Outlay Fund-2001	118,000	95,219	50,000					50,000
Library Impact Fee-2117	60,000	49,767	50,000					50,000
<b>SOURCES TOTAL</b>	<b>178,000</b>	<b>144,986</b>	<b>100,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>100,000</b>
<b>USES BY PROJECT</b>								
Civic Center Library Roof	118,000	95,219						
Computer Hardware	60,000	49,767						
Branch Library Public Access Computer Upgrade			50,000					50,000
Main Library Back-up Generator in Server Room			50,000					50,000
<b>USES BY PROJECT TOTAL</b>	<b>178,000</b>	<b>144,986</b>	<b>100,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>100,000</b>
<b>USES BY ORG CODE</b>								
Capital Outlay Library-20141055	118,000	95,219	50,000					50,000
Library Impact Fee-21741055	60,000	49,767	50,000					50,000
Unfunded								
<b>TOTAL CIP BUDGET</b>	<b>178,000</b>	<b>144,986</b>	<b>100,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>100,000</b>

## FY2010-11 CIP Budget

**Richmond**  
**2011/12-2015/16 Capital Improvement Program**

**Project Description Report**

Project Name:	Refresh Branch Libraries		
Project Manager:	Wylendia Eastman		
Department Responsible:	Library and Cultural Services		
Project Description:	<p>Upgrade existing public access computers in both branch libraries from a Linux based open source system to MS Windows based system. Purchase of new computer hardware, time and print management software, and coin and bill acceptors. The new computers will include productivity software for patron use.</p> <p>Estimated Start Date: 08/01/2011                  Estimated Completion Date: 01/01/2012</p>		
Justification:	The current public access computers require upgrades for speed as well operating system upgrades for use by patrons when completing online government documents, resumes and job applications.		
Total Estimated Cost:	\$50,000		

Source Of Funding						
Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
2117	Library Impact Fee	\$50,000	\$0	\$0	\$0	\$0

# Richmond

## 2011/12-2015/16 Capital Improvement Program

### Project Description Report

<b>Project Name:</b>	Main Library Back-up Generator					
<b>Project Manager:</b>	Yader Bermudez					
<b>Department Responsible:</b>	Library and Cultural Services					
<b>Project Description:</b>	<p>Connect existing back-up generator to the Main Library Computer Server Room to maintain servers supporting the Richmond Police Department, CCTV, Communication Systems and Outlook mail servers during power outages.</p> <p>Project ID: 09B01                  Project Location: 325 Civic Center Plaza                  Estimated Operation and Maintenance Cost: \$0                  Project Intent: Maintain existing asset                  Project Type: Public facilities new and renovation                  Estimated Start Date: 10/01/2011                  Estimated Completion Date: 03/31/2012</p>					
<b>Justification:</b>	It will maintain power to the various City and Police Department communication systems.					
<b>Total Estimated Cost:</b>	\$50,000					
<b>Source Of Funding</b>						
<b>Fund No</b>	<b>Fund Name</b>	<b>FY2011-12</b>	<b>FY2012-13</b>	<b>FY2013-14</b>	<b>FY2014-15</b>	<b>FY2015-16</b>
2001	General Capital Fund	\$50,000	\$0	\$0	\$0	\$0





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# Recreation Department-25

## Community Services



**Youth Participants  
Helping in the Park**



**Renovation for Quality, Clean,  
Safe Community Facilities**



**Special Events**

**Mission:** *The Richmond Recreation Department is dedicated to improving the quality of life in Richmond by celebrating the diversity of our residents and building understanding through interactions in our recreation programs, parks, facilities, and cultural events. The department is committed to providing the highest quality recreation, parks, programs, and services at a good value to our customers.*

### Overview

The function of the Recreation Department is to provide recreation programs and services for all ages and abilities at City community centers and City parks.

Clean, functional, safe and attractive facilities and parks are necessary components of our recreation programs and services. These components improve the community through leisure, wellness, education and socialization which assist in the efforts to mitigate crime and violence in the community.

The City has fourteen community centers and fifty-nine City Parks. We provide programs in youth sports, youth activities, aquatics, special events, and adult activities. Additionally, facilities and parks are available for public use to celebrate a diversity of activities. Over the next five years our plan is to improve all of our recreation facilities to meet today's standards for quality recreation services.

# Recreation Department-25

## CIP Overview

### TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2010-11 Adopted	FY2010-11 Actual 3/31/2011	FY2011-12 Adopted	FY2012-13 Proposed	FY2013-14 Proposed	FY2014-15 Proposed	FY2015-16 Proposed	5 Year Total
<b>SOURCES BY FUND</b>								
Capital Outlay Fund-2001	51,388							-
Impact Fees Recreation-2115	134,451							-
Unfunded								-
<b>SOURCES TOTAL</b>	<b>185,839</b>							<b>-</b>
<b>USES BY PROJECT</b>								
Kennedy Swim Center Landscaping	134,451							-
Paratransit Vehicle City Match	51,388							-
<b>USES BY PROJECT TOTAL</b>	<b>185,839</b>							<b>-</b>
<b>USES BY ORG CODE</b>								
Capital Outlay Recreation- 20151051	51,388							-
Impact Fee Recreation-21551051	134,451							-
Unfunded								-
<b>TOTAL CIP BUDGET</b>	<b>185,839</b>							<b>-</b>

### FY2011-12 CIP Budget

# The Port of Richmond-28



Port of Richmond

**Mission:** *Develop, construct, maintain, and operate the City-owned port facilities to obtain the maximum financial benefit to the City of Richmond; comply with government mandates including health, safety, and security; improve operational efficiency; and fulfill contractual obligations.*

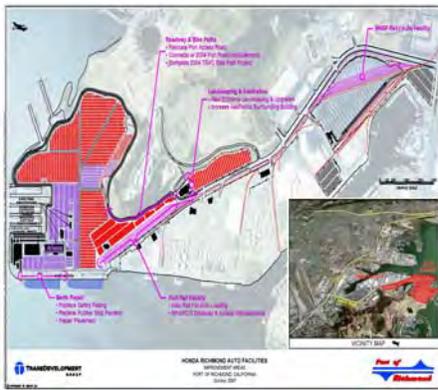
### Overview

The Port of Richmond manages five marine terminal facilities that encompass approximately 200 acres. Each facility reaches various stages of its service life and requires maintenance and/or upgrade.

The main objective of this Capital Improvement Plan (CIP) is to establish and implement a long-term investment plan for property acquisition, development and maintenance of Port facilities. To achieve this objective, a consultant has been retained to develop a business plan that will maximize revenue.

The Port used the following evaluation criteria for its projects to be included in the CIP:

- Financial Benefit to the City
- Government Mandates
- Health/Safety/Security
- Improve Operational Efficiency
- Contractual Obligation



Honda Port of Entry at Point Potrero Marine Terminal



Terminal 3 Port Office Building Upgrade

# The Port of Richmond-28

## Plan Highlights

### Bay Trail

Project Cost: \$692,000  
Funding Source: Grants

The project includes design and construction of 2.3-mile segment of the Bay Trail within the Richmond Historic Shipyard No. 3. The Port was recently awarded grants by the California State Coastal Conservancy, ABAG and Caltrans for the construction of the segment of the Bay Trail.

### Berth Dredging

Project Cost: \$1,058,844  
Funding Source: Harbor Fund

This project consists of conducting dredge material testing, obtaining permits for dredging and the legal disposal of sediments at a designated site. The Port is contractually obligated to maintain the berthing depth at each terminal so that the vessels can safely berth at the marina terminals.

### Fiber Optic Network

Project Cost: \$4,310,504  
Funding Source: American Recovery and Reinvestment Act of 2009 – Port Security Grant Program

This project will construct a telecommunications network to interconnect the Port of Richmond's facilities and the inner harbor terminals with first responders and the City's Emergency Operations Center. The purpose is to improve secure communications while bypassing the traditional telecommunications providers. The network will be based on fiber optic cable installed in new conduits and existing conduits previously placed in other capital improvement projects. The fiber's route will commence at the Point Potrero Marine Terminal and be routed to the Port's main office, then north along Harbour Way, east along Macdonald Avenue, north along 23<sup>rd</sup> Street, and east along Barrett Avenue to termination at the Civic Center. The network will be based on the Ethernet protocol operating at a minimum bandwidth of 1 Gb/s.

### Integrated Video Surveillance System

Project Cost: \$3,018,027  
Funding Source: Grant

Additional perimeter camera surveillance system will be added to support the current system and to complete the entire surveillance system at the Port facilities in order to monitor both land and water access to the Port of Richmond. This will form the infrastructure to tie together all of the existing surveillance camera systems and intrusion detection system and future security systems through the Port into one centralized and secured police dispatch center.

# The Port of Richmond-28

## Lighting Improvements Point Potrero Marine Terminal (PPMT)

Project Cost: \$2,650,000

Funding Source: Grant

Upgrade security lighting by installing new dark sky high mask security lighting and associated equipment at PPMT to improve perimeter security as well as complying with Cal-OSHA requirements.

## Marina Dredging

Project Cost: \$2,100,000

Funding Source: Marina Fund

This project consists of conducting dredge material testing, obtaining permits for dredging and the legal disposal of sediments at a designated site. The Port is contractually obligated to maintain the berthing depth at each terminal so that the vessels can safely berth at the marina terminals.

## Railroad Improvements Quiet Zones

Project Cost: \$1,050,000

Funding Source: Port Revenue

Installation of gates and flashers, constant warning time, wayside horns, curb work and associated pavement markings and signage at two public crossings (Wharf Street and Canal Street) and six private crossings at PPMT.

## Subaru Building 4 Rehab Project

Project Cost: \$700,000

Funding Source: Port Revenue

Reestablishing the accessory and vehicle repair work stations to accommodate proposed work flow.

## Terminal 3 Port Office Building Upgrade

Project Cost: \$3,237,300

Funding Source: Port Revenue/Grant

This project consists of remodeling existing offices, adding two floors of new office space above the metal canopy over the container truck inspection bay, installing an elevator for ADA compliance, and replacing a below-ground truck scale. The addition will provide the much-needed space for current and future Port staff and our tenants. The second floor addition will also function as an incident command center in case of emergency. The control tower structure is currently housing the Port administration and engineering offices and offices for the Port tenants.

# The Port of Richmond-28

## Success Indicators

CIP Project(s)	Performance Benchmarks	2011-12 1-yr Goal	2011-12 1 <sup>st</sup> Qtr. Target	2011-12 2 <sup>nd</sup> Qtr. Target	2011-12 3 <sup>rd</sup> Qtr. Target	2011-12 4 <sup>th</sup> Qtr. Target
<b>3.28.a: Bay Trail Shipyard No. 3</b>						
	Permits	100%	100%	*	*	*
	Construction	100%	100%	*	*	*
<b>3.28.b: Berth Dredging</b>						
	Design/Engineering	100%	100%	*	*	*
	Permits	100%	100%	*	*	*
	Construction	100%	100%	*	*	*
<b>3.28.c: Fiber Optic Network</b>						
	Design Program Management	100%	15%	65%	90%	100%
	Equipment	100%	*	20%	90%	100%
	Construction	100%	*	60%	90%	100%
<b>3.28.d: Integrated Video Surveillance System</b>						
	Design	100%	100%	*	*	*
	Permits	100%	100%	*	*	*
	Construction	100%	100%	*	*	*
<b>3.28.e: Lighting Improvements Point Potrero Marine</b>						
	Permits	100%	100%	*	*	*
	Construction	100%	100%	*	*	*
<b>3.28.f: Marina Dredging</b>						
	Design/Engineering	100%	100%	*	*	*
	Permits	100%	100%	*	*	*
	Construction	100%	100%	*	*	*

1. Maintain and Enhance The Physical Environment
2. Promote a Safe and Secure Community
3. Promote Economic Vitality
4. Promote Sustainable Communities
5. Promote Effective Government

	= Performance Benchmarks
	= Work Completion Targets
*	= Work Completed

# The Port of Richmond-28

## Success Indicators

CIP Project(s)	Performance Benchmarks	2011-12 1-yr Goal	2011-12 1 <sup>st</sup> Qtr. Target	2011-12 2 <sup>nd</sup> Qtr. Target	2011-12 3 <sup>rd</sup> Qtr. Target	2011-12 4 <sup>th</sup> Qtr. Target
<b>3.28.g: Railroad Improvements Quiet Zones</b>						
	Design	100%	100%	*	*	*
	Permits	100%	100%	*	*	*
	Construction	75%	25%	25%	25%	TBA
<b>3.28.h: Subaru Building 4 Rehab Project</b>						
	EIR	100%	100%	*	*	*
	Design Consultant Contract	100%	100%	*	*	*
	Construction Design	100%	100%	*	*	*
	Permits	100%	100%	*	*	*
	Construction	100%	75%	25%	*	*
<b>3.28.i: Terminal 3 Port Office Building Upgrade</b>						
	Construction Design	100%	100%	*	*	*
	Permits	100%	100%	*	*	*
	Construction	100%	20%	30%	40%	10%

1. **Maintain and Enhance The Physical Environment**
2. **Promote a Safe and Secure Community**
3. **Promote Economic Vitality**
4. **Promote Sustainable Communities**
5. **Promote Effective Government**

 = Performance Benchmarks  
 = Work Completion Targets  
 \* = Work Completed

# Port Operations Department-28

## CIP Overview

### TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2010-11 Adopted	FY2010-11 Actual	FY2010-11 Carry-forward	FY2011-12 Adopted	FY2012-13 Proposed	FY2013-14 Proposed	FY2014-15 Proposed	FY2015-16 Proposed	5 Year Total
	3/31/2011								
<b>SOURCES BY FUND</b>									
Port Operations CIP Division-4001	2,000,000	214,904	1,435,759	1,750,000	1,000,000				2,750,000
Port Capital Financing	8,816,540	5,125,079	751,000	751,000					751,000
Port Grants	14,458,420	154,561	13,907,831	13,907,831					13,907,831
Harbor Fund-2007	1,058,844		1,058,844	1,058,844					1,058,844
Marina Fund-4005	2,100,000		2,100,000	2,100,000					2,100,000
<b>SOURCES TOTAL</b>	<b>28,433,804</b>	<b>5,494,544</b>	<b>19,253,434</b>	<b>19,567,675</b>	<b>1,000,000</b>				<b>20,567,675</b>
<b>USES BY PROJECT</b>									
Bay Trail Shipyard No. 3	692,000		692,000	692,000					692,000
Berth Dredging	1,058,844		1,058,844	1,058,844					1,058,844
Fiber Optic Network	4,310,504		4,310,504	4,310,504					4,310,504
Honda Port of Entry at the Point Potrero Mari	5,771,329	3,220,162	580,000	580,000					580,000
Integrated Video Surveillance System	3,018,027		3,018,027	3,018,027					3,018,027
Lighting Improvements Point Potrero Marine	2,650,000		2,650,000	2,650,000					2,650,000
Marina Dredging	2,100,000		2,100,000	2,100,000					2,100,000
Port Rail Corridor Facilities	2,295,211	1,904,917	171,000	171,000					171,000
Railroad Improvements Quiet Zones	1,000,000	214,904	735,759	1,050,000	1,000,000				2,050,000
Subaru Building 4 Rehab Project	750,000		700,000	700,000					700,000
Terminal 2 Timber Wharf Replacement	1,000,000								-
Terminal 3 Port Office Building Upgrade	3,787,889	154,561	3,237,300	3,237,300					3,237,300
<b>USES BY PROJECT TOTAL</b>	<b>28,433,804</b>	<b>5,494,544</b>	<b>19,253,434</b>	<b>19,567,675</b>	<b>1,000,000</b>				<b>20,567,675</b>
<b>USES BY ORG CODE</b>									
Port Operations CIP Division-40183080	2,000,000	214,904	1,435,759	1,750,000	1,000,000				2,750,000
Port Capital Financing	8,816,540	5,125,079	751,000	751,000					751,000
Port Grants	14,458,420	154,561	13,907,831	13,907,831					13,907,831
Harbor Fund-20783080	1,058,844		1,058,844	1,058,844					1,058,844
Marina Fund-40583080	2,100,000		2,100,000	2,100,000					2,100,000
<b>TOTAL CIP BUDGET</b>	<b>28,433,804</b>	<b>5,494,544</b>	<b>19,253,434</b>	<b>19,567,675</b>	<b>1,000,000</b>				<b>20,567,675</b>

### FY2011-12 CIP Budget

# Richmond

## 2011/12-2015/16 Capital Improvement Program

### Project Description Report

<b>Project Name:</b>	Bay Trail Shipyard No. 3	
<b>Project Manager:</b>	Michael Williams	
<b>Department Responsible:</b>	Port	
<b>Project Description:</b>	<p>The project includes design and construction of 2.3-mile segment of the Bay Trail within the Richmond Historic Shipyard No. 3. The Port was recently awarded grants by the California State Coastal Conservancy, ABAG and Caltrans for the construction of the segment of the Bay Trail.</p> <p>Project ID: 28A01            Project Location: Foot of Canal Blvd.            Estimated Operation and Maintenance Cost: \$0            Project Intent: Public facilities new and renovations            Estimated Start Date: 08/01/2008            Estimated Completion Date: 06/30/2012</p>	
<b>Justification:</b>	Completion of this project will provide public access to Rosie the Riveter and Home Front National Historical Park within Point Potrero Marine Terminal.	
<b>Total Estimated Cost:</b>	\$692,000	



Source Of Funding						
Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
Port3	ABAG - Association of Bay Area Governments	\$289,000	\$0	\$0	\$0	\$0
Port2	California State Coastal Conservancy	\$53,000	\$0	\$0	\$0	\$0
Port4	Caltrans Grant	\$350,000	\$0	\$0	\$0	\$0

# Richmond

## 2011/12-2015/16 Capital Improvement Program

### Project Description Report

Project Name:	Berth Dredging	
Project Manager:	Michael Williams	
Department Responsible:	Port	
Project Description:	<p>The project consists of conducting dredge material testing, obtaining permits, and dredging and the legal disposal of sediments at a designated site.</p> <p>Project ID: 08B01</p> <p>Project Location: Port properties</p> <p>Estimated Operation and Maintenance Cost: \$0</p> <p>Project Intent: Compliance to mandate</p> <p>Project Type: Public facilities new and renovations</p> <p>Estimated Start Date: 07/01/2011</p> <p>Estimated Completion Date: 06/30/2012</p>	
Justification:	The Port is contractually obligated to maintain the berthing depth at each terminal so that vessels can safely berth at the terminal.	
Total Estimated Cost:	\$1,058,844	

Source Of Funding						
Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
HARBOR	Harbor Fund	\$1,058,844	\$0	\$0	\$0	\$0

# Richmond

## 2011/12-2015/16 Capital Improvement Program

### Project Description Report

<b>Project Name:</b>	Fiber Optic Network PPMT					
<b>Project Manager:</b>	Michael Williams					
<b>Department Responsible:</b>	Port					
<b>Project Description:</b>	<p>Improvements to the existing CCTV system at the Port public terminals include installation of fiber optic cables and infrastructures connecting public and private Port users and first responders within the Port of Richmond.</p> <p>Funding: Grant (ARRA 2009)                  Project ID: 28E01                  Estimated Start Date: 10/01/2010                  Estimated Completion Date: 04/30/2012</p>					
<b>Justification:</b>	Completion of this project will improve the efficiency of monitoring and communication of security and emergency response to the Port area.					
<b>Total Estimated Cost:</b>	\$4,310,504					
<b>Source Of Funding</b>						
<b>Fund No</b>	<b>Fund Name</b>	<b>FY2011-12</b>	<b>FY2012-13</b>	<b>FY2013-14</b>	<b>FY2014-15</b>	<b>FY2015-16</b>
4002A	Port Grant Funding	\$4,310,504	\$0	\$0	\$0	\$0

**Richmond**  
2011/12-2015/16 Capital Improvement Program

**Project Description Report**

Project Name:	Integrated Video Surveillance System	
Project Manager:	Michael Williams	
Department Responsible:	Port	
Project Description:	<p>Additional perimeter camera surveillance system will be added to support the current system and to complete the entire surveillance system at the Port facilities in order to monitor both land and water access to the Port of Richmond. This will form the infrastructure to tie together all of the existing surveillance camera systems and intrusion detection systems and future security systems throughout the Port into one centralized and secured police dispatch center.</p> <p>Project ID: 08B01            Project Location: 1411 Harbour Way South            Project Intent: Enhance or expand existing asset            Project Type: Public facilities new and renovations            Estimated Start Date: 08/15/2009            Estimated Completion Date: 06/30/2012</p>	
Justification:	This project is needed in order to comply with Homeland Security and U.S. Coast Guard Security requirements.	
Total Estimated Cost:	\$3,018,027	

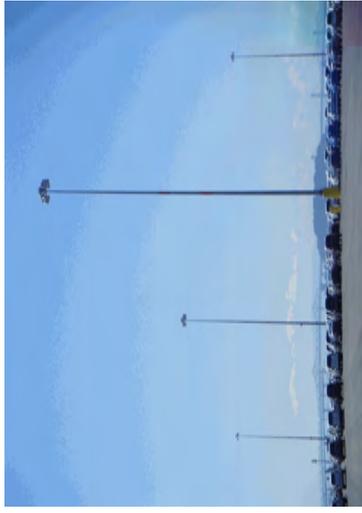


Source Of Funding						
Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
Port1	California Port and Maritime Security Grant	\$2,263,520	\$0	\$0	\$0	\$0
Port	U.S. Department of Homeland Security	\$754,507	\$0	\$0	\$0	\$0

**Richmond**  
**2011/12-2015/16 Capital Improvement Program**

**Project Description Report**

<b>Project Name:</b>	Lighting Improvements Point Potrero Marine Terminal (PPMT)					
<b>Project Manager:</b>	Michael Williams					
<b>Department Responsible:</b>	Port					
<b>Project Description:</b>	<p>Upgrade security lighting by installing new dark sky high mast security lighting and associated equipment at PPMT to improve perimeter security as well as complying with Occupational Safety and Health Administration (OSHA) requirements.</p> <p>Project ID: 08B01  Project Location: Foot of Canal Blvd.  Estimated Operation and Maintenance Cost: \$0  Project Intent: Enhance or expand existing asset  Project Type: Public facilities new and renovations  Estimated Start Date: 08/15/2009  Estimated Completion Date: 06/30/2012</p>					
<b>Justification:</b>	Completion of the project allows the Port to comply with Homeland Security and OSHA requirements.					
<b>Total Estimated Cost:</b>	\$2,650,000					
<b>Source Of Funding</b>						
<b>Fund No</b>	<b>Fund Name</b>	<b>FY2011-12</b>	<b>FY2012-13</b>	<b>FY2013-14</b>	<b>FY2014-15</b>	<b>FY2015-16</b>
Port I	California Port and Maritime Security Grant	\$2,650,000	\$0	\$0	\$0	\$0

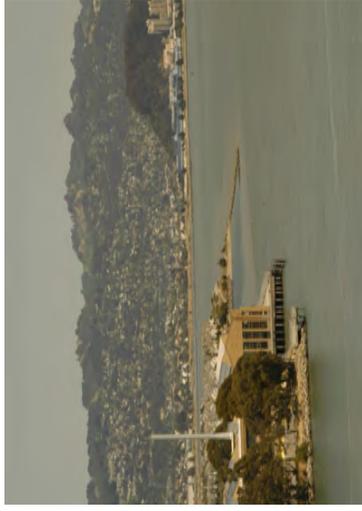


# Richmond

## 2011/12-2015/16 Capital Improvement Program

### Project Description Report

Project Name:	Marina Dredging	
Project Manager:	Michael Williams	
Department Responsible:	Port	
Project Description:	<p>A floating breakwater is required in the basin to protect some of the floating docks in the marina basin from damage caused by wind-driven waves.</p> <p>Project ID: 08B01                  Project Location: Marina Breakwater, Port of Richmond                  Estimated Operation and Maintenance Cost: \$0                  Project Intent: Enhance or expand existing asset                  Project Type: Infrastructure redevelopment and improvement                  Estimated Start Date: 07/01/2010                  Estimated Completion Date: 06/30/2012</p>	
Justification:	The City is contractually obligated to complete the improvements.	
Total Estimated Cost:	\$2,100,000	



Source Of Funding						
Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
4005	Marina Fund	\$2,100,000	\$0	\$0	\$0	\$0

# Richmond

## 2011/12-2015/16 Capital Improvement Program

### Project Description Report

<b>Project Name:</b>	Roadway and Rail Track Improvements - Canal Blvd.		
<b>Project Manager:</b>	Michael Williams		
<b>Department Responsible:</b>	Port		
<b>Project Description:</b>	<p>This project consists of installing additional rail tracks and reconstructing a portion of Canal Boulevard between Seaciff Drive and the automobile distribution facility entrance gate of Point Potrero Marine Terminal.</p> <p>Project ID: 01A12                  Project Location: Canal Blvd. between Seaciff Drive</p>		
<b>Justification:</b>	In order to secure a new automobile distribution account, improvements to Canal Boulevard and the adjacent rail tracks are needed. Completion of the project will greatly improve operational efficiency.		
<b>Total Estimated Cost:</b>	\$1,050,000		



Source Of Funding						
Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
4002	Port Capital Improvements	\$1,050,000	\$0	\$0	\$0	\$0

# Richmond

## 2011/12-2015/16 Capital Improvement Program

### Project Description Report

Project Name:	Subaru Building 4 Rehabilitation		
Project Manager:	Michael Williams		
Department Responsible:	Port		
Project Description:	<p>Subaru of America has chosen the Port of Richmond and AWC for the distribution of their Northern California and Southwest Region vehicles. Their future distribution plans called for a California port of entry, and they have chosen Richmond.</p> <p>Subaru is interested in entering into a five-year contract with AWC for their vehicle distribution. They will be able to use the recently -developed infrastructure for the Honda Port of Entry project such as the rail facilities and upgraded wharf facilities, etc.</p> <p>Project ID: 08M01            Estimated Start Date: 03/01/2011            Estimated Completion Date: 12/31/2011</p>		
Justification:			
Total Estimated Cost:	\$700,000		

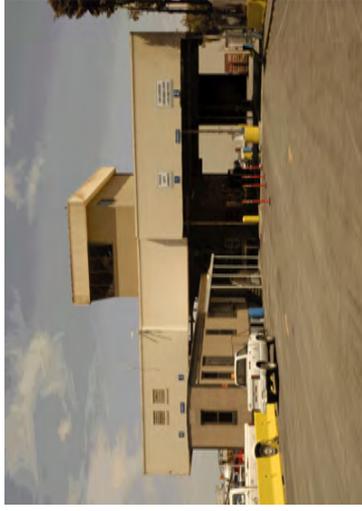


Source Of Funding						
Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
4002	Port Capital Improvements	\$700,000	\$0	\$0	\$0	\$0

**Richmond**  
2011/12-2015/16 Capital Improvement Program

**Project Description Report**

Project Name:	Terminal 3 Port Office Building Upgrade		
Project Manager:	Michael Williams		
Department Responsible:	Port		
Project Description:	<p>This project consists of remodeling existing offices, adding two floors of new office space above the metal canopy over the container truck inspection bay, installing an elevator for ADA compliance, and replacing a below truck scale. The addition will provide much-needed space for current and future Port staff and tenants. The second floor addition will also function as an incident command center in case of emergency. The control tower structure is currently housing the Port administration and engineering offices.</p> <p>Project ID: 08D01                  Project Location: 1145 Harbour Way South                  Estimated Operation and Maintenance Cost: \$0                  Project Intent: Enhance or expand existing asset                  Project Type: Public facilities new and renovations                  Estimated Start Date: 07/01/2007                  Estimated Completion Date: 06/30/2012</p>		
Justification:	Facility maintenance.		
Total Estimated Cost:	\$3,237,300		



Source Of Funding						
Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
4002A	Port Grant Funding	\$3,237,300	\$0	\$0	\$0	\$0



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# Richmond Community Redevelopment Agency-30



**BART Parking Garage**



**Marina Bay Crossing**



**Richmond Intermodal  
Transit Station**

**Mission:** *The Richmond Community Redevelopment Agency (RCRA) initiates and facilitates the revitalization of physical, economic, and social conditions through redevelopment of blighted areas and community enhancing programs, and stimulates private sector investment in the City in order to improve the general welfare and enhance the quality of life in the community.*

## Overview

The core services provided by the RCRA consist of:

1. Urban revitalization planning and redevelopment of target neighborhoods
2. Industrial, commercial and retail development and rehabilitation
3. Housing development, rehabilitation and community enhancement
4. Housing-related community and family support services
5. Economic development and marketing

## Sources of Funding

- Tax Increment
- Bond Proceeds (Debt Service)
- Federal, State, and Local Grants and Loans
- Sale of Surplus Property
- Fee Income from Marina Bay Properties



**Trinity Plaza Senior Housing**

# Richmond Community Redevelopment Agency-30

## Plan Highlights

Details of the RCRA services are contained in the RCRA budget. Current projects and program highlights are summarized below:

## RCRA Core Service Divisions

### Redevelopment

Redevelopment (RDA) activities and investments are generally limited to Redevelopment Project Areas and funded by tax increment income generated in Redevelopment Project Areas. Most of the tax increment is used to secure bond funding for redevelopment projects, and the balance is used for operating costs and debt service, as well as projects. Other funding sources include project-specific grants and loans secured by real property. The major capital budget items projected include funds for the Civic Center Project, BART Parking Garage, streetscape projects, façade improvements, and acquisition of development sites.

### Housing and Community Development

Housing and Community Development (HCD) is primarily funded by a legally-defined percentage of Redevelopment tax increment income known as the Low and Moderate Income Housing Fund (LMIHF, "20% Funds" or "Housing Set-Aside"), HUD programs (Community Development Block Grant (CDBG), Home Investment Partnership (HOME)) and the In-lieu fees generated by the City's Inclusionary Zoning Ordinance. These Housing and Community Development funds may be invested in affordable housing projects and activities throughout the City. Housing Set-Aside funds and In-lieu Fees are restricted to housing activities serving families at or below 120% of county median income, while HUD funds are generally restricted to housing activities serving families at or below 80% of county median income. In addition, HUD has provided additional funding for the Neighborhood Stabilization Program, which will target blighted and foreclosed properties in the inner city. The major capital budget items projected include funds for Macdonald Place Senior Housing, Miraflores Housing, the Arbors Rehabilitation Project and Lillie Mae Jones Plaza Transitional Housing.

### Office of Economic Development

The Office of Economic Development (OED) benefits the City at large and Redevelopment Project Areas in particular through marketing activities, business attraction and retention programs and a variety of other business assistance programs designed to stimulate economic development, including the Enterprise Zone, Target Employment Areas, the Revolving Loan Program and the Main Street Program. The OED works closely with the Economic Development Commission to bring stakeholder perspective and resources to bear on economic development issues. Major initiatives include finalizing the Enterprise Zone MOU with the state, increased small business assistance, the Hilltop pylon sign project, and leveraging the "Green Corridor Partnership" to attract and expand green businesses in the City.

# Richmond Community Redevelopment Agency-30

## Success Indicators

CIP Project(s)	Performance Benchmarks	2011-12 1-yr Goal	2011-12 1 <sup>st</sup> Qtr. Target	2011-12 2nd Qtr. Target	2011-12 3 <sup>rd</sup> Qtr. Target	2011-12 4 <sup>th</sup> Qtr. Target
<b>3.30.a: Bradley A. Moody Memorial</b>	Design	100%	75%	100%	*	*
<b>3.30.b: Façade Improvement Program (Loans)</b>	Design	100%	*	100%	*	*
<b>3.30.c: Marina Bay Trails Landscape Areas</b>	Design Complete	100%	100%	*	*	*
	Construction	25%	*	10%	15%	25%
<b>3.30.d: Metro Walk (Transit Village)</b>	Parking Structure Contract	100%	30%	60%	90%	100%
	Nevin Streetscape East Design	100%	50%	100%	*	*
	Nevin Streetscape East Construction	25%	5%	10%	15%	25%

1. **Maintain and Enhance The Physical Environment**
2. **Promote a Safe and Secure Community**
3. **Promote Economic Vitality**
4. **Promote Sustainable Communities**
5. **Promote Effective Government**

 = Performance Benchmarks  
 = Work Completion Targets  
 \* = Work Completed

# Richmond Community Redevelopment Agency-30

## CIP Overview

### TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2010-11 Adopted	FY2011-12 Adopted	FY2012-13 Proposed	FY2013-14 Proposed	FY2014-15 Proposed	FY2015-16 Proposed	5 Year Total
<b>SOURCES BY FUND</b>							
Downtown Project CIP	12,416,000	1,212,000	127,000	127,000	127,000	127,000	1,720,000
Harbour 11A CIP	31,342,000	28,720,000					28,720,000
Redevelopment CIP Unfunded	32,609,000	16,775,000					16,775,000
<b>Sources Total</b>	<b>76,367,000</b>	<b>46,707,000</b>	<b>127,000</b>	<b>127,000</b>	<b>127,000</b>	<b>127,000</b>	<b>47,215,000</b>
<b>USES BY PROJECT</b>							
23rd St. Streetscape Design Program	321,000						0
Area T Soil Remediation	292,000	50,000	50,000	50,000	50,000	50,000	250,000
Bradley A. Moody Memorial Underpass	31,200,000	28,720,000					28,720,000
Economic Development Marketing Program	300,000	105,000					105,000
EDA Loan Program	291,000	191,000					191,000
Facade Improvement Program	300,000	189,000					189,000
Marina Bay Oversite	224,000	40,000	40,000	40,000	40,000	40,000	200,000
Marina Bay Parkway Grade Separation	914,000	450,000					450,000
Metro Walk (Transit Village)	41,341,000	16,775,000	37,000	37,000	37,000	37,000	16,775,000
Project Monitoring	74,000	37,000					185,000
Railroad Crossings Study Improvements	1,110,000	150,000					150,000
<b>USES BY PROJECT TOTAL</b>	<b>76,367,000</b>	<b>46,707,000</b>	<b>127,000</b>	<b>127,000</b>	<b>127,000</b>	<b>127,000</b>	<b>47,215,000</b>
<b>USES BY ORG CODE</b>							
Downtown Project CIP	12,416,000	1,212,000	127,000	127,000	127,000	127,000	1,720,000
Harbour 11A CIP	31,342,000	28,720,000					28,720,000
Redevelopment CIP	32,609,000	16,775,000					16,775,000
<b>TOTAL CIP BUDGET</b>	<b>76,367,000</b>	<b>46,707,000</b>	<b>127,000</b>	<b>127,000</b>	<b>127,000</b>	<b>127,000</b>	<b>47,215,000</b>

## FY2011-12 CIP Budget

# Richmond

## 2011/12-2015/16 Capital Improvement Program

### Project Description Report

<b>Project Name:</b>	Officer Bradley A. Moody Memorial Underpass		
<b>Project Manager:</b>	Alan Wolken		
<b>Department Responsible:</b>	Redevelopment Agency		
<b>Project Description:</b>	<p>The Officer Bradley A. Moody Memorial Underpass project entails the construction of a roadway undercrossing in place of the existing grade crossing on Marina Bay Parkway between Regatta Boulevard and Meeker Avenue. With increased rail activity in recent years and forecasts for growth in the future, long trains are more frequently traversing Richmond grade crossings. In the South Richmond Shoreline area, low maximum train speeds result in traffic blockages for 20-30 minutes at a time with no alternate access, as all north-south ingress and egress to this area is impacted at closely-spaced grade crossings.</p> <p>Project ID: New                  Project Location: Marina Bay Parkway between Regatta Boulevard and Meeker Avenue                  Estimated Operation and Maintenance Cost: \$0                  Project Intent: Expand or enhance existing asset                  Project Type: Plan, design and construction                  Estimated Start Date: 03/01/2011                  Estimated Completion Date: 06/30/2012</p>		
<b>Justification:</b>	The underpass at Marina Bay Parkway will reduce traffic congestion and allow emergency vehicles to access the Marina Bay Area unimpeded. Additionally, the project would improve access to proposed Water Emergency Transit Authority (WETA) ferries and improve air quality by reducing emissions of idling vehicles		
<b>Total Estimated Cost:</b>	\$28,720,000		

Source Of Funding			
Fund No	Fund Name	FY2011-12	FY2012-13
		FY2013-14	FY2014-15
		FY2015-16	
7201	Redevelopment CIP	\$28,720,000	\$0
		\$0	\$0

# Richmond

## 2011/12-2015/16 Capital Improvement Program

### Project Description Report

Project Name:	Facade Improvement Program	
Project Manager:	Alan Wolken	
Department Responsible:	Redevelopment Agency	
Project Description:	<p>Facade Improvement Program along Macdonald Ave., 23rd St. and a portion of San Pablo Ave. adjacent to El Cerrito.</p> <p>Project ID: 07016</p> <p>Project Location: Macdonald Ave., 23rd St. and a portion of San Pablo Ave</p> <p>Estimated Operation and Maintenance Cost: \$0</p> <p>Project Intent: Expand or enhance existing</p> <p>Project Type: Plan/design</p> <p>Estimated Start Date: 07/01/2007</p> <p>Estimated Completion Date: 06/30/2012</p>	
Justification:	Urban design and blight abatement.	
Total Estimated Cost:	\$189,000	



Source Of Funding						
Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
7201	Redevelopment CIP	\$189,000	\$0	\$0	\$0	\$0

# Richmond

## 2011/12-2015/16 Capital Improvement Program

### Project Description Report

Project Name:	Marina Bay Parkway Grade Separation		
Project Manager:	Chadrick Smalley		
Department Responsible:	Redevelopment Agency		
Project Description:	Design and construct a grade separation on Marina Bay Parkway between Regatta Blvd. and Meeker Street. Project ID: 07035 Project Location: Marina Bay Parkway and Meeker St. Estimated Operation and Maintenance Cost: \$0 Project Intent: Enhance or expand existing asset Project Type: Plan, design and construction Estimated Start Date: 07/01/2009 Estimated Completion Date: 12/31/2011		
Justification:	Urban design, blight abatement		
Total Estimated Cost:	\$450,000		



Source Of Funding						
Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
7310	Harbour 11A CIP	\$450,000	\$0	\$0	\$0	\$0

# Richmond

## 2011/12-2015/16 Capital Improvement Program

### Project Description Report

<b>Project Name:</b>	Metro Walk (Transit Village)					
<b>Project Manager:</b>	Alan Wolken/Michael					
<b>Department Responsible:</b>	Redevelopment Agency					
<b>Project Description:</b>	<p>Mixed-Use transit-oriented development at the Richmond BART Station. The project includes 231 townhomes, intermodal transit station, police sub-station, a new at-grade Nevin Walkway Plaza and 753 space parking structure.</p> <p>Project ID: 07001                  Project Location: Transit Village (BART) Nevin Avenue                  Estimated Operation and Maintenance Cost: \$0                  Project Intent: Enhance or expand existing asset                  Project Type: Public facilities new and renovations                  Estimated Start Date: 07/01/2007                  Estimated Completion Date: 06/30/2012</p>					
<b>Justification:</b>	Tax increment, blight abatement, quality and supply of housing and home ownership.					
<b>Total Estimated Cost:</b>	\$16,775,000					
<b>Source Of Funding</b>						
<b>Fund No</b>	<b>Fund Name</b>	<b>FY2011-12</b>	<b>FY2012-13</b>	<b>FY2013-14</b>	<b>FY2014-15</b>	<b>FY2015-16</b>
7201	Redevelopment CIP	\$16,775,000	\$0	\$0	\$0	\$0



# Richmond Community Redevelopment Agency-30 Housing Division

*Mission: The Richmond Community Redevelopment Agency (RCRA) initiates and facilitates the revitalization of physical, economic, and social conditions through redevelopment of blighted areas and community enhancing programs, and stimulates private sector investment in the City in order to improve the general welfare and enhance the quality of life in the community.*

## Overview

The core services provided by the RCRA consist of:

1. Urban revitalization planning and redevelopment of target neighborhoods
2. Industrial, commercial and retail development and rehabilitation
3. Housing development, rehabilitation and community enhancement
4. Housing-related community and family support services
5. Economic development and marketing

## Sources of Funding

- Tax Increment
- Bond Proceeds (Debt Service)
- Federal, State, and Local Grants and Loans
- Sale of Surplus Property
- Fee Income from Marina Bay Properties



**Ford Assembly Building  
"Ford Point"**



**Target Store  
Macdonald 80 Shopping Center**



**Richmond Intermodal  
Transit Station**



**Trinity Plaza Senior Housing**

# Richmond Community Redevelopment Agency-30

## Housing Division

### Plan Highlights

Details of the RCRA services are contained in the RCRA budget. Current projects and program highlights are summarized below:

### RCRA Core Service Divisions

#### Redevelopment

Redevelopment (RDA) activities and investments are generally limited to Redevelopment Project Areas and funded by tax increment income generated in Redevelopment Project Areas. Most of the tax increment is used to secure bond funding for redevelopment projects, and the balance is used for operating costs and debt service, as well as projects. Other funding sources include project-specific grants and loans secured by real property. The major capital budget items projected include funds for the Civic Center Project, BART Parking Garage, streetscape projects, façade improvements, and acquisition of development sites.

#### Housing and Community Development

Housing & Community Development (HCD) is primarily funded by a legally-defined percentage of Redevelopment tax increment income known as the Low and Moderate Income Housing Fund (LMIHF, "20% Funds" or "Housing Set-Aside"), HUD programs (Community Development Block Grant (CDBG), Home Investment Partnership (HOME)) and the In-lieu fees generated by the City's Inclusionary Zoning Ordinance. These Housing & Community Development funds may be invested in affordable housing projects and activities throughout the City. Housing Set-Aside funds and In-lieu Fees are restricted to housing activities serving families at or below 120% of county median income, while HUD funds are generally restricted to housing activities serving families at or below 80% of county median income. In addition, HUD has provided additional funding for the Neighborhood Stabilization Program, which will target blighted and foreclosed properties in the inner city. The major capital budget items projected include funds for Macdonald Place Senior Housing, Miraflores Housing, the Arbors Rehabilitation Project and Lillie Mae Jones Plaza Transitional Housing.

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# Richmond Community Redevelopment Agency-30 Housing Division

## Success Indicators

CIP Project(s)	Performance Benchmarks	2011-12 1-yr Goal	2011-12 1 <sup>st</sup> Qtr. Target	2011-12 2nd Qtr. Target	2011-12 3 <sup>rd</sup> Qtr. Target	2011-12 4 <sup>th</sup> Qtr. Target
<b>4.30.a: Infill Phase II</b>						
	Request for Proposal	100%	100%	*	*	*
	Land Acquisition	100%	100%	*	*	*
	Environmental Assessment	100%	100%	*	*	*
	Demolition	100%	*	100%	*	*
	Legal	100%	100%	*	*	*
	Holding Costs	100%	100%	*	*	*
	Design	100%	25%	50%	75%	100%
	Environmental Remediation	75%	*	25%	50%	75%
	Survey/Engineering	75%	*	25%	50%	75%
	Project Administration	100%	25%	50%	75%	100%
<b>4.30.b: Miraflores (S. 43<sup>rd</sup> &amp; Wall)</b>						
	Demolition	100%	100%	*	*	*
	Remediation	10%	10%	*	*	*

1. **Maintain and Enhance The Physical Environment**
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4. **Promote Sustainable Communities**
5. **Promote Effective Government**

= Performance Benchmarks  
 = Work Completion Targets  
 \* = Work Completed

# Richmond Community Redevelopment Agency-30 Housing Division

CIP Project(s)	Performance Benchmarks	2011-12 1-yr Goal	2011-12 1 <sup>st</sup> Qtr. Target	2011-12 2nd Qtr. Target	2011-12 3 <sup>rd</sup> Qtr. Target	2011-12 4 <sup>th</sup> Qtr. Target
<b>4.30.c: Nevin Court (1st &amp; Nevin)</b>						
	Request for Proposal	100%	100%	*	*	*
	Land Acquisition	100%	*	100%	*	100%
	Environmental Assessment	100%	100%	*	*	*
	Demolition	100%	*	*	100%	*
	Legal	100%	25%	50%	75%	100%
	Holding Costs	100%	*	100%	*	*
	Design	100%	25%	50%	75%	100%
	Market Study	100%	25%	50%	75%	100%

1. **Maintain and Enhance The Physical Environment**
2. **Promote a Safe and Secure Community**
3. **Promote Economic Vitality**
4. **Promote Sustainable Communities**
5. **Promote Effective Government**

= Performance Benchmarks  
 = Work Completion Targets  
 \* = Work Completed

# Richmond Community Redevelopment Agency-30

## Housing & Community Development Division-302 CIP Overview

### TOTAL CIP BUDGET - HISTORICAL

	FY2010-11 Adopted	FY2011-12 Adopted	FY2012-13 Proposed	FY2013-14 Proposed	FY2014-15 Proposed	FY2015-16 Proposed	5 Year Total
<b>SOURCES BY FUND</b>							
Housing & Community Development-7202	6,198,000	4,050,000	38,000	76,000	114,000	190,000	4,468,000
<b>Sources Total</b>	<b>6,198,000</b>	<b>4,050,000</b>	<b>38,000</b>	<b>76,000</b>	<b>114,000</b>	<b>190,000</b>	<b>4,468,000</b>
<b>USES BY PROJECT</b>							
Brookside	65,000						
Carquinez Hotel	1,450,000	1,000,000					1,000,000
Infill Phase 2	201,000	528,000					528,000
Lillie Mae Jones	2,827,000	1,902,000					1,902,000
Miraflores (S. 43rd & Wall)	360,000	577,000					577,000
Nevin Court (1st & Nevin)	10,000						
The Arbors (53rd & Potrero)	28,000	5,000					5,000
Vernon Castro	1,257,000						
Housing Programs		38,000	38,000	76,000	114,000	190,000	456,000
Project Monitoring							
<b>USES BY PROJECT TOTAL</b>	<b>6,198,000</b>	<b>4,050,000</b>	<b>38,000</b>	<b>76,000</b>	<b>114,000</b>	<b>190,000</b>	<b>4,468,000</b>
<b>USES BY ORG CODE</b>							
Housing & Community Development-71202063	6,198,000	4,050,000	38,000	76,000	114,000	190,000	4,468,000
<b>TOTAL CIP BUDGET</b>	<b>6,198,000</b>	<b>4,050,000</b>	<b>38,000</b>	<b>76,000</b>	<b>114,000</b>	<b>190,000</b>	<b>4,468,000</b>

### FY2011-12 CIP Budget

**Richmond**  
2011/12-2015/16 Capital Improvement Program

**Project Description Report**

Project Name:	Infill Phase II - Filbert Townhomes		
Project Manager:	Charice Duckworth		
Department Responsible:	Redevelopment Agency - Housing		
Project Description:	In-fill housing units - scattered sites.		
	Project ID:	07558	
	Project Location:	Various locations	
	Estimated Operation and Maintenance Cost:	\$0	
	Project Intent:	Enhance or expand existing asset	
	Project Type:	Public facilities new and renovations	
	Estimated Start Date:	10/01/2008	
	Estimated Completion Date:	06/30/2012	
Justification:	Supply of affordable housing, home ownership and blight abatement.		
Total Estimated Cost:	\$1,000,000		

Source Of Funding			
Fund No	Fund Name	FY2011-12	FY2012-13
		FY2013-14	FY2014-15
		FY2015-16	
7202	Housing & Community Development	\$1,000,000	\$0
		\$0	\$0
		\$0	\$0

**Richmond**  
2011/12-2015/16 Capital Improvement Program

**Project Description Report**

Project Name:	Lillie Mae Jones			
Project Manager:	Alicia Klein			
Department Responsible:	Redevelopment Agency - Housing			
Project Description:	Twenty-six units of supportive family rental housing.			
	Project ID:	07560		
	Project Location:	2nd and Macdonald Streets		
	Estimated Operation and Maintenance Cost:	\$0		
	Project Intent:	Enhance or expand existing		
	Estimated Start Date:	12/1/2005		
	Estimated Completion Date:	09/30/2011		
Justification:	Affordable housing supply and blight abatement.			
Total Estimated Cost:	\$528,000			

Source Of Funding						
Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
7202	Housing & Community Development	\$528,000	\$0	\$0	\$0	\$0

**Richmond**  
**2011/12-2015/16 Capital Improvement Program**

**Project Description Report**

<b>Project Name:</b>	Miraflores (S. 43rd and Wall Street)
<b>Project Manager:</b>	Natalia Lawrence
<b>Department Responsible:</b>	Redevelopment Agency - Housing
<b>Project Description:</b>	Affordable rental units and for sale housing units. Project ID: 07563 Project Location: South 43rd and Wall Street Estimated Operation and Maintenance Cost: \$0 Project Intent: Enhance or expand existing asset Project Type: Public facilities new and renovations Estimated Start Date: 07/01/2007 Estimated Completion Date: 06/30/2012
<b>Justification:</b>	Supply of affordable and market rate housing, home ownership and blight abatement.
<b>Total Estimated Cost:</b>	\$1,902,000

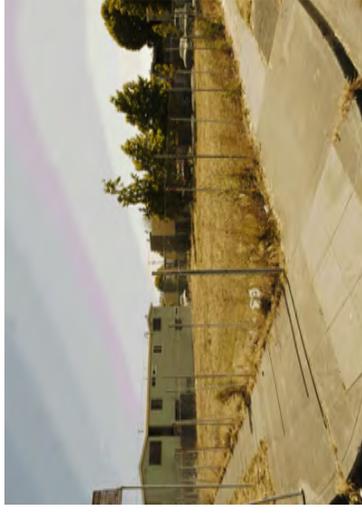


Source Of Funding						
Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
7202	Housing & Community Development	\$1,902,000	\$0	\$0	\$0	\$0

**Richmond**  
**2011/12-2015/16 Capital Improvement Program**

**Project Description Report**

Project Name:	Nevin Court (1st and Nevin)		
Project Manager:	Charise Duckworth		
Department Responsible:	Redevelopment Agency - Housing		
Project Description:	<p>Ten condominium units with 5 of those affordable.</p> <p>Project ID: 07564  Project Location: 1st and Nevin  Estimated Operation and Maintenance Cost: \$0  Project Intent: Enhance or expand existing asset  Project Type: Public facilities new and renovations  Estimated Start Date: 07/01/2007  Estimated Completion Date: 06/30/2012</p>		
Justification:	Supply of affordable and market rate housing, home ownership and blight abatement.		
Total Estimated Cost:	\$577,000		



Source Of Funding			
Fund No	Fund Name	FY2011-12	FY2012-13
		FY2013-14	FY2014-15
		FY2015-16	
7202	Housing & Community Development	\$577,000	\$0
		\$0	\$0
		\$0	\$0



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# Public Works Department-23

## Equipment Services



Fleet Maintenance

*Mission: To establish and maintain efficient and effective delivery of fleet services by providing customer departments with safe, reliable, economical and environmentally-sound transportation, and related support services that are responsive to the needs of customer departments which conserve the value of the vehicle and equipment investment. Along with the delivery of replacement vehicles and equipment based on the replacement schedule, specifications for acquisition of all vehicles and equipment will be prepared in collaboration with the using departments to ensure said vehicles and equipment are responsive to their needs.*

### Overview

The Equipment Services Division provides preventive maintenance and repair services for all City vehicles and equipment including police and fire. Staff develops vehicle and equipment specifications, solicits bids and participates in the procurement process, completes required build-ups relative to in-service needs, maintains, and finally disposes of all surplus units. Staff maintains a complete and comprehensive computerized fleet management program which tracks operation and maintenance costs and provides the critical information relative to fleet decisions.



Equipment

Division staff also coordinates compliance with all applicable regulatory agencies associated with government and commercial fleet operations including licensing, inspections, smog and opacity checks, etc. In addition to maintaining the City fleet, this Division also provides fabricating and welding services for all City departments.



Street Sweeper

# Public Works Department-23

## Equipment Services

### Program Highlights

#### Vehicle and Equipment Replacement FY 2011-2012

Project Cost: \$2,356,394  
Funding Source: Equipment Services – Replacement Fund

Fire Vehicles \$60,000  
Police Vehicles \$760,000  
Other City Vehicles \$1,133,394  
Other City Equipment \$403,000

This project is to provide annual, timely replacement of vehicles and equipment. Vehicles and equipment will be evaluated and replaced in accordance with serviceable life cycles. Purchases are scheduled each fiscal year.

#### Project Status

This project is ongoing.

# Public Works Department-23

## Equipment Services

### Success Indicators

CIP Project(s)	Performance Benchmarks	2011-12	2011-12	2011-12	2011-12	2011-12
		1-yr Goal	1 <sup>st</sup> Qtr. Target	2 <sup>nd</sup> Qtr. Target	3 <sup>rd</sup> Qtr. Target	4 <sup>th</sup> Qtr. Target
<b>5.23.a: Vehicle and Equipment Replacement</b>	Police Cars	100%	25%	50%	75%	100%
	Fire Equipment	100%	25%	50%	75%	100%
	All Other City Vehicles	100%	25%	50%	75%	100%
	Other Equipment	100%	25%	50%	75%	100%

1. **Maintain and Enhance The Physical Environment**
2. **Promote a Safe and Secure Community**
3. **Promote Economic Vitality**
4. **Promote Sustainable Communities**
5. **Promote Effective Government**

= Performance Benchmarks  
 = Work Completion Targets  
 \* = Work Completed

# Public Works Department-23

## Equipment Services-235 CIP Overview

### TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2010-11 Adopted	FY2010-11 Actual 3/31/2011	FY2010-11 Carry-forward	FY2011-12 Adopted	FY2012-13 Proposed	FY2013-14 Proposed	FY2014-15 Proposed	FY2015-16 Proposed	5 Year Total
<b>SOURCES BY FUND</b>									
Public Works Equipment Services- 5003	2,443,089	773,907	610,945	2,356,394	3,338,000	3,302,000	3,782,000	-	12,778,394
<b>SOURCES TOTAL</b>	<b>2,443,089</b>	<b>773,907</b>	<b>610,945</b>	<b>2,356,394</b>	<b>3,338,000</b>	<b>3,302,000</b>	<b>3,782,000</b>	<b>-</b>	<b>12,778,394</b>
<b>USES BY PROJECT</b>									
Fire Vehicles - 03A04	763,267	222,962	60,000	60,000	975,000	600,000	1,239,000	-	2,874,000
Police Vehicles - 03B04	530,000	13,835	13,835	760,000	1,330,000	753,000	1,175,000	-	4,018,000
Other City Vehicles - 03C04	710,000	220,998	220,998	1,133,394	642,000	1,401,000	1,047,000	-	4,223,394
Other City Equipment - 03D04	439,822	316,112	316,112	403,000	391,000	548,000	321,000	-	1,663,000
<b>USES BY PROJECT TOTAL</b>	<b>2,443,089</b>	<b>773,907</b>	<b>610,945</b>	<b>2,356,394</b>	<b>3,338,000</b>	<b>3,302,000</b>	<b>3,782,000</b>	<b>-</b>	<b>12,778,394</b>
<b>USES BY ORG CODE</b>									
Public Works Equipment Services- 50336031	2,443,089	773,907	610,945	2,356,394	3,338,000	3,302,000	3,782,000	-	12,778,394
<b>TOTAL CIP BUDGET</b>	<b>2,443,089</b>	<b>773,907</b>	<b>610,945</b>	<b>2,356,394</b>	<b>3,338,000</b>	<b>3,302,000</b>	<b>3,782,000</b>	<b>-</b>	<b>12,778,394</b>

### FY2011-12 CIP Budget

# Richmond

## 2011/12-2015/16 Capital Improvement Program

### Project Description Report

<b>Project Name:</b>	Fleet Replacement		
<b>Project Manager:</b>	Dee Karnes		
<b>Department Responsible:</b>	Public Works - Equipment Services		
<b>Project Description:</b>	<p>Fire Vehicles \$60,000                  Police Vehicles \$760,000                  Other City Vehicles \$1,133,394                  Other City Equipment \$403,000</p> <p>Project ID: 3004                  Project Location: 6 13th Street                  Estimated Operation and Maintenance Cost: \$0                  Project Intent: Maintain existing asset                  Project Type: Equipment new and replacement                  Estimated Start Date: 07/01/2010                  Estimated Completion Date: Ongoing</p>		
<b>Justification:</b>	The City's vehicle and equipment fleet have a servicable life cycle. Once reached, the vehicles and equipment need to be replaced to provide the City with safe, efficient and cost-effective transportation.		
<b>Total Estimated Cost:</b>	\$12,778,394		



Source Of Funding			
Fund No	Fund Name	FY2011-12	FY2012-13
5003	Equipment Services	\$2,356,394	\$3,338,000
			\$3,302,000
			\$3,782,000
			\$0



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# Information Technology Department-26



Civic Center Server Room



Voice over Internet Protocol (VoIP)



Blackberry  
City's Handheld Device

*Mission: Information Technology's (IT) mission is to be customer centric. We will be the best provider of comprehensive and innovative support services and training for information services to our customers. It is the goal of the IT Department to improve the quality of life for all employees by increasing computer literacy, and the use of state-of-the-art tools.*

## Overview

### Administration and IT Services

The Information Technology Administration Division's responsibilities include strategic planning, policy development, security controls, network deployment, and computer literacy training, as well as responsibility for managing and maintaining a centralized purchasing authority for computer services and products.

Information Technology Services has two broad, but overlapping, areas of responsibility; i.e., the work unit is responsible for maintaining all current information systems, and designing and implementing new systems for City departments.

### Application Processing

Information Technology Services maintains current City-wide business and operational multi-user systems for the City of Richmond; develop and enhance systems to meet functional needs of staff to streamline business processes to operate in a progressively-efficient manner. Provide training and analytical assistance to users of these systems. The most significant effort will be implementation of a new Enterprise Resource Planning system, a more complete description of which is provided below under "Program Highlights."

### Telecommunications Revolving

This program's responsibility is to evaluate, certify, implement, and maintain technology hardware, desktop software standards, tools to improve productivity in the workplace, and to improve the stability and reliability of City systems.

# Information Technology Department-26

## **Telephone**

To provide telephone communication for all departments as needed. Strive to keep up with technology and provide equipment with more than satisfactory capabilities; and ultimately maintain a system that meets or exceeds the needs required for Public Safety, Administrative and Community services.

## **Geographical Information Systems**

Create, maintain and expand an enterprise-wide Geographical Information System (GIS) by implementing the necessary hardware and software.

Create and maintain a centralized GIS database that can be accessed by web and desktop applications. Provide training on the uses of GIS information and continue to expand and improve internal and external relationships.

## **Information Technology Capital Improvement Plan (CIP)**

To review, integrate, manage and implement City-wide capital technology improvements.

# Information Technology Department-26 CIP Overview

TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2010-11 Adopted	FY2011-12 Adopted	FY2012-13 Proposed	FY2013-14 Proposed	FY2014-15 Proposed	FY2015-16 Proposed	5 Year Total
<b>SOURCES BY FUND</b>							
Information Technology-5003	2,959	-	-	-	-	-	-
<b>SOURCES TOTAL</b>	<b>2,959</b>	-	-	-	-	-	-
<b>USES BY PROJECT</b>							
<b>USES BY PROJECT TOTAL</b>	<b>2,959</b>	-	-	-	-	-	-
<b>USES BY ORG CODE</b>							
Information Technology-50262317	2,959	-	-	-	-	-	-
<b>TOTAL CIP BUDGET</b>	<b>2,959</b>	-	-	-	-	-	-

## FY2011-12 CIP Budget



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# KCRT Cable TV-26



Production Truck



Microwave Transmitters



Media Center Upgrade

*Mission: "Get Richmond's Voice Heard" – throughout Richmond, throughout the East Bay, and around the world. The Cable Television Division provides for the 24-7 operation of the City's Cable TV station, KCRT. This serves to promote services, events, resources, and opportunities of the City of Richmond, other regional government agencies, both national and regional non-profit organizations and Cable, and on the web through video streaming.*

## Overview

Using KCRT, KCOR, the City's Traffic Information & Safety (TIS) AM radio station, and KCRT.com's video streaming for the web, the Cable Television Division disseminates public information and emergency information from the Emergency Operations Center (EOC) during times of crisis or disaster.

The Cable Television Division monitors the local aspects of the State Cable Franchises, resolves cable disputes, and works with other departments on other Telecom issues that affect Richmond.

KCRT staff provides Audio and Video Technical Assistance and Training for departments. This includes Power Point assessment and assistance, video equipment rental (video cameras, laptop, projector, and screen for display) with training and/or set up assistance. The Division also provides video production for special projects that are not originally slated for air on KCRT. These include promotional materials and specialty video projects such as training videos for departmental use and on-air and on-line video.

Working with the City Attorney's Office, the Cable Television Division assists other departments with negotiating Telecom Leases to gain the best value for the City's Right-of-Way and Property.

All funding for KCRT's Capital Improvement Plan (CIP) comes from KCRT's Fund Balance, saved from previous Cable Franchise Fees and the PEG (Public-Education-Government) Access Pass-Thru.

# KCRT Cable TV-26

## Program Highlights

### Council Chamber Video Production Equipment

Project Cost: \$64,000  
Funding Source: Cable Franchise Fees, Equipment Rental  
Estimated Start Date: 05/01/2009  
Estimated Completion Date: 06/30/2012

Four years ago, KCRT committed \$134,000 for the equipment replacement when the City moves into the new chambers. The move in date has been adjusted to June 2009. We anticipate spending about \$50,000 on replacement cameras and robotics out of FY08-09's CIP and any other expenditures out of next year's. Much of the video and audio equipment in the current chambers will move, but at some point in time elements will need to be replaced.

### Media Center Upgrade

Project Cost: \$10,000  
Funding Source: Cable Franchise Fees, Equipment Rental  
Estimated Start Date: 08/01/2007  
Estimated Completion Date: Ongoing

This upgrade is needed to constantly improve our services and remain up-to-date with current technology.

### Production Truck/Equipment

Project Cost: \$15,995  
Funding Source: Cable Franchise Fees, Equipment Rental  
Estimated Start Date: 07/01/2007  
Estimated Completion Date: 6/30/2012

To increase KCRT's ability to record events around Richmond, an existing production truck was purchased, with the knowledge that in buying a used truck there would be necessary repairs and emission upgrading. The original cost of the truck was anticipated to be approximately \$260,000, but we were able to purchase the existing truck in FY 2007-08 for approximately \$122,000, with another \$40,000 transferred to Equipment Services for repairs. Work is almost complete on the electrical system and most of the transmission work are not reflected in KCRT's CIP 5-year plan for modifying and upgrading the truck and its equipment. Other equipment that will be required for the conversion include: 37' mast with a robotic camera and a Microwave Transmission System, and upgrading the camera system to HD.

# KCRT Cable TV-26

## Studio Upgrade

Project Cost: \$10,000  
Funding Source: Cable Franchise Fees, Equipment Rental  
Estimated Start Date: 05/01/2009  
Estimated Completion Date: Ongoing

This project will upgrade Studio 1 and complete construction of Studio 2.

## Upgrade Playback System

Project Cost: \$12,000  
Funding Source: Cable Franchise Fees, Equipment Rental  
Estimated Start Date: 08/01/2008  
Estimated Completion Date: 06/30/2012

This upgrade is an addition to an existing playback system and involves adding two more channels.

# KCRT Cable TV-26

## Success Indicators

CIP Project(s)	Performance Benchmarks	2011-12	2011-12	2011-12	2011-12	2011-12
		1-yr Goal	1 <sup>st</sup> Qtr. Target	2 <sup>nd</sup> Qtr. Target	3 <sup>rd</sup> Qtr. Target	4 <sup>th</sup> Qtr. Target
<b>5.26.a: Council Chamber Video Production</b>						
	Phase 1: Studio One Equipment Upgrades	100%	25%	50%	75%	100%
	Phase 2: Studio Two Installation	100%	25%	50%	75%	100%
<b>5.26.b: Media Center Upgrade</b>						
	Phase 1: Department Needs Assessment	100%	25%	50%	75%	100%
	Phase 2: Purchase and Acquisition	100%	25%	50%	75%	100%
<b>5.26.c: Production Truck and Equipment</b>						
	Phase 1: Acquisition and vehicle upgrade	100%	50%	100%	*	*
	Phase 2: Equipment upgrade and install	100%	50%	75%	100%	*
<b>5.26.d: Studio Upgrade</b>						
	Phase 1: Studio One Equipment Upgrades	100%	25%	50%	75%	100%
	Phase 2: Studio Two Installation	100%	25%	50%	75%	100%
<b>5.26.e: Upgrade Playback System</b>						
	Phase 1: Assessment and Acquisition	100%	25%	50%	75%	100%
	Phase 2: Install and Modifications	100%	25%	50%	75%	100%

1. **Maintain and Enhance The Physical Environment**
2. **Promote a Safe and Secure Community**
3. **Promote Economic Vitality**
4. **Promote Sustainable Communities**
5. **Promote Effective Government**

 = Performance Benchmarks  
 = Work Completion Targets  
 \* = Work Completed

# Information Technology-26

KCRT Cable Television-264 CIP Overview

## TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2010-11 Adopted	FY2010-11 Actual	FY2010-11 Carry-forward	FY2011-12 Adopted	FY2012-13 Proposed	FY2013-14 Proposed	FY2014-15 Proposed	FY2015-16 Proposed	5 Year Total
		3/31/2011							
<b>SOURCES BY FUND</b>									
Information Technology-4008	126,000	9,507	102,488	121,995	25,000	20,000	20,000	20,000	206,995
<b>SOURCES TOTAL</b>	<b>126,000</b>	<b>9,507</b>	<b>102,488</b>	<b>121,995</b>	<b>25,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>206,995</b>
<b>USES BY PROJECT</b>									
Council Chamber Video Production	64,000		64,000	64,000					64,000
Media Center	10,000	4,016	5,984	10,000	10,000	10,000	10,000	10,000	50,000
Microwave Transmission System			10,000	10,000					10,000
Production Truck and Equipment	30,000		15,995	15,995					15,995
Studio Upgrade	10,000	5,491	4,509	10,000	10,000	10,000	10,000	10,000	50,000
Upgrade Playback System	12,000		12,000	12,000	5,000				17,000
<b>USES BY PROJECT TOTAL</b>	<b>126,000</b>	<b>9,507</b>	<b>102,488</b>	<b>121,995</b>	<b>25,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>206,995</b>
<b>USES BY ORG CODE</b>									
KCRT Cable TV-40864281	126,000	9,507	102,488	121,995	25,000	20,000	20,000	20,000	206,995
									-
									-
									-
<b>TOTAL CIP BUDGET</b>	<b>126,000</b>	<b>9,507</b>	<b>102,488</b>	<b>121,995</b>	<b>25,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>206,995</b>

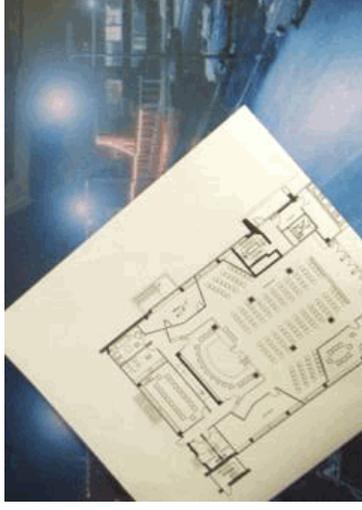
FY2011-12 CIP Budget

# Richmond

## 2011/12-2015/16 Capital Improvement Program

### Project Description Report

<b>Project Name:</b>	Council Chambers Video Production Equipment	
<b>Project Manager:</b>	Cecily McMahan	
<b>Department Responsible:</b>	KCRT	
<b>Project Description:</b>	<p>Four years ago, we committed \$134,000 for the equipment replacement when we move into the new chambers. The move in date has been adjusted to June 2009. We anticipate spending about \$50,000 on replacement cameras and robotics out of FY08-09's CIP and any other expenditures out of next year's. Much of the video and audio equipment in the current chambers will move, but at some point in time elements will need to be replaced.</p> <p>Project ID: 06A01            Project Location: 401 27th Street            Estimated Operation and Maintenance Cost: \$0            Project Intent: System enhancement            Project Type: Equipment new and replacement            Estimated Start Date: 05/01/2009            Estimated Completion Date: 06/30/2012</p>	
<b>Justification:</b>	In addition to City Council meetings, Planning Commission meetings, the Chambers are used for a number of live to television events and training sessions shot to video. Equipment needs repair and replacement as time goes by.	
<b>Total Estimated Cost:</b>	\$64,000	



Source Of Funding					
Fund No	Fund Name	FY2011-12	FY2013-14	FY2014-15	FY2015-16
4008	KCRT - Cable Television	\$64,000	\$0	\$0	\$0

# Richmond

## 2011/12-2015/16 Capital Improvement Program

### Project Description Report

Project Name:	Media Center	
Project Manager:	Cecily McMahan	
Department Responsible:	KCRT	
Project Description:	Cameras, projectors, microphones, podiums, set dressing, screens, dressing, recorders and other such technical items needed by various departments. Project ID: 06A01 Project Location: 2544 Barrett Avenue Estimated Operation and Maintenance Cost: \$0 Project Intent: Enhance or expand existing asset Project Type: Equipment new and replacement Estimated Start Date: 08/01/2007 Estimated Completion Date: Ongoing	
Justification:	To support all the technical needs of various departments for checkout rather than external renting. There would be initially an elevated cost with some annual monies for upgrading, replacing and renewal of equipment.	
Total Estimated Cost:	\$50,000	

Source Of Funding						
Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
4008	KCRT - Cable Television	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000

**Richmond**  
2011/12-2015/16 Capital Improvement Program

**Project Description Report**

Project Name:	Microwave Transmission System	
Project Manager:	Ceely McMahon	
Department Responsible:	KCRT	
Project Description:	<p>Two microwave transmitters and one remote control receiver base.</p> <p>Project ID: 06A01                  Project Location: 2544 Barrett Avenue                  Estimated Operation and Maintenance Cost: \$0                  Project Intent: System enhancement                  Project Type: Equipment new and replacement                  Estimated Start Date: 08/01/2008                  Estimated Completion Date: 06/30/2012</p>	
Justification:	For both field production and disaster coverage to be able to send images back to the station from most locations in Richmond.	
Total Estimated Cost:	\$10,000	



Source Of Funding						
Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
4008	KCRT - Cable Television	\$10,000	\$0	\$0	\$0	\$0

# Richmond

## 2011/12-2015/16 Capital Improvement Program

### Project Description Report

Project Name:	Production Equipment
Project Manager:	Cecily McMahan
Department Responsible:	KCRT
Project Description:	<p>Truck and equipment with 37' mast and microwave antenna system, four cameras and DVRs.</p> <p>Project ID: 06A01            Project Location: 2544 Barrett Avenue            Estimated Operation and Maintenance Cost: \$0            Project Intent: System enhancement            Project Type: Equipment new and replacement            Estimated Start Date: 07/01/2007            Estimated Completion Date: 06/30/2012</p>
Justification:	Field shooting and disaster coverage.
Total Estimated Cost:	\$15,995



Source Of Funding						
Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
4008	KCRT - Cable Television	\$15,995	\$0	\$0	\$0	\$0

# Richmond

## 2011/12-2015/16 Capital Improvement Program

### Project Description Report

Project Name:	Studio Upgrade	
Project Manager:	Cecily McMahan	
Department Responsible:	KCRT	
Project Description:	Replacement and new cameras, remote control camera system, lighting grid microphones, set decorations, drapes and electrical wiring. Project ID: 06A01 Project Location: 2544 Barrett Avenue Estimated Operation and Maintenance Cost: \$0 Project Intent: Enhance or expand existing asset Project Type: Public facilities new and renovations Estimated Start Date: 05/01/2009 Estimated Completion Date: Ongoing	
Justification:	Current studio cameras are 16 years old. With adding the second studio to be used for training productions, we need new cameras and complete set up for Studio #2.	
Total Estimated Cost:	\$50,000	

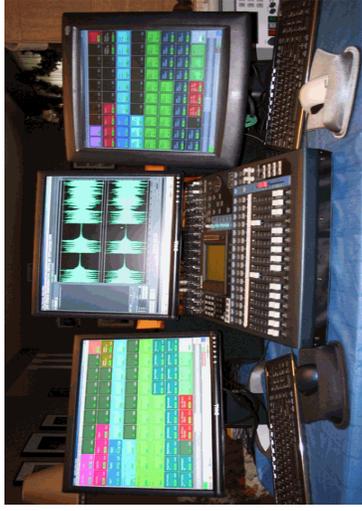


Source Of Funding			
Fund No	Fund Name	FY2011-12	FY2012-13
		FY2013-14	FY2014-15
4008	KCRT - Cable Television	\$10,000	\$10,000
		FY2015-16	\$10,000

**Richmond**  
2011/12-2015/16 Capital Improvement Program

**Project Description Report**

Project Name:	Upgrade Playback System	
Project Manager:	Cecily McMahan	
Department Responsible:	KCRT	
Project Description:	Adding the second two channels to KCRT's playback system. Project ID: 06A01 Project Location: 2544 Barrett Avenue Estimated Operation and Maintenance Cost: \$0 Project Intent: System enhancement Project Type: Information system Estimated Start Date: 08/01/2008 Estimated Completion Date: 06/30/2012	
Justification:	Gives the City more options for the use of the video in City services.	
Total Estimated Cost:	\$17,000	



Source Of Funding			
Fund No	Fund Name	FY2011-12	FY2012-13
4008	KCRT - Cable Television	\$12,000	\$5,000
			\$0
			\$0
			\$0
			\$0



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# Employment and Training



## Mission:

The Employment & Training Department is committed to the development and growth of our community that enhances the quality of life in Richmond. This will be accomplished through establishing effective private/public partnerships and implementing strategies and programs that develop a skilled, talented, educated, and competitive workforce.

## Key Objectives for Strategic Goals:

### 1. Maintain and enhance the physical environment

- Facilitate and complete projects in the Community Economic Development (CED) Strategic Plan.
- Support programs and initiatives that maintain and enhance a healthy Richmond.

### 2. Promote a safe and secure community

- Develop effective private/public partnerships.
- Engage elected officials, business, education, and non-profits in identifying workforce development as a top priority for our community.
- Devise community planning efforts that use demographic data to identify present and future skill requirements in key industries.

### 3. Promote economic vitality

- Devise and implement strategies and programs that develop a skilled and prepared local workforce to address employers' current and future workforce needs.
- Support programs and initiatives that provide high school graduates with the requisite skills to enter the labor force and have access to a well-articulated system from K-12 to college.
- Support and implement strategies that promote economic vitality and enhance business growth and expansion.
- Promote the Richmond Enterprise Zone and encourage the hiring of Richmond residents.

### 4. Promote sustainable communities

- Implement the Healthy RichmondBUILD strategy to educate and empower students to make informed choices about their nutrition and their lifestyles.
- Strengthen our partnership with Brookside Community Health Clinic and Network for a Healthy California to provide on-going medical screenings and monthly nutrition classes for students in the RichmondBUILD Academy.
- Support and implement programs encouraging the use of green building materials and technologies.
- Reduce paper consumption by use of electronic documents and the use of double-sided printing when possible.

### 5. Promote effective government

- Implement strategies that ensure compliance with federal, state and local regulations.

# Employment and Training Department CIP Overview

## TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2010-11 Adopted	FY2010-11 Actual	FY2011-12 Adopted	FY2012-13 Proposed	FY2013-14 Proposed	FY2014-15 Proposed	FY2015-16 Proposed	5 Year Total
	3/31/2011							
<b>SOURCES BY FUND</b>								
General Capital Outlay-2001	89,842	15,215	100,000					100,000
<b>SOURCES TOTAL</b>	<b>89,842</b>	<b>15,215</b>	<b>100,000</b>	-	-	-	-	<b>100,000</b>
<b>USES BY PROJECT</b>								
Starlite Studio Building	89,842	15,215	100,000					100,000
<b>USES BY PROJECT TOTAL</b>	<b>89,842</b>	<b>15,215</b>	<b>100,000</b>	-	-	-	-	<b>100,000</b>
<b>USES BY ORG CODE</b>								
General Capital Outlay-20171041	89,842	15,215	100,000					100,000
<b>TOTAL CIP BUDGET</b>	<b>89,842</b>	<b>15,215</b>	<b>100,000</b>	-	-	-	-	<b>100,000</b>

**Richmond**  
2011/12-2015/16 Capital Improvement Program

**Project Description Report**

Project Name:	Starlite Building Civic Center		
Project Manager:	Sal Vaca		
Department Responsible:	Redevelopment Agency		
Project Description:	Revitalization of Starlite Studio Building located at 2705 Macdonald Ave. Project ID: 02E01 Project Location: 2705 Macdonald Avenue Estimated Start Date: 07/01/2010 Estimated Completion Date: 06/30/2012		
Justification:	To re-locate Employment and Training Department.		
Total Estimated Cost:	\$100,000		



Source Of Funding						
Fund No	Fund Name	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
2001	General Capital Fund	\$100,000	\$0	\$0	\$0	\$0



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# Capital Improvement Plan Glossary

The glossary includes terms that will help you understand the technical language often used in a capital improvements program. Glossary terms are listed alphabetically under each alphabet letter, and include a brief description and an acronym, as applicable.

## A

**Accounting System:** The total set of records and procedures which are used to record, classify, and report information on the financial status and operations of an entity.

**Accounts Payable:** Amounts owing to private persons, firms, or corporation for goods and services received.

**Accounts Receivable:** Amounts owing from private persons, firms or corporation for goods and services furnished.

**Accrual Basis:** The basis of accounting whereby revenues are recognized when earned and measurable regardless of when collected; and expenses are recorded on a matching basis when incurred. All proprietary and fiduciary funds use the accrual basis of accounting.

**Accrue:** To record revenues and expenditures/expenses when they meet the recognition criteria of the fund type involved regardless of when the cash activity occurs.

**Accrued:** Expenditures/Expenses Expenses or expenditures that meet the appropriate recognition criteria of the fund type involved but have not been paid. Accrued expenditures are expected to be paid in a subsequent accounting period.

**Accrued Revenues:** Revenues that meet the appropriate recognition criteria of the fund type invoiced, but are not realized during the accounting period. Refer to accrual basis, accrual and modified accrual basis.

**Actual:** Actual refers to the expenditures and/or revenues realized in the past.

**ADA:** Americans with Disabilities Act

**Annexation:** A change in existing community boundaries resulting from the incorporation of additional land.

**Appropriated Expenditure:** In the Fiscal Year Budget, an amount set aside for a specific acquisition or purpose.

**Appropriation:** Is the legal authority to expend up to a certain amount of funds during a budget period. For the City, the adopted budget is the source of appropriations.

**Appraisal:** The process through which conclusions of property value are obtained; also refers to the report that sets forth the process of estimation and conclusion of value.

# Capital Improvement Plan Glossary

**Adjusted Budget:** The status of appropriations as of a specific date between July 1, at the beginning of the fiscal period, and June 30, at the end of the fiscal period. Includes the adopted budget, budget amendments, prior year encumbrances, approved project carry forwards from prior years, and transfers between accounts, divisions and departments.

**Adopted Budget:** Revenues and appropriations approved by the City Council immediately preceding the new fiscal period effective July 1.

**Agency/Department:** A major unit of the municipal organization which is managed by an Agency/Department Director and comprised of a number of divisions which are functionally related to one another.

**Allocation:** The practice of spreading costs among various cost centers on some predetermined reasonable basis (e.g., percentages based on allocation plan) as opposed to distribution of expenses on a unit charge or direct identification basis.

**Appropriation:** An authorization made by the City Council that permits the officials to incur obligations against and to make expenditures of governmental resources.

**Appropriation limit:** Imposed by Propositions 4 and 111, creates a restriction on the amount of revenue which can be appropriated in any fiscal year. The limit is based on actual appropriations, and is increased each year using the growth of population and inflation. Not all revenue are restricted by the limit; only those which are referred to as "proceeds of taxes."

**Appropriation Resolution:** The official enactment by the City Council to establish legal authority for City officials to obligate and expend funds.

**Assets:** The entries on a balance sheet showing all properties and claims against others that may be used directly or indirectly to cover liabilities.

**Audit:** Prepared by an independent Certified Public Accountant (CPA), the primary objective of an audit is to determine if the City's financial statements present fairly the City's financial position and results of operations in conformity with generally accepted accounting principles. In conjunction with their performance of an audit, it is customary for an independent auditor to issue a Management Letter stating the adequacy of the City's internal controls as well as recommending improvements to the City's financial management practices.

## B

**Baseline Schedule:** This is the first schedule based on knowledge the project team gains from the Pre-Design Phase of the project – knowledge about project context and requirements as well as historical data from previous projects. The baseline schedule is typically developed after the completion of the CDR (or, in some cases the EIS). A detailed schedule will be created for the CDR effort, but the baseline schedule for the project will be created at the start of the Design Phase, after the preferred alternative in the CDR is approved.

# Capital Improvement Plan Glossary

**Balance Sheet:** A statement purporting to present the financial position of an entity by disclosing its assets, liabilities, and fund equities as of a specific date.

**Base Line Budget:** Previous year adopted budget with adjustments or current salaries, benefits, indirect, internal service rates.

**Bidder:** An individual, partnership, firm, corporation, or joint venture, submitting a bid for a construction project.

**Bid Items:** Specific items of work, either materials, finished products, or bodies of work that a bidder bids a price on in their pursuit of a construction project; bid items are those items in a construction contract that will be paid for directly.

**Bid Package:** The package of materials that is given out to prospective bidders for their use in bidding on a construction project; the package includes a copy of the Invitation to Bid; various notices, forms and contract provisions, Proposal, Special Provisions, wage rates, Plan Set, permits/approvals, addenda, and subsurface boring logs (if any).

**Bond (Debt Instrument):** A written promise to pay (debt) a specified sum of money (called principal or face value) at a specified future date (called the maturity date) along with periodic interest paid at a specified percentage of the principal (interest rate). Bonds are typically used for long-term debt to pay for specific capital expenditures.

**Budget:** A financial plan for a specific period of time (fiscal period) that matches all planned revenues and expenditures with various municipal services.

**Budget Adjustment:** A legal procedure utilized by City staff to revise a budget appropriation. City staff has the prerogative to adjust expenditures within departmental budgets. City Council approval is required for transfers between funds, and for additional appropriations from fund balance or new revenue sources.

**Budget Calendar:** The schedule of key dates or milestones that the City follows in the preparation, adoption and administration of the budget.

**Budget Document:** A financial and planning tool that reflects the proposed (and later adopted) revenues and appropriations for the City (including operating and capital), performance standards, targets, organizational structure and goals, along with historical financial information.

**Budget Year:** The fiscal year for which a budget is being considered.

**Budgetary Amendments:** The City Council has the sole responsibility for adopting the City's budget, and may amend or supplement the budget at any time after adoption by majority vote. The City Manager has the authority to approve administrative adjustments to the budget as long as those changes are between objects within the same expenditure category.

# Capital Improvement Plan Glossary

**Budgetary Basis:** The process by which budgeted expenditures are adopted through the passage of a resolution. This resolution constitutes the maximum authorized expenditures for the fiscal year and cannot legally be exceeded except by subsequent amendments of the budget by the City Council.

**Budgetary Control:** The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available resources.

## C

**CAG:** Community Advisory Group

**Capacity Enhancements:** Are new facilities projects and operational improvements, which add through lanes.

**California Department of Transportation (Caltrans):** State agency that builds and maintains state highways and administers transportation programs within the state.

**California Environmental Quality Act (CEQA):** Is a statute that requires all jurisdictions in the State of California to evaluate the extent of environmental degradation posed by proposed development or project.

A 1970 law which requires those state agencies to regulate planning and development activity, with major consideration for environmental protection. The basic purposes of CEQA are to:

- Inform governmental decision-makers and the public about the potential significant environmental effects of a proposed planning or development activity;
- Identify ways environmental damage can be avoided or significantly reduced (mitigation);
- Prevent significant, avoidable environmental damage by requiring changes in projects through the use of alternative measures when those measures are feasible; and
- (Overriding consideration) Disclose to the public the reasons why a governmental agency approved a project in the manner the agency chose if significant environmental effects are involved.

**California Transportation Commission (CTC):** Is a body established by Assembly Bill 402 (AB 402) and appointed by the Governor to advise and assist the Secretary of the Business, Transportation and Housing Agency and the Legislature in formulating and evaluating state policies and plans for transportation.

**California Public Utility Commission (CPUC):** Regulates privately owned telecommunications, electric, natural gas, water, railroad, rail transit, and passenger transportation companies. The CPUC is responsible for assuring California utility customers have safe, reliable utility service at reasonable rates, protecting utility customers from fraud, and promoting the health of California's economy.

# Capital Improvement Plan Glossary

**Capital Assets:** Assets of significant value and having a useful life of more than one year. Capital assets are also called fixed assets.

**Capital Budget:** A plan of proposed capital expenditures and the means of financing them. The capital budget is enacted as part of the City's consolidated budget which includes both operating and capital outlays, and is based on a Capital Improvement Plan (CIP).

**Capital Expenditure:** An outlay that results in or contributes to the acquisition or construction of a capital asset.

**Capital Improvements:** Are permanent additions to the City's assets, including the design, construction or purchase of land, buildings or facilities or major renovations of the same. They can be new improvements or existing infrastructure whose operation has been extended or enhanced as result of the project.

**Capital Improvement Plan (CIP):** Is a long-range plan of proposed Capital Improvement Projects with single and multiple-year capital expenditures. The CIP is updated annually. Appropriations for each approved project are presented in the annual budget, with some projects spanning multiple fiscal years.

**Capital Improvement Program or Capital Projects:** A plan for capital expenditures for the acquisition, expansion or rehabilitation of an element of the City's physical plant to be incurred within a fixed period of several future years.

**Capital Outlay:** Expenditures relating to the purchase of equipment, facility modifications, land, and other fixed assets.

**Capital Project Fund:** Used to account for financial resources used for the acquisition or construction of major capital facilities (other than those financed by Proprietary Funds).

**Capital Reinvestment Fund:** General Fund monies expended on capital projects.

**Carry forward:** Appropriations brought forward from a previous fiscal year to continue or complete a specific project, program or activity.

**Cash Basis:** A basis of accounting in which transactions are recognized only when cash is increased or decreased.

**Categorical Exclusion:** A category of project actions which a federal agency identifies in its National Environmental Policy Act (NEPA) procedures that do not individually or cumulatively have a significant effect on the environment.

**Central Business District (CBD):** Is the downtown core area of a city, generally an area of high land valuation, traffic flow, and concentration of retail, business offices, theaters, hotels, and service businesses.

**Change Order:** A written account of changes in quantities or work during the Construction Phase. Change orders must be approved at the appropriate level of authority as defined in the Change Order Management policy.

# Capital Improvement Plan Glossary

**CIP:** Capital Improvement Plan

**Circulation Mitigation:** Developer impact fees for traffic and street improvements.

**Clean Water Act:** Legislation that provides statutory authority for the National Pollutant Discharge Elimination System (NPDES) program; Public law 92-500; 33 U.S.C. 1251 et seq. Also known as the Federal Water Pollution Control Act.

**Close Out:** The managerial process of finalizing the project. During this process, all physical work is completed, project records are filed, required closure notifications are distributed, and necessary or requested audits are conducted.

**Commitment:** Planned expenditures from the general ledger details are rolled-up in a commitment line item. City Council approved budget is based on a commitment item.

**Community Development Agency:** Is responsible for maintaining the City's infrastructure system, utilities and community facilities, as well as providing the necessary improvements in order to accommodate long-term growth.

**Community Facility District (CFD):** Special taxes levied on property owners for capital improvements in their community.

**Community Involvement Plan:** A plan developed with support from DOT's Community Relations and Communications staff and DOT's Public Affairs staff that forms the basis of project-related external communications with the public.

**Condemnation:** A judicial or administrative proceeding to exercise the power of eminent domain, through which a government agency takes private property for public use and compensates the owner.

**Congestion Management System (CMS):** Is required by ISTEA to be implemented by states to improve transportation planning.

**Congestion Management Program (CMP):** Is an integrated approach to programming transportation improvements. This approach requires detailed consideration of the complex relationships among transportation, land use and air quality.

**Consumer Price Index (CPI):** A statistical description of price levels provided by the U.S. Department of Labor. The change in the index from year to year is used to measure the cost of living and economic inflation.

**Construction Phase:** A specific phase of the project during which project design is implemented.

**Construction Contract:** A signed, written agreement between the City and the Contractor that describes, among other things, what work will be done and when; who provides labor and materials; and how the Contractor will be paid.

# Capital Improvement Plan Glossary

**Contingency (Reserve):** A budget reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted for. Please see “Supplemental” portion of this Policy Budget for details on the City Council's reserve policies.

**Contract Total:** The sum of the total estimated costs from the list of Contractor bid items.

**Contractual Services:** Expenditures for services the City received from an outside company. Professional and technical services performed by non-COR staff are considered contractual services.

**Contractor:** The individual, partnership, firm, corporation, or joint venture, contracting with the City to do prescribed work as defined in the construction contract.

**Coordination Meeting:** A meeting conducted just prior to one of the following milestones: 30% PS&E, 70% PS&E, 95% PS&E. The purpose of a coordination meeting is open discussion of issues and comments related to a project's design, Plan Set, Specifications Package, and Engineer's Estimate.

**Council of Governments (COG):** Is a voluntary consortium of local government representatives, from contiguous communities, meeting on a regular basis, and formed to cooperate on common planning and solve common development problems of their area. COGs can function as the RTPAs and MPOs in urbanized areas.

**Concept:** Is a strategy for future improvements that will reduce congestion or maintain the existing level of service on a specific route.

**Concurrency:** A requirement that development and the extension of infrastructure occurs at the same time. This is used to prevent sprawling development in areas that do not have infrastructure in place, and to ease the financial burden on the localities that build it.

**Congestion:** Is defined by Caltrans as reduced speeds of less than 35 mile per hour for longer than 15 minutes.

**Congestion Management Plan:** The monitoring and mitigation of increased congestion on regional routes and transit systems.

**Corridor:** A major transportation route which can consist of one or more highways, arterial streets, transit lines, rail lines and/or bikeways.

**CRE – County Road Engineer:** Individual responsible for establishing and maintaining engineering standards, practices and professionalism for the Road Services Division, and approving and stamping final plans and record drawings.

**Critical Area:** Any of those areas that are subject to natural hazards or those land features that support unique, fragile or valuable natural resources including fishes, wildlife and other organisms and their habitat, and such resources that carry, hold or purify water in their natural state. Critical areas include: aquatic area, coal mine hazard area, critical aquifer recharge area, erosion hazard area, flood hazard area, landslide hazard area, seismic hazard area, steep slope

# Capital Improvement Plan Glossary

hazard area, volcanic hazard area, wetlands, wildlife habitat conservation area, and wildlife habitat network.

**CTR:** Commute Trip Reduction

## D

**Debt Service:** Payment of interest and repayment of principal to holders of the City's debt instruments.

**Debt Service Fund:** This fund type is used to account for the payment and accumulation of resources related to general long-term debt principal and interest.

**Dedicated Funds;** Federal, state or local funds which can be used only for specific purposes or by specific agencies.

**Deficit:** 1) The excess of entity's liabilities over its assets (See Fund Balance). 2) The excess of expenditures or expenses over revenues during a single accounting period.

**DEIS:** Draft Environmental Impact Statement

**Department/Agency:** A major unit of the municipal organization which is managed by an Agency/Department Director and comprised of a number of divisions which are functionally related to one another.

**Depreciation:** 1) Expiration in the service life of capital assets attributable to wear and tear, deterioration and or action of the physical elements. 2) That portion of the cost of capital asset which is charged as an expense during a particular period.

**Design Phase:** A specific phase of the project when the concept is formulated into plans and specifications.

**Discretionary Funds:** Federal, state and local funds which can be used for a variety of purposes are determined by local needs and priorities.

**Demand Capacity Ratio (D/C):** Is the relationship between the demands for vehicle trips on a facility versus the number of vehicle trips that can be accommodated on that facility.

**Demonstration Funds (DEMO):** Federal transportation acts sometime target specific projects in various states in addition to general programs for federal support. This funding category includes "demonstration" funding provided under the Inter modal Surface Transportation Efficiency Act (ISTEA), as well as "high priority project" funding provided under TEA-21. These projects for "demonstration" or "high priority project" funding often have special rules applying to their use.

**Department of Transportation (DOT):** A federal agency that implements the nation's overall transportation policy.

**Development:** Means the following activities: (1) the division of a parcel of land into two or

# Capital Improvement Plan Glossary

more parcels; (2) the construction, reconstruction, conversion, structural alteration, relocation, enlargement, or demolition of a structure, excavation, landfill, or deposition; and (3) any use, or change in the use, of any structure, or land, or extension of use of land.

**Disbursement:** The expenditure of monies from an account.

**District System Management Plan (DSMP):** Is a part of the system planning process and refers to a long-range plan for management of transportation systems in its jurisdiction.

**Division:** A unit of the municipal organization which reports to a department or agency.

**DNR:** Department of Natural Resources

**Documentary Transfer Tax:** This is a 0.7% tax on the fair market value that is imposed on the transfer or sale of real property.

**DOE:** California State Department of Ecology

## E

**Easement:** A right to use the land of another for a specific purpose, sometimes referred to as a "deed restriction". Easements may be purchased from the property owner or donated by the owner to an agency. The holder of an easement agrees to perform periodic inspections and to take the legal action, if necessary, to ensure that easement provisions are met.

**Easement by Necessity:** An easement allowed by law as necessary for the full enjoyment of a parcel of real estate; for example, a right of ingress and egress over a grantor's land.

**Economic Development:** Investment of resources to create financial self-sufficiency and prosperity in a community, including the industrial, commercial, and service sectors.

**EEO/DB:** Equal Employment Opportunity/Disadvantaged Business Enterprise.

**EIS – Environmental Impact Statement:** An environmental review document prepared in accordance with SEPA and/or NEPA when the lead agency determines a proposal is likely to result in significant adverse environmental impacts.

**Eminent Domain:** The right of a government or municipal quasi-public body to acquire property for public use through a court action called condemnation, in which the court decides that the use is a public use and determines the compensation to be paid to the owner.

**Encroachment:** A structure or part of a structure that occupies the property of another.

**Encumbrance:** Funds designated out of an appropriation to be spent on a specific purpose. The function of an encumbrance is to guarantee dollars will be available to pay bills when due.

**Engineer's Estimate:** A detailed construction cost estimate including a list of contractor bid items, estimated quantities and estimated unit prices, the Contract Total, sales tax, contingency costs, cost of work to be done by City crews, cost of work to be done by others, value of material furnished by City, estimated cost of incentives, and reimbursables. Engineer's

# Capital Improvement Plan Glossary

Estimates are generally labeled as 70% Engineer's Estimate, 95% Engineer's Estimate, and 100% Engineer's Estimate.

**Enterprise Fund:**

A governmental accounting fund in which the services provided are financed and operated similarly to those of a private business. The rate schedules for these services are established to ensure that the revenues are adequate to meet all necessary expenditures.

**Environmental Assessment (EA):** An environmental analysis prepared pursuant to the National Environmental Policy Act (NEPA) to determine whether a federal action would significantly affect the environment and thus require a more detailed environmental impact statement.

**Environmental Impact Report/Environmental Impact Statement (EIR/EIS):** An analysis of the environmental impacts of proposed land development and transportation projects; it is an EIR when conducted in response to CEQA, and it is an EIS when conducted for federally funded or approved projects per NEPA. A draft EIR or draft EIS (DEIR or DEIS -- often they are prepared simultaneously) is circulated to the public and agencies with approval authority for comment. The DEIR or DEIS grows up to be a certified FEIR or FEIS that contains responses to public comments and ways to mitigate adverse impacts.

**Environmental Review:** An analysis of the environment around the project, the impacts the environment could have on the project, and the impacts the project could have on the environment. The process involves identification and evaluation of probable environmental impacts and the development of mitigation measures that will reduce adverse environmental impacts. This review is done in compliance with SEPA and/or NEPA, as applicable to the specific project.

**ESA:** Endangered Species Act

**Expenditure:** The outflow of funds paid or to be paid for an asset obtained or goods and services obtained regardless of when the expense is actually paid. This term applies to all funds. Note: an encumbrance is not an expenditure; an encumbrance reserves funds to be expended.

**Expenditure Category:** A basis for distinguishing types of expenditures. The major expenditure categories used by the City of Richmond are personnel services; operations and maintenance; and capital outlay.

**Expense:** Charges incurred (whether paid immediately or unpaid) for operations, maintenance, interest, or other charges.

## E

**Federal Highway Administration (FHWA):** The federal agency responsible for the approval of transportation projects that affect the federal highway system. Administratively, FHWA is part of the U.S. Department of Transportation.

**Federal Transportation Improvement Program (FTIP):** Also referred to as the TIP. This is a

# Capital Improvement Plan Glossary

short-range action plan to the long-range RTP. It identifies specifically what projects will be funded within the next 3 - 7 years.

**FEMA:** Federal Emergency Management Act

**FHWA:** Federal Highway Administration

**Fiduciary Funds:** Account for assets held in a trustee or agency capacity for others, and therefore cannot be used to support the government's own program.

**Final Inspection:** An inspection of the construction site facilitated by the Resident Engineer and including the Contractor, Project Manager, Inspector, regulators and funding agency.

**Financial Plan:** A parent document for the budget which establishes management policies, goals, and objectives for all programs within the City over a one-year period (see Budget).

**Finding of No Significant Impact (FONSI):** Is a document prepared by a federal agency showing why a proposed action would not have a significant impact on the environment and thus would not require preparation of an Environmental Impact Statement (EIS). A FONSI is based on the results of an environmental assessment.

**Fines and Forfeitures:** Fines and Forfeitures consist primarily of fines for parking violations on the City's streets, Municipal Court fines and Library fines.

**Fiscal Impact Analysis:** The analysis of the estimated taxes that a development project would generate in comparison to the cost of providing municipal services demanded by that project.

**Fiscal Year:** The 12-month operating period of the government. For the City, this period begins July 1st and ends June 30th.

**Fixed Assets:** Assets of long-term nature such as land, buildings, machinery, furniture, and other equipment. The City has defined such assets as those with an expected life in excess of one year and an acquisition cost in excess of \$5,000.

**Flood Control:** The specific regulations and practices that reduce or prevent the damage caused by storm water runoff.

**Fixed Charges:** Are items of expenditures for services rendered by internal operations of the City. Rental of City equipment, computer services, building rental, indirect operating expenses, and depreciation are examples of fixed charges.

**Franchise Fees:** A .5% to 5% fee imposed on franchise revenue in accordance with franchise agreements with utility companies.

# Capital Improvement Plan Glossary

**Fringe Benefits:** These include employee retirement, social security, health, dental, life insurance, worker's compensation, uniforms, and deferred compensation plans.

**FTE (Full-Time Equivalent):** An FTE or full-time equivalent is defined as a staff year. For example, two employees who work one-half time are considered one full-time equivalent.

**Freeway Capacity:** Is the maximum sustained 15 minute rate of flow that can be accommodated by a uniform freeway segment under prevailing traffic and roadway conditions in a specified direction.

**Functional Classification:** Guided by federal legislation, refers to a process by which streets and highways are grouped into classes or systems, according to the character of the service that is provided, i.e., Principal Arterials, Minor Arterial Roads, Collector Roads, Local Roads.

**Fund:** A set of internal accounts that records revenue, expenditures, and obligations related to a specific purpose.

**Fund Accounting:** Governments use funds to account for activities within the entity.

**Fund Balance:** The net effect of assets less liabilities at any given point in time. The total fund balance includes a designated/reserved portion, usually for encumbrances, projects, or other prior commitments, as well as an undesignated/unreserved (i.e., "available") portion.

## G

**GAAP:** Generally Accepted Accounting Principles. Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

**General Fund:** The fund supported by taxes, fees and other revenues that may be used for any lawful purpose. The general fund accounts for all financial resources except those required to be accounted for in another fund.

**General Ledger Accounts:** Accounting detailed list of accounts for revenue and expenditure where the departments/division earnings and expenditures are recorded.

**Governmental Funds:** Account for activities that are primarily tax-supported operations or other mandatory payments.

**Grant:** A contribution by a government, other organization, or a private individual to support a particular function. Grants may be classified as either categorical or block, depending upon the amount of discretion allowed the grantee. Grants may be competitive or based on allocation.

**Growth Management:** The conscious public decision to restrain, accommodate or induce development in any geographic setting and at any governmental level. Growth management systems provide a means for governments to establish comprehensive goals and objectives designed to address the problems of growth through an integrated system of administrative, financial and regulatory programs.

# Capital Improvement Plan Glossary

## H

**HALS:** High Accident Locations

**HARS:** High Accident Road Segments

**Highway Capacity Manual (HCM):** Revised in 1994 by the Transportation Research Board of the National Research Council, the HCM presents various methodologies for analyzing the operation (see Level of Service) of transportation systems as freeways, arterial, transit, and pedestrian facilities.

**High Occupancy Vehicle (HOV):** Are a lane of freeway reserved for the use of vehicles with more than a preset number of occupants; such vehicles often include buses, taxis and carpools.

## I

**Impact Fees:** Costs imposed on new development to fund public facility improvements required by new development and ease fiscal burdens on localities.

**Initial Study:** The preliminary analysis that the lead agency prepares in order to determine whether to prepare a negative declaration or an EIR and, if necessary, to identify the impacts to be analyzed in the EIR (CEQA). When the agency determines that an EIR is unnecessary, the study serves the purpose of providing documentation of the factual basis for concluding that a negative declaration will suffice.

**Infrastructure:** Those capital facilities and land assets under public ownership, or operated or maintained for public benefit, that are necessary to support development and redevelopment and to protect the public health, safety, and welfare. Infrastructure systems may include, but are not limited to, transportation, energy, telecommunications, farmland retention, water supply, wastewater disposal, storm water management, shore protection, open space and recreation, solid waste disposal, public health care, public education, higher education, arts, historic resources, public safety, justice, public administration, and public housing.

**Inspector:** The Project Engineer's representative who inspects construction contract performance in detail, including how the approved design is implemented in the field.

**Intelligent Transportation System (ITS):** Applications of information technology to enhance transportation system management, e.g., real-time information about traffic incidents, routing alternatives and/or the guidance of vehicles through remotely-controlled equipment.

**Inter-fund Transfers:** The movement of monies between funds of the same governmental entity.

**Intermodal Surface Transportation Efficiency Act (ISTEA):** Federal legislation which provided for major restructuring of the federal funding program. Re-authorized as the Transportation Equity Act for the 21st Century (TEA-21).

# Capital Improvement Plan Glossary

**Internal Service Charges:** The charges to user departments for internal service provided by another government agency, such as fleet maintenance or insurance funded from a central pool.

**Interregional Road System (IRRS):** Is a series of Interregional state highway routes, outside the urbanized areas, that provide access to, and links between, the state's economic centers, major recreational areas, and urban and rural regions.

**Interregional Transportation Strategic Plan (ITSP):** Describes and communicates the framework in which the state will carry out its responsibilities for the Interregional Improvement Program (IIP). It also identifies how Caltrans will work with regional agencies to consult and seek consensus on the relative priority of improvements. The plan is evaluated in terms of its progress in carrying out its objectives, strategies and actions and updated accordingly on a biennial basis.

**Investment:** Securities and real estate purchased and held for the production of income in the form of interest, dividends, rental or base payments.

## J

There are no terms at this time.

## K

There are no terms at this time.

## L

**Land Use Planning:** Generic term used to describe zoning results such as environmental impact, allowable development uses, historic/cultural preservation, etc.

**Lead Agency:** The agency or agencies that have taken the primary responsibility for preparing the environmental impact statement.

**Legal Description:** A method of describing a particular parcel of land in such a way that it uniquely describes the particular parcel and no other. A legal description may be a simple reference to a lot as shown on a subdivision plat, or be described by metes and bounds. To be adequate, it should be sufficient to locate the property without oral testimony.

**Letter of Transmittal:** The opening section of the budget, which provides the City Council and the public with a general summary of the most important aspects of the budget, changes from the previous fiscal years, and the views and recommendations of the City Administrator.

**Level of Service (LOS):** Is a qualitative measure describing operational conditions within a traffic stream; generally described in terms of such factors as speed and travel time, freedom to maneuver, traffic interruptions, comfort and convenience, and safety. LOS A represents free flow, and LOS F represents gridlock.

# Capital Improvement Plan Glossary

**Liability:** Debt or other legal obligation arising out of transaction in the past which must be liquidated, renewed or refunded at some future date; financial obligations entered in the balance sheet. Note: The term doesn't include encumbrances.

**Licenses and Permits:** Revenues under this category are from fees for business licenses, building regulation and planning permits. In Richmond, the Business License Tax is charged annually at different rates depending on the Business Tax Category. Licenses and Permits revenue comes from construction permits from the construction of sidewalks, driveways, sewer, grading and excavating, encroachment and obstruction.

**Line Item Budget:** A budget that lists detailed expenditure categories (salary, material, telephone service, travel, etc.) separately, along with the amount budgeted for each specified category. The City uses a line-item detail to maintain and record for financial reporting and control purpose. (See General Ledger Accounts & Commitment Item)

**Local Agency Investment Fund (LAIF):** Program established by the state to enable treasurers to place idle funds in a pool for investment. Each agency is currently limited to LAIF of an investment of \$20 million plus any bond proceeds.

**Local and Regional Level of Service Standards:** Identifies the level of service standards set by local and regional jurisdictions in general plans and congestion management programs.

**Long Range Transportation Plan:** A 15 to 20 year forecast plan that must consider a wide range of social, environmental, energy and economic factors. The plan addresses overall regional goals and how transportation can best meet those goals within financial limits.

## M

**Market Value:** What a willing seller could reasonably expect to receive if he/she were to sell the property on the open market to a willing buyer.

**Master Plan:** A plan prepared to specify and coordinate the provision of one or more infrastructure systems and related services.

**Maturities:** The dates on which the principal or stated values of investments or debt obligations mature and may be reclaimed.

**Measure Q - City Sales Tax:** A one-half of one percent (1/2%) sales tax increment approved by Richmond voters in the November 2004 election. This increased the Richmond tax from 8.25% to 8.75%.

**Metropolitan Planning Organization (MPO):** A federally required planning body responsible for the transportation planning and project selection in its region. The Governor designates an MPO in every urbanized area with a population of over 50,000 people.

**Metropolitan Transportation Improvement Program (MTIP):** A listing of highway and transit projects that the region hopes to fund.

# Capital Improvement Plan Glossary

**Milestone:** A tangible point in time that tells how far along a project is in the process.

**Mission Statement:** Provides policy guidance and direction for the highest priority objectives to be accomplished during the budget period. Over the last several years, the City Council has developed community goals and long-range vision for the City, which best summarize expectations of the community.

**Mitigation:** One or more of the following approaches to mitigate environmental impact(s) with an emphasis on attempting those measures in the sequence in which they are listed: (1) avoiding the impact altogether by not taking a certain action or parts of an action; (2) minimizing impacts by limiting the degree or magnitude of the action and its implementation; (3) rectifying the impact by repairing, rehabilitating, or restoring the impacted environment; (4) reducing or eliminating the impact over time by preservation and maintenance operations during the life of the action; and (5) compensating for the impact by replacing or providing substitute resources or environments.

**Mitigated Negative Declaration:** Under the California Environmental Quality Act (CEQA), if an initial study reveals substantial evidence that significant environmental effects might occur, the project proponent can modify the project so as to eliminate all such possible significant impacts or reduce them to a level of insignificance.

**Model, Mode Choice:** Is a model used to forecast the proportion of total person trips on each of the available transportation modes.

**Modified Accrual Basis:** The basis of accounting under which expenditures, whether paid or unpaid, are formally recognized when incurred against the account, but revenues are recognized only when they become both measurable and available to finance expenditures of the current accounting period. All governmental funds use the modified accrual basis of accounting.

**MPS:** Mitigation Payment System

**MVET:** Motor Vehicle Excise Tax

**Municipal Bonds:** Interest-bearing obligations issued by state or local governments to finance operating or capital costs. The principal characteristic that has traditionally set municipal bonds apart from other capital market securities is the exemption of interest income from Federal income tax.

## N

**NAC:** National Association of Counties

**NAFA:** National Association of Fleet Administrators

**Natural Diversity Information:** Identifies special status of habitats and species found within 300 meters of centerline of the existing highway facility.

# Capital Improvement Plan Glossary

**National Highway System (NHS):** Consists of 155,00 miles (plus or minus 15 percent) of the major roads in the U.S. Included will be all Interstate routes, a large percentage of urban and rural principal arterials, the defense strategic highway network, and strategic highway connectors.

**National Environmental Policy Act (NEPA):** Federal legislation that requires consideration of environmental consequences of a project before the project can begin. If a study indicates that there are undesirable environmental consequences of a proposed project, they requires either that consideration be given to "mitigating" measures built into the project that would lessen the environmental damage, or that alternatives (different ways of accomplishing the project goals) be considered that would be less damaging to the environment. NEPA applies to any major federal, state, county, city, or industrial projects that require a Federal permit or receive funding from a Federal agency.

**National Pollutant Discharge Elimination System (NPDES):** Two-phased surface water quality program authorized by Congress as part of the 1987 Clean Water Act.

**Negative Declaration:** Under the California Environmental Quality Act (CEQA), a Negative Declaration is prepared when, after completing an initial study, a lead agency determines that a project "would not have a significant effect on the environment".

**NEPA:** National Environmental Policy Act

**NMFS:** National Marine Fisheries Service (now Fisheries)

**Non-Attainment Area:** An air basin that does not meet existing state or federal air quality standards.

**Notice of Completion (NOC):** The California Environmental Quality Act (CEQA) requires a notice to the public that a Draft Environmental Impact Report (DEIR) has been completed.

**Notice of Determination (NOD):** Under the California Environmental Quality Act (CEQA), a Notice of Determination is filed by the lead environmental regulatory agency once it has decided to implement or approve a project for which it has approved a negative declaration.

**Notice of Intent (NOI):** Under the National Environmental Policy Act (NEPA), the first formal step in the environmental impact statement process, consisting of a notice with the following information: a description of the proposed action and alternatives; a description of the agency's proposed scoping process, including scoping meetings; and the name and address of the persons to contact within the lead agency regarding the environmental impact statement.

**Notice of Preparation (NOP):** The California Environmental Quality Act (CEQA) requires this notice to the public that an Environmental Impact Report (EIR) will be prepared for a proposed development. It allows time for members of the community to submit their environmental concerns regarding a proposed development.

**Notice to Proceed:** A letter signed by the Project Engineer and issued to the Contractor granting notice that construction must begin within a designated period.

# Capital Improvement Plan Glossary

## O

**Objectives:** Departmental statements describing significant activities to be accomplished during the fiscal year.

**Obligation:** The Federal government's legal commitment (promise) to pay or reimburse the states or other entities for the Federal share of a project's eligible costs.

**Operating Budget:** A financial plan for the provision of City services and basic governmental functions. The operating budget contains appropriations for such expenditures as personnel services, fringe benefits, commodities, services and minor capital expenses. It does not include Capital Improvement Plan expenditures.

**Operations and Maintenance:** Expenditures related to operating costs including supplies, commodities, contract services, materials, utilities and educational services.

**Ordinance:** A formal legislative enactment by the governing board (City Council) of a municipality. If it is not in conflict with any higher form of law, it has the full force and effect of law within the boundaries of the municipality to which it applies.

**Outfall:** The point where wastewater or drainage discharges from a sewer pipe, ditch, or other conveyance to a receiving body of water.

## P

**Performance Measures:** Specific quantitative measures of work performed within an activity or program (e.g., total miles of streets cleaned). Also, a specific quantitative measure of results obtained through a program or activity (e.g., reduced incidence of vandalism due to new street lighting program).

**Permitting Authority:** The National Pollutant Discharge Elimination System (NPDES) - authorized state agency or Environmental Protection Agency (EPA) regional office that administers the NPDES program, issuing permits, providing compliance assistance, conducting inspections, and enforcing the NPDES program.

**Permits/Approvals:** Required permissions from regulatory agencies with jurisdiction over the work or location of the project.

**Personnel Services:** Expenditures related to employee compensation including wages and salaries, fringe benefits, retirement, premiums, allowances and special/supplemental pay such as shift differentials.

**Phase:** Series of related activities during a project's lifecycle, usually culminating in the completion of a major deliverable.

**Plat Map:** A map of a town, section or subdivision indicating the location and boundaries of individual properties.

# Capital Improvement Plan Glossary

**Pre-construction Conference (Precon):** A meeting held with the Contractor and City of Richmond staff with the purpose of introducing all parties involved in project construction, identifying critical project issues, and answering Contractor questions. The meeting occurs between contract execution and Notice to Proceed.

**Program:** An activity, or division, within a department which furthers the objectives of the City Council, by providing services or a product.

**Program Budget:** Programs, and associated program codes, are created to articulate the programmatic functions performed by the City organization. The budget (both revenues and expenditures) can be described in programmatic terms. This enables the Mayor and City Council to view how much is being committed and/or spent to achieve their goals and objectives.

**Programming:** The designation of funds for transportation projects which when approved are included in the transportation improvement program (TIP).

**Project:** A temporary endeavor undertaken to create a unique product or service. It can be considered to be any series of activities and tasks that have: (1) A specific objective to be completed within certain specifications; (2) defined start and end dates; and (3) funding limits and consumed resources. Generally, this is a construction project but could be any undertaking requiring a joint effort wherein a scope, schedule, budget, and desired outcome has been defined.

**Project Close Out Phase:** A specific phase of the project when construction tasks are completed, contractual and administrative requirements are completed and the project files are archived.

**Project Manager:** The person responsible for leading the team; delivering the project within an approved scope, schedule and budget; conducting quality assurance of the project products; monitoring project progress; and overseeing the project from Pre-Design Phase through Project Close Out Phase.

**Project Report (PR):** Is a conceptual engineering report that describes the work in more detail than the PSR.

**Project Study Report (PSR):** Is the pre-programming document required before a project may be included in the STIP.

**Property Tax:** A major portion of the revenues of the City is from property taxes. Property such as land, structures and improvements is subject to tax which is applied to a property's value. In 1978, Proposition 13 revised the calculation of the California property taxes by establishing a fixed rate of one percent of a property's value and thereby limiting the growth in assessed valuation to 2 percent per year. The exception to this is when property changes hands, in which case fair value becomes the basis of valuation. The City receives its share of property taxes during the months of December, April and June of each fiscal year at 55%, 40% and 5% of the total amount. Of the total property tax received, approximately 48% is General Fund, 16% is Sewer, 24% is Pension Tax Override and 12% is from Assessment Districts.

# Capital Improvement Plan Glossary

**Proprietary Funds:** Account for activities that are primarily funded by income from operations resulting from payments for goods and services provided to users.

**PS&E:** Plans, Specifications and Estimates

**Punchlist:** A list of items generated following the Final Inspection consisting of work the Contractor must complete before the project is considered complete and the Notice of Completion and Acceptance is issued.

## Q

There are no terms at this time.

## R

**Ready-to-Ad:** A document that confirms funds are available for construction; it is signed by the Finance Manager of the Capital Improvement Plan Unit and CRE and is required prior to advertisement of the project.

**Record of Decision (ROD):** Under the National Environmental Policy Act (NEPA), a public document that reflects the agency's final decision, rationale behind that decision, and commitments to monitoring and mitigation.

**Redevelopment Agency:** The governing body created to designate redevelopment project areas, supervise and coordinate planning for a project area, and implement the development program.

**Redevelopment Plan:** Plan for revitalization and redevelopment of land within the project area in order to eliminate blight and remedy the conditions that caused it.

**Reimbursements:** Payments remitted by another agency, department, or fund to help defray the costs of a particular service or activity for which some benefit was obtained by the reimbursing party. These amounts are recorded as expenditures, or expenses in the reimbursing fund and as a reduction of expenditures, or expenses, in the fund that is reimbursed.

**Relocation:** The effort to assist and facilitate re-housing of families and single persons, businesses or organizations that are displaced due to redevelopment activities.

**Relocation Assistance:** Relocation payments help to assist families, individuals, businesses, and non-profit organizations that are displaced as a result of redevelopment activities. This includes aid in finding a new location, payments to help cover moving costs, and additional payments for certain other costs.

**Reserved Fund Balance:** A portion of a fund's balance that is legally restricted for a specific purpose and is, therefore, not available for general appropriation.

# Capital Improvement Plan Glossary

**Resolution:** A special order of the City Council which requires less legal formality than an Ordinance in terms of public notice and the number of public readings prior to approval. A Resolution has lower legal standing than an Ordinance. The adopted operating budget is approved by Resolution and requires a majority vote of the City Council members present at the time of adoption.

**Revenue:** Funds that the City receives as income. It includes such items as taxes, licenses, user fees/charges for services, fines/penalties, grants, and internal revenue.

**Revenue Estimates:** A formal estimate of how much revenue will be earned from a specific revenue source for some future period; typically, a future fiscal year.

**Right-of-Way (ROW):** The right given by one landowner to another to pass over the land actually transferring ownership. ROW is granted by deed or easement, for construction and maintenance according to a designated use. This may include highways, streets, canals, ditches, or other uses.

**Runoff:** Drainage or flood discharge that leaves an area as surface flow or as pipeline flow.

## S

**Salaries and Benefits:** An operating budget category which generally accounts for full-time and part-time salaries, overtime costs, and fringe benefits.

**Sales and Use Tax:** The current Sales Tax rate in Richmond is 8.75 percent. The City's share of this is 1% percent, with the State getting 6.25%. Sales tax revenue is influenced by different factors such as the number of retail outlets, the interest rates, disposable income, and the rate of inflation. Richmond also has revenue sharing agreements with the City of El Cerrito.

**Schedule:** The planned dates for performing activities and the planned dates for meeting milestones.

**Secondary Access:** A second means for vehicles to get into or leave a neighborhood or development. Having more than one means of access tends to distribute traffic more evenly, and is considered critical for emergency vehicle access.

**Sewer:** Any pipe or conduit used to collect and carry away sewage or storm water runoff from the generating source to the treatment plant or receiving stream.

**Sewer Capital:** Fees collected by the City for future expansion and capacity increases of the sewer and waste water systems.

**Source of Revenue:** Revenues are classified according to their source or point of origin.

**Special Revenue Fund:** Used to account for the proceeds of special revenue sources that are restricted by law (or administrative action) to expenditures for specific purposes.

**Specifications Package:** A packet of information made up of Standard Specifications and Special Provisions that forms the basis of the construction contract defining the work to be

# Capital Improvement Plan Glossary

done, the material requirements, the construction requirements, the methods of measurement, and the methods of payment during construction. The Specifications Package is generally referred to as either 70% Spec Package, 95% Spec Package or 100% Spec Package.

**State Transportation Improvement Program (STIP):** The statewide Capital Improvement Plan adopted biennially by the California Transportation Commission, which includes all major transportation projects funded by state or Federal funds.

**Statement of Overriding Considerations:** Provides an agency with a means to adopt a project with unmitigated significant environmental impacts. The California Environmental Quality Act (CEQA) requires the decision-maker to balance the benefits of a proposed project against its unavoidable environmental risks in determining whether to approve the project. If the benefits of a proposed project outweigh the unavoidable adverse environmental effects, the adverse environmental effects may be considered acceptable.

**Storm Drain:** An opening leading to an underground pipe or open ditch for carrying surface runoff, separate from the sanitary sewer or wastewater system.

**Storm Drain Fund:** Fees received from developers for storm drain facilities.

**Stormwater:** Precipitation that accumulates in natural and/or constructed storage and storm water systems during and immediately following a storm event.

**Stormwater Pollution Prevention Plan (SWPPP):** A plan to describe a process through which a facility thoroughly evaluates potential pollutant sources at a site and selects and implements appropriate measures designed to prevent or control the discharge of pollutants in storm water runoff.

**Street, Arterial:** A thoroughfare designed to carry vehicular traffic between neighborhoods and from surrounding areas into and out of the city.

**Street, Collector:** A street that directs neighborhood vehicular traffic to the arterial street system; it basically serves the surrounding neighborhoods, not the wider community.

**Street, Local:** A street that provides access to adjacent properties and allows for vehicular traffic circulation within a neighborhood.

**Supplemental Appropriation:** An act appropriating funds in addition to those in an annual appropriation act. Supplemental appropriations provide additional budget authority beyond the original estimates for programs or activities (including new programs authorized after the date of the original appropriation act) in cases where the need for funds is too urgent to be postponed until enactment of the next regular appropriation bill.

**Supplies and Services:** This budget category accounts for all personnel, and capital outlay expenses.

**Surface Runoff:** The portion of rainfall that moves over the ground toward a lower elevation and does not infiltrate the soil.

**Sustainable Development:** Development with the goal of preserving environmental quality,

# Capital Improvement Plan Glossary

natural resources and livability for present and future generations. Sustainable initiatives work to ensure efficient use of resources.

**System Capacity:** The ability of natural, infrastructure, social and economic systems to accommodate growth and development without degrading or exceeding the limits of those systems, as determined by a carrying capacity analysis.

## I

**Tax Allocation Bond:** A bond or financial obligation issued by the agency in order to generate funds to implement the redevelopment plan. The bond is repaid with tax increments flowing to the agency as a result of actions of the agency to revitalize the project area.

**Tax Increment:** The increase in property taxes within the redevelopment project area that result from increases in the project area assessed value that exceeds the base year assessed value.

**Transfer:** A movement of budgetary or actual revenues or expenditures between organizational units, accounts, projects, programs or funds. Transfers between funds appear as an expenditure (“transfer out”) in one fund and revenue (“transfer in”) in the other. Transfers between fiscal years represent the carry forward of funds received in previous years to be expended in the new year and appear as revenue in the new year. Transfers between departments, funds or from one fiscal year to another must be approved by City Council.

**Transfers In/Out:** Payments from one fund to another fund, primarily for work or services provided.

**Transient Occupancy Tax:** The Transient Occupancy Tax at 10% is imposed on and paid by the hotel/motel lodgers who stay less than thirty days. The tax is collected and remitted by hotel/motel operators.

**Triple Flip State:** On July 1, 2004 the State began reducing the Sales Tax Allocation to Cities by .25%. The .25% reduction was used for security for the State’s “Economy Recovery Bonds”. This was replaced dollar-for-dollar by an allocation of local property tax from the County ERAF funds paid to the Cities in two payments in January and May.

**Trust and Agency Funds:** Also known as Fiduciary Fund Types, these funds are used to account for assets held by the City in a trustee capacity or as an agent for private individuals, organizations, or other governmental agencies. The fiduciary funds used by the City include expendable trust and agency funds. Expendable trust funds are accounted for in the same manner as Governmental Funds (general, special revenues, debt service, and capital project funds). Agency funds are custodial in nature (assets equal liabilities) and do not measure the results of operations.

## U

**Urban Transportation Planning System (UTPS):** Is a tool for multi-modal transportation planning developed by the Urban Mass Transportation Administration (now the Federal Transit Administration) and the Federal Highway Administration. It is used for both long- and short-range planning, particularly system analysis and covers both computerized and manual

# Capital Improvement Plan Glossary

planning methods. UTPS consists of computer programs, attendant documentation, user guides and manuals that cover one or more of five analytical categories: highway network analysis, transit network analysis, demand estimation, data capture and manipulation, and sketch planning.

**Utilities:** Generally referring to any outside service agency, including but not limited to, public and private utilities, public transportation agencies, postal services, emergency services, city agencies, and railroads.

**Utility Users Tax:** A 10% tax imposed on utility (telecommunication, gas, electricity, water and video) revenue.

## V

**VLF Backfill:** In FY2004, the State dropped the Motor Vehicle License Fee (VLF) from 2% to .67%. In FY 2004 the State backfilled the fee reduction with other State funds. In FY 2005, the backfill was replaced with an allocation of local property tax from County ERAF funds that was paid to the Cities in two payments in January and May.

## W

**Working Capital:** Also known as financial position in private sector accounting and in enterprise fund accounting in the public sector, working capital is the excess of current assets over current liabilities. For the enterprise funds, this term is used interchangeably with "fund balance," a comparable financial position concept in the governmental fund types.

## X

There are no terms at this time.

## Y

There are no terms at this time.

## Z

**Zero Base Budget:** A process emphasizing management's responsibility to plan, budget, and evaluate. Zero-base budgeting provides for analysis of alternative methods of operation and various levels of effort. It places new programs on an equal footing with existing programs by requiring that program priorities be ranked, thereby providing a systematic basis for allocating resources.

# Capital Improvement Plan Glossary

## Abbreviation Guide

<b>A/P</b>	Accounts Payable
<b>A/R</b>	Accounts Receivable
<b>BART</b>	Bay Area Rapid Transit
<b>BD</b>	Budget Division
<b>CAFR</b>	Comprehensive Annual Financial Report
<b>CalPERS</b>	The California Public Employees' Retirement System
<b>CIP</b>	Capital Improvement Plan
<b>CM</b>	City Manager's Office
<b>COR</b>	City of Richmond
<b>DHS</b>	Department of Human Services
<b>EEO</b>	Equal Employment Opportunity
<b>FD</b>	Finance Department
<b>FTE</b>	Full-Time Equivalent
<b>GAAP</b>	Generally Accepted Accounting Principles
<b>GASB</b>	Governmental Accounting Standards Board
<b>GFOA</b>	Government Financial Officers Association
<b>GL</b>	General Ledger
<b>MOU</b>	Memorandum of Understanding
<b>HR</b>	Human Resources
<b>HUD</b>	Federal Department of Housing and Urban Development
<b>IT</b>	Information Technology
<b>PAF</b>	Personnel Action Form
<b>PO</b>	Purchase Order
<b>PR</b>	Purchase Requisition
<b>RFP</b>	Request for Proposal
<b>RFQ</b>	Request for Qualification
<b>SAP</b>	Systems, Applications, Products in Data Processing (Accounting System)
<b>SAP- BW</b>	SAP - Business Information Warehouse
<b>TM1</b>	Is a trademark of Applix, Inc. and are trademarks of Microsoft Corporation.

# Fund Descriptions

**Major funds** include any fund who's revenues and expenditures, excluding other financing sources and uses, constitute more than 10 percent of the revenues or expenditures of the appropriated budget.

The City's fund structure is as follows: Governmental; Proprietary, which include enterprise and internal service funds; and Fiduciary, which include pension trust funds and agency funds.

## **MAJOR GOVERNMENTAL FUNDS**

### **General Fund**

The General Fund is used for all the general revenues of the City not specifically levied or collected for other City funds and the related expenditures. The General Fund accounts for all financial resources of a governmental unit which are not accounted for in another fund.

### **Redevelopment Agency Fund**

The Redevelopment Agency Fund accounts for all activities of the Agency, including 1) tax increment allocations set aside for the purpose of increasing or improving housing for low-income residents; 2) the accumulation of property taxes for payment of interest and principal on the Agency's long-term debt; and 3) capital projects connected with redevelopment funded by property tax increment revenues.

### **Joint Powers Financing Authority Debt Service Fund**

The Joint Powers Financing Authority Debt Service Fund accounts for the accumulation of resources from lease payments and the payment of long-term debt on behalf of the City to finance various capital improvements within the City.

### **General Capital Improvement Fund**

The General Capital Improvement Fund is used to account for monies designated for capital improvement projects.

# Fund Descriptions

## MAJOR ENTERPRISE FUNDS

### **Richmond Housing Authority**

This fund accounts for all funds provided by the Department of Housing and Urban Development (HUD) to assist low-income families in obtaining decent, safe and sanitary housing.

### **RHA Properties**

This fund accounts for all financial transactions relating to the acquisition, ownership and operation of rental properties in order to maintain and increase the long-term supply of affordable and/or publicly-owned housing.

### **Port of Richmond**

This fund accounts for all financial transactions relating to the City-owned marine terminal facilities and commercial property rentals.

### **Municipal Sewer**

This fund accounts for all financial transactions relating to the City's Wastewater Collection and Treatment. Services are on a user-charge basis to residents and business owners located in Richmond.

## INTERNAL SERVICE FUNDS

### **Workers' Compensation Fund**

Used to report activities related to employee's claims due to industrial injuries.

### **General Liability Fund**

Used to report activities related to general claims against the City for damages incurred.

### **Information Technology Fund**

Used to report activities related to computer maintenance services, including networks, equipment leases and telephones.

### **Equipment Services and Replacement Fund**

Used to report activities related to maintenance and replacement of City vehicles.

# Fund Descriptions

## **Police Telecommunications Fund**

Used to report activities related to CAD dispatch, RMS records maintenance, and 800 MHz equipment expense.

## **TRUST FUNDS**

### **Pension Reserve Fund**

Used to record the receipt of Pension Tax override collected through property taxes for payment of pension contributions.

### **General Pension Fund**

Used to record the activity of the General Pension Plan, a defined benefit pension plan that covers 41 former City employees not covered by PERS, all of whom have retired.

### **Police and Firemen's Pension Fund**

Used to record the activity of the Police and Firemen's Pension Plan, a defined benefit pension plan that covers 109 police and fire personnel employed prior to October 1964.

### **Garfield Pension Fund**

Used to record the activity of the Garfield Pension Plan, a defined contribution pension plan that was set up for a retired police chief.

## **AGENCY FUNDS**

Agency funds are used to account for assets held by the City as an agent for individuals, private organizations, and other governments. The City's agency funds are: Special Assessment; General Agency Fund; Cafeteria Option Fund; Johnson Library Fund; Senior Center Fund; Shimada Sister City Fund; JPFA Reassessment Fund; and Payroll Benefits Fund.

## **NON-MAJOR GOVERNMENTAL FUNDS**

### **SPECIAL REVENUE FUNDS**

#### **State Gas Tax Fund**

Accounts for the subventions received from state gas taxes under the provision of the Streets and Highways Code. State gas taxes are restricted to uses for street construction activities including location of underground utilities, geotechnical work relating to identification of soil and groundwater contamination, and materials sampling and testing.

# Fund Descriptions

## **General Purpose Fund**

Accounts for other restricted monies that are to be used for the specific purpose for which the funds were set up.

## **Maintenance Fund**

Established to account for maintenance services in the nature of landscaping, lighting, and cleaning provided to the Hilltop parking lot area and the Marina Way Development area.

## **Paratransit Operations Fund**

Accounts for monies used to provide subsidized, accessible transportation to the seniors and disabled residents of the City of Richmond and the adjacent unincorporated areas of West Contra Costa County.

## **Community Development Block Grant Fund**

Records the receipt of grant monies and use of them. The grant is to be used to provide, within the City of Richmond, new affordable housing, improve existing housing conditions, assist homeless and disabled with housing, and to expand economic opportunities in business, and employment for low- and moderate-income residents.

## **Parks, Recreation, and Environment Fund**

Records receipt of developers' fees and Impact fees received by the City of Richmond.

## **Employment & Training Fund**

Established to plan, administer and operate job training programs for the adult and youth residents of Richmond.

## **Police and Crime Prevention Fund**

Records the receipt and use of grant monies under the Local Law Enforcements Block Grant Program, Office of Traffic Safety Grants, OES Grants, FEMA Grants and various other grants.

## **Cost Recovery Funds**

Records the receipt and use of monies for services provided to the public and developers.

## **NON-MAJOR ENTERPRISE FUNDS**

### **Richmond Marina Fund**

Records revenues collected from berth rentals and the use of the marina facilities. The fund also records expenses incurred for the operation of the facility and for the payment of the loan from the California Department of Boating and Waterways.

# Fund Descriptions

## **Storm Sewer Fund**

Records the revenues from storm water fees and transfers from operations reserves. It also records the expenses of maintaining a clean storm sewer system so that the City is in compliance with the federally-mandated Storm Water Pollution Prevention Program.

## **Cable TV Fund**

Used for the administration and enforcement of the franchise agreements with two cable television systems, management of municipal cable channel, departmental video services, media and public information, and telecommunications planning. The fund records revenue received from franchise fees and indirect charges to other funds and administration expenses incurred in operating the system.

## **Convention Center Fund**

Records revenue received from the rental of the facility and the administrative and maintenance expenses incurred in the operation of the facility.

## **DEBT SERVICE FUND**

### **General Debt Service Fund**

Accounts for monies received in connection with Caltrans Homes, Viron Energy Debt Service, Hilltop Mall Exterior Renovation, 2001 Series A, 1995 Series A, and 1999 Series A General Obligation Bonds and the related payments on such debt. The Caltrans loan was for the purchase of 43 homes from them in order to provide housing to low-income people. Viron Energy loan is for the purchase of energy-efficient equipment, while the Hilltop Mall loan was to finance the City's share of capital improvement costs of the Hilltop Shopping Center. The 2001 Series A bonds were issued to finance improvements to City facilities including the street and storm water improvements, the 1995 Series A bonds were to refinance the cost of public capital improvements, and the 1999 Series A bonds were issued to fund a portion of the unfunded accrued actuarial liability in the Pension Fund.

## **CAPITAL PROJECTS FUNDS**

### **Atlas Road Improvements Fund**

Records the City's share of the cost of acquisition of land and the construction of the interchange to connect the Richmond Parkway and Interstate 80.

## Fund Descriptions

### **Marina Westshore Fund**

Records the acquisition and construction of certain public improvements to service property located in the Marina Westshore Development Projects District and complete certain soil remediation activities within the District.

### **Measure C Fund**

Records Contra Costa County voter-approved Measure C providing for the creation of the Contra Costa County Transportation Authority. The Authority collects one-half of one percent sales and use tax. Twenty percent of this tax is allocated to the City of Richmond to be used for the improvement of local transportation, including streets and roads in accordance with Measure C compliance.

### **Harbor Navigation Fund**

Records the expenses relating to the construction of certain public improvements relating to the Port of Richmond consisting of dredging and deepening of the Richmond Harbor.

### **Port Remediation Fund**

Records capital improvement expenses incurred to carry out repairs to the Port of Richmond.

# Capital Improvement Plan Budget Policy

1. A **capital project** is defined as an undertaking wherein labor and/or materials are used to construct, alter, append or replace a building or an item of infrastructure or a component of a building or an item of infrastructure. Not considered as a capital project is routine maintenance, for example, the periodic scheduled renewal of finishes or the replacement of minor components or equipment. Any outside contract, or interrelated group of contracts, for a single item of building or infrastructure-related work exceeding \$5,000, shall automatically be considered as a capital project.
2. The City Engineer shall have responsibility and accountability for implementation of all City of Richmond capital projects, including those of the Richmond Community Redevelopment Agency, the Richmond Housing Authority and the Port of Richmond.
3. For each capital project, there shall be a single delegated project manager, designated by the City Engineer, who has complete delegated responsibility and accountability for the implementation of the project. The project manager shall have full information about the project and shall be responsible for its successful implementation.
4. Each project shall be individually identified with a name and a reference project number that is recognized by the City's automated financial system.
5. All staff hours expended for the implementation of a capital project shall be recorded and allocated as costs as appropriately determined by the Finance Director in conjunction with the City Engineer.
6. An analysis shall be prepared for each project that includes an estimate of any incremental or decremental annual costs related to ongoing operating costs. Such costs should include staffing or maintenance as well as a description of the impact on the City's level of services provided to the public.
7. The City Engineer shall maintain and post on the City's website a comprehensive list of all budgeted or partially-budgeted capital projects, including estimated cost, projected start date, projected completion date, and name of the project manager.
8. For each project, there shall be a readily accessible "project file," which shall include, at a minimum, the following items:
  - a. Name, work address, phone number and e-mail address of the project manager.
  - b. Current budget, including all in-house and contract costs, both expended and projected.

## Capital Improvement Plan Budget Policy

- c. Current updated implementation schedule, including completion of each phase of design, reviews, discretionary design review, plan check and permitting, bid solicitation, award of contract and completion.
- d. A list of dates that the City Council approved implementation steps for the project, including original budget appropriation (reference to book and page number), release of requests for proposals, award of contract, change orders and acceptance of completed project.
- e. Copies of all contracts with outside contractors and consultants and pre-contract documents, including requests for proposals, if applicable, and full documentation of the selection process.
- f. Copy of all contract documents, including but not limited to, drawings, specifications, addenda and change orders.
- g. A current compilation of the contract cost and any approved change orders.
- h. Documentation of California Environmental Quality Act determination, if applicable, including that required for historic resources.
- i. Documentation of Design Review or other discretionary approval, if applicable.
- j. For building-related projects, the building permit and record of plan check.
- k. A list of names, places of business, phone and fax numbers, and e-mail addresses of all consultants, contractors, and others with key involvement.

# Capital Improvement Plan Budget Process

## **Budget Process**

Early each year, capital project request forms are submitted by various City departments, agencies, and the public.

Forms (see Exhibits A and B) are to be submitted for all needed improvements that should be the scope and justification for a project as well as a budget for anticipated costs and expected funding sources. The departments also suggest a year for the project based on priorities and needs. If appropriate, Master Plans are used.

The projects are reviewed by the Capital Improvement Administrative Review Committee made up of representatives from several departments, as well as the City Manager, and a member of the City Council.

The draft CIP is submitted to the City Manager, who reviews the Plan and ensures all projects included are consistent with the City's Capital Improvement Plan. The draft Capital Improvement Plan is then submitted to the City Council for review, and if appropriate, approval.

Once approved, projects from the first year of the Capital Improvement Plan are used to develop the City Manager's recommended Capital Improvement Budget. The Capital Improvement Budget is adopted along with the annual Operating Budget and contains projects from the first year of the CIP. It provides an estimate of the cost of the project as well as a breakdown of the funding sources that will be used to pay for the project.

## **Prioritizing**

In preparation of the Fiscal Year 2011-12 through Fiscal Year 2015-16 Capital Improvement Plan, the City Manager, City Council and staff met with Richmond neighborhood councils during the Fiscal Year 2009-10 budget preparation cycle. The residents' main concern focused on pot-hole repair and maintenance of streets and roads. The Finance Budget Team held meetings with each City department to determine their capital needs and prioritized those projects on the following criteria:

Priority Projects 1: These projects were deemed either urgent or important based on the criteria outlined in the Letter of Transmittal (Review Criteria).

Priority Projects 2: These projects were not deemed urgent, but had designated funding and/or fulfill a federal, state or local government mandate, generate new revenue or achieve cost savings.

# Capital Improvement Plan Budget Process

Priority Projects 3: These projects fulfill an existing or future commitment, but have not identified funding source.

A Priority Projects Listing is incorporated into the Capital Improvement Plan (see “Priority Projects” listing on pages “to follow”) under Budget Summaries section.

## **Overall Operating Cost Impacts**

Each department’s capital expenditures impacts on the operating budget were evaluated and included the project detail summaries located within each departmental section of the budget plan. Ongoing operation and maintenance costs were taken into consideration to determine this information.

## **Prior Year Appropriations/Expenditures for Each Capital Project**

Prior year appropriations/expenditures for each capital project are identified in the budget summaries, and where applicable, carried forward to the proposed budget year. This document reflects the linkage between appropriations and specific projects. For those capital projects wherein prior appropriations could be identified, their previous appropriations are noted in the Project Summaries under each departmental tabs.

## **Basis of Budgeting**

The City of Richmond’s basis of budgeting for its major fund groups (General Funds, Special Revenue Funds, Enterprise Funds, Internal Service Funds, Capital Project Funds) is modified accrual, per the Generally Accepted Accounting Principles (GAAP).

Revenues are budgeted according to when they are both measurable and available. Revenues are considered to be available when they are collected within the current period, or soon enough thereafter to pay liabilities of the current period. Revenues are considered to be available if they are collected within 120 days of the end of the current fiscal period. Expenditures are budgeted according to when the liability is incurred, regardless of the timing of related cash flows.

The City’s basis of budgeting is the same as the basis of accounting, as reflected in the City’s Consolidated Annual Financial Report (CAFR).

## **Project Scheduling**

As a Five-Year Capital Improvement Plan, there are new projects commencing each year. Criteria as to when projects were scheduled were:

## Capital Improvement Plan Budget Process

1. The availability of funding;
2. The availability of staff to commence the project within the year designated; and
3. The necessity to serially stage certain projects (cannot commence repaving until the repair/replacement of underground utilities are completed).

**CITY OF RICHMOND  
PROPOSED CAPITAL IMPROVEMENT PROJECT**

**FISCAL YEAR 2011-2012**  
Date Last Updated: \_\_\_\_\_

**Project Summary:**

CIP No.	<i>"Finance will assign"</i>	Total Estimated Capital Cost	
Project Manager		Estimated Start Date	
Dept/Division		Estimated Completion Date	
Department Priority		Project Status	<i>Proposed</i>
Project Name			
Abbreviated Project Description and Scope			
Project Description and Scope			
Related Projects		Project Type:	<input type="checkbox"/> On-going <input type="checkbox"/> New

**Project Justification/Benefits:**

a. Why is the project needed? (Include whether this investment responds to safety issues, legal mandates, etc.)
b. How will the proposed investment impact the City's performance measures? (Include whether the investment meets multiple department/program objectives and whether it is in line with the City's Strategic Goals.)
c. How does the proposed investment respond to Council priorities and/or public feedback?
d. What is the impact of not funding this project?
e. Environmental Impacts?

**Cost Details:**

<b>COST TYPE</b>	<b>TOTAL</b>	<b>FY11/12</b>	<b>FY12/13</b>	<b>FY13/14</b>	<b>FY14/15</b>	<b>FY15/16</b>
Equipment						
Studies						
Design						
Design Administration						
Land Acquisition						
Construction						
Inspection						
Construction Admin						
Public Art (1.5%)						
Other:						
Contingency						
<b>Total</b>						

<b>POST CONSTRUCTION</b>	<b>TOTAL</b>	<b>FY11/12</b>	<b>FY12/13</b>	<b>FY13/14</b>	<b>FY14/15</b>	<b>FY15/16</b>
On-Going Maintenance Costs per Year						

**Budget Details:**

<b>FUND SOURCE</b>	<b>TOTAL</b>	<b>FY11/12</b>	<b>FY12/13</b>	<b>FY13/14</b>	<b>FY14/15</b>	<b>FY15/16</b>
<b>Total</b>						

**Performance Measures:**

<b>PERFORMANCE BENCHMARK</b>	<b>1-YR GOAL</b>	<b>1<sup>ST</sup> QTR GOAL</b>	<b>2<sup>ND</sup> QTR GOAL</b>	<b>3<sup>RD</sup> QTR GOAL</b>	<b>4<sup>TH</sup> QTR GOAL</b>
Request for Proposal					
Study					
Survey					
Land Acquisition					
Equipment Purchase					
Equipment Installation					
Design Contract					
Design					
Construction Mgmt Contract					
Construction					
Other:					
Other:					



**CITY OF RICHMOND – BUDGET PREPARATION CALENDAR  
FY 2011-12**

<i>RESPONSIBLE DEPARTMENT / STAFF</i>	<i>ACTION / ACTIVITY</i>	<i>DATE</i>
<b>Finance Department/ City Manager/ City Council</b>	<b>City Council Long-Term Financial Plan Retreat.</b>	<b>July 20, 2010</b>
<b>Finance Department/All Departments</b>	First Quarter Operating & CIP Performance Measure Status Reports due.	<b>October 6, 2010</b>
<b>Finance Department</b>	First Quarter Operating & CIP Performance Measure Status Reports due to Mr. Goins.	<b>October 15, 2010</b>
<b>Finance Department</b>	Comprehensive Annual Financial Report (CAFR) complete.	<b>December 10, 2010</b>
<b>Finance Department/All Departments</b>	<ul style="list-style-type: none"> <li>▪ Mid-year revenue and expenditure adjustments due;</li> <li>▪ Revenue &amp; Expenditure year-end projections due; and</li> <li>▪ Second Quarter Operating &amp; CIP Performance Measure Status Reports due.</li> </ul>	<b>January 14, 2011</b>
<b>Finance Department</b>	Mid-year budget analysis due from Finance Analysts.	<b>January 21, 2011</b>
<b>Finance Department</b>	Draft Mid-Year Budget Review including Performance Measure Status Reports due to Mr. Goins.	<b>February 4, 2011</b>
<b>Finance Department/City Manager/ City Council</b>	<b>Mid-Year Budget Review - Workshop with the City Manager and City Council.</b>	<b>February 15, 2011</b>
<b>City Manager/All Department Heads</b>	Department Heads' Retreat.	<b>February 16-17, 2011</b>
<b>Finance Department/ Department Heads and Budget Designees</b>	<b>FY2011-12 BUDGET KICK OFF &amp; TRAINING</b>	<b>February 24, 2011 1PM – 4PM</b>
	<ul style="list-style-type: none"> <li>▪ Budget Guidelines and Procedures distributed;</li> <li>▪ Discussion of budget changes and policies;</li> <li>▪ Presentation of Baseline Budget; and</li> <li>▪ Budget input training.</li> </ul>	
<b>Finance Department</b>	Send personnel list/ position allocations to all departments.	<b>February 25, 2011</b>
<b>All Departments</b>	FY2011-12 Budget input window.	<b>February 28, 2011– March 9, 2011</b>
<b>Finance Department/All Department Heads</b>	Workshop to train on the budget process.	<b>March 2, 2011</b>
<b>All Departments</b>	Return personnel list, department budget summary and five-year financial forecast if applicable to Finance Department reviewed and approved as submitted.	<b>March 9, 2011</b>
<b>Finance Department/City Manager/All Departments</b>	City Manager and Executive Budget Committee hold internal budget hearings with individual departments to review first draft of Proposed FY2011-12 Operating & CIP Budget.	<b>March 21, 2011– April 8, 2011</b>
<b>Finance Department/All Departments</b>	Third Quarter Operating & CIP Performance Measure Status Reports due.	<b>April 7, 2011</b>
<b>Finance Department</b>	Third Quarter Operating & CIP Performance Measure Status Report due to Mr. Goins.	<b>April 15, 2011</b>



**CITY OF RICHMOND – BUDGET PREPARATION CALENDAR  
FY 2011-12**

<b>Finance Department/City Manager/All Departments</b>	Draft of Proposed FY2011-12 Operating & CIP Budget to Mr. Goins.	<b>TBD</b>
<b>Finance Department/City Manager/City Council</b>	Community Budget Meeting - 1 <b>RNCC General Board Meeting – 7p.m.</b> Community Service Bldg – 330 25 <sup>th</sup> Street	<b>May 9, 2011</b>
<b>Finance Department/City Manager/City Council</b>	Community Budget Meeting - 2 <b>Marina Bay – 7:30p.m.</b> Harbormaster’s Office, 1340 Marina Way South	<b>May 11, 2011</b>
<b>Finance Department/City Manager/City Council</b>	Community Budget Meeting – 3 <b>Park Plaza – 7p.m.</b> Easter Hill Church, 3911 Cutting Blvd.	<b>May 12, 2011</b>
<b>Finance Department/City Manager/City Council</b>	Community Budget Meeting – 4 <b>Parchester Village – 11a.m.</b> Parchester Community Ctr., 900 Williams Dr.	<b>May 14, 2011</b>
<b>Finance Department/City Manager/City Council</b>	<b>Proposed Budget to City Council.</b>	<b>May 17, 2011</b>
<b>Finance Department/City Manager/City Council</b>	Community Budget Meeting - 5 <b>Iron Triangle – 5:30p.m.</b> Nevin Community Ctr., 598 Nevin Ave	<b>May 19, 2011</b>
<b>Finance Department/City Manager/City Council</b>	Community Budget Meeting - 6 <b>North and East – 7p.m.</b> Recreation Complex, 3230 Macdonald Ave	<b>May 19, 2011</b>
<b>All Departments/City Manager/City Council</b>	<b>Financial overview and budget presentation. City departments’ Operating and CIP budget presentations. Checklist created.</b>	<b>May 24, 2011 9AM-12PM</b>
<b>Finance Department/City Manager/City Council</b>	Community Budget Meeting - 7 <b>Richmond Annex – 7p.m.</b> Annex Senior Center, 5801 Huntington	<b>May 26, 2011</b>
<b>City Manager/City Council</b>	Present 2010 Community Survey results	<b>TBD</b>
<b>Finance Department/City Manager/City Council</b>	Community Budget Meeting - 8 <b>May Valley – 8p.m.</b> Olinda School, 5855 Olinda Rd.	<b>June 2, 2011</b>
<b>Finance Department/City Manager/City Council</b>	<b>Council decision on checklist items.</b>	<b>June 7, 2011 7:00PM</b>
<b>Finance Department/City Manager/City Council</b>	<b>Council to adopt budget and Long-Term Financial Plan</b>	<b>June 21, 2011</b>
<b>Finance Department</b>	Adopted budget available in MUNIS.	<b>June 30, 2011</b>
<b>Finance Department/All Departments</b>	Fourth Quarter Operating & CIP Performance Measure Status Reports due.	<b>July 7, 2011</b>
<b>Finance Department</b>	Fourth Quarter Operating & CIP Performance Measure Status Reports due to Mr. Goins.	<b>July 15, 2011</b>
<b>Finance Department</b>	Deadline to submit adopted budgets to GFOA & CSMFO for Distinguished Budget Awards Programs.	<b>September 14, 2011</b>