

City of Richmond, California

Adopted FY2012-13 to FY2016-17 Capital Improvement Plan



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CITY OF RICHMOND
FISCAL YEAR 2012-13 to 2016-17
CAPITAL IMPROVEMENT PLAN / BUDGET

TABLE OF CONTENTS	PAGE
INTRODUCTION	
City Council	A-1
City Officials	A-3
Acknowledgements	A-5
Mission, Vision, Values	A-6
EXECUTIVE SUMMARY	B-1
BUDGET SUMMARIES	
CIP Budget Master Worksheet	C-1
Expenditures by Fund	C-11
Revenue by Fund	C-17
Unfunded Projects	C-19
1 - MAINTAIN AND ENHANCE THE PHYSICAL ENVIRONMENT	
Engineering Department-22	
Program Narrative	D-1
Department Financial Summaries	D-6
Americans with Disabilities Act (ADA) Right of Way	D-8
Carlson Boulevard Street Improvements	D-10
Crosswalk Improvements	D-12
Cutting-Carlson Traffic Safety Improvements	D-14
Dornan Tunnel Repair and Rehabilitation	D-16
Greenway Ohlone Gap Closure	D-18
Mathieu Court Alley Greening	D-19
Railroad Crossing Improvements	D-20
Safe Route to School Cycle 1 (Ford, Grant, King, and Lincoln)	D-22
Safe Route to School Cycle 2 (Nystrom, Coronado, Highland, Wash, Wilson)	D-24
SF Bay Trail Gap Closure (Kaiser Shipyard to Ferry Point)	D-26

CITY OF RICHMOND
FISCAL YEAR 2012-13 to 2016-17
CAPITAL IMPROVEMENT PLAN / BUDGET

SF Bay Trail Gap Closure (Pt. Richmond to Pt. Molate)	D-27
Street Light Rehabilitation (Annual)	D-29
Street Paving	D-31
Surface Drainage	D-33
Traffic Safety Improvements (Annual)	D-35
Via Verdi Roadway and Culvert Repair	D-37

Engineering Wastewater CIP Div-222

Program Narrative	E-1
Department Financial Summary	E-4
Capacity Improvement Projects	E-5
Cypress Point Sewer Line Replacement	E-6
Manhole Rehabilitation	E-7
McLaughlin Avenue Sewer Upsize	E-8

Engineering Stormwater CIP Div-223

Program Narrative	F-1
Department Financial Summary	F-4
Valley View Emergency Repairs	F-5

Public Works Department-23

Program Narrative	G-1
Department Financial Summary	G-4
Street Paving	G-5

CITY OF RICHMOND
FISCAL YEAR 2012-13 to 2016-17
CAPITAL IMPROVEMENT PLAN / BUDGET

Public Works - Parks and Landscaping CIP Div-236

Program Narrative	H-1
Department Financial Summary	H-5
Bay Trail Gap Closure (Kaiser Shipyard No. 3 to Seacliff Drive).....	H-6
Booker T. Anderson (BTA) Bridge Replacement	H-7
Burg Park Renovations.....	H-8
Joint Powers Agreement (JPA) Sports Field Partnership.....	H-9
Marina Bay Park Restroom.....	H-10
North Richmond Ball Field Irrigation and Sod Repairs.....	H-11
Park Hardscape Rehabilitation	H-12
Park Irrigation Rehabilitation.....	H-13
Play Area Safety Equipment.....	H-15
Shields-Reid Park Renovations	H-16
Unity Park	H-18
Wendell Park Renovations	H-19

City Manager Department-13

Plan Narrative	I-1
Department Financial Summary	I-4
City Buildings Energy Upgrades	I-5
Elm Park Renovation.....	I-7
Street Lights.....	I-8

CITY OF RICHMOND
FISCAL YEAR 2012-13 to 2016-17
CAPITAL IMPROVEMENT PLAN / BUDGET

2 - PROMOTE A SAFE AND SECURE COMMUNITY

Police Department-19

Plan Narrative	J-1
Department Financial Summary	J-4
Closed Circuit Television (CCTV) Cameras	J-5
Computer Equipment	J-7
Safety Equipment	J-8
Southside Substation	J-9
SWAT Equipment and Radio Gear	J-10
Traffic Laser Radar Equipment	J-11
Vehicle to Tow Police Boats	J-12

Fire Department-20

Plan Narrative	K-1
Department Financial Summary	K-4
Fire Boat	K-5
Fire Station 61 Roof Replacement	K-6
Fire Station 67 Gender Specific Dormitories and Kitchen Rehabilitation	K-7
Fire Station 68 Gender Specific Restrooms	K-8

Library & Cultural Services Department-24

Program Narrative	L-1
Department Financial Summary	L-4
Library Public Access Computer Upgrades	L-5

CITY OF RICHMOND
FISCAL YEAR 2012-13 to 2016-17
CAPITAL IMPROVEMENT PLAN / BUDGET

Recreation Department-25

Program Narrative	M-1
Department Financial Summary	M-3

3 - PROMOTE ECONOMIC VITALITY

Port Operations Department-28

Program Narrative	N-1
Department Financial Summary	N-5
Cafeteria Building Exterior Improvements	N-6
Fiber Optic Network Point Potrero Marine Terminal (PPMT)	N-7
Lighting Improvements PPMT	N-8
Marina Dredging	N-9
Port Dredging	N-10
Ppmt Stormwater Compliance	N-11
Railroad Improvements Quiet Zones	N-12
Terminal 2 Wharf Replacement	N-13
Terminal 3 Electrical Improvements	N-14
Terminal 3 Office Building	N-15

City of Richmond Successor Agency Redevelopment-30

Program Narrative	O-1
Department Financial Summary	O-4

4 - PROMOTE A SUSTAINABLE COMMUNITIES

City of Richmond Successor Agency Housing & Community Development Div-302

Program Narrative	P-1
Department Financial Summary	P-4

CITY OF RICHMOND
FISCAL YEAR 2012-13 to 2016-17
CAPITAL IMPROVEMENT PLAN / BUDGET

5 - PROMOTE EFFECTIVE GOVERNMENT

Public Works - Equipment Services Div-235

Program Narrative	Q-1
Department Financial Summary	Q-4
Fleet Replacement	Q-5

Information Technology-26

Program Narrative	R-1
Department Financial Summary	R-4
Document Storage	R-5

Information Technology/KCRT Cable TV CIP Div-264

Program Narrative	S-1
Department Financial Summary	S-6
Council Chamber	S-7
Media Center	S-8
Production Truck and Equipment.....	S-9
Studio Upgrade	S-10
Upgrade Playback System	S-11

Employment and Training-27

Program Narrative	T-1
Department Financial Summary	T-2

CITY OF RICHMOND
FISCAL YEAR 2012-13 to 2016-17
CAPITAL IMPROVEMENT PLAN / BUDGET

APPENDICES

Glossary of Terms	U-1
Fund Descriptions	U-31
Capital Budget Policy	U-38
Budget Process.....	U-39
CIP Proposed Project Request Form.....	U-43

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Richmond City Council



Gayle McLaughlin
Mayor



Jim Rogers
Vice Mayor



Nathaniel Bates
Councilmember



Tom Butt
Councilmember



Courtland "Corky" Boozé
Councilmember



Jeff Ritterman
Councilmember



Jovanka Beckles
Councilmember

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CITY OFFICIALS

June 26, 2012

CITY COUNCIL

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

ADMINISTRATION AND DEPARTMENT HEADS

City Manager	Bill Lindsay
Asst. City Manager/Human Resources Director	Leslie Knight
City Attorney	Bruce Goodmiller
City Clerk	Diane Holmes
City Engineer.....	Edric Kwan
Employment & Training Director	Sal Vaca
Finance Director/Treasurer	James Goins
Fire Chief	Michael Banks
Housing Director.....	Patrick Lynch
Information Technology Director	Sue Hartman
Library and Cultural Services Director	Katy Curl
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 2012-13 CIP BUDGET
SPECIAL ASSISTANCE – DEPARTMENTS & OFFICES

City Manager's Office
Information Technology
City Clerk's Office
Police Department
**Community and Economic
Development**

Finance Department
City Attorney's Office
Fire Department
Recreation Department
**Engineering and Wastewater
Department**

Public Works



CIP COMMITTEE

James Goins
Finance Director

LaShonda White
Management Analyst

Delmy Cuellar
Finance Manager

Susan Segovia
Debt Analyst

Leah J. Viramontes
Budget Analyst I

Yader Bermudez
Public Works Director

Chris Chamberlain
Parks Superintendent

Andrea Miller
Budget Administrator

Dee Karnes
Equipment Svcs Superintendent

Theresa Austin
Executive Secretary II

Edric Kwan
City Engineer

Vrenesia Ward
Budget Analyst I

Chad Davisson
Wastewater/Stormwater Division Manager

Yolanda Skelton
Senior Accountant

Diane Madsen
**Human Resource
Technician III**

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

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 2012-13 to 2016-17. The CIP 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**

Executive Summary

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.

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

Executive Summary

- 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

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

Executive Summary

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

Library and Cultural Services Department

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

Executive Summary

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

Executive Summary

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 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.

Executive Summary

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.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

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:

Executive Summary

- 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.

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.

Executive Summary

FINANCIAL

This section includes projected capital revenue sources, uses of funds and funding by type. Total expenditures using Capital Project Funds are \$30,678,738. The total of all expenditures \$92,242,239 includes; Capital Project Funds, and projects that are adopted with FY2012-13 Operating Budget Funds (Enterprise, Internal Service, and Redevelopment).

CONCLUSION

The \$344 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 Improvement Projects
FY2012-13**

CC	PROJECT CODE CLASSIFICATION ORG ORG FUND	Gas Tax	Engineering Grants	Capital Outlay Fund	Measure C/J	Civic Center	Improvements Total
		1002	1054	2001	2002	2004	
	Estimated Beginning Balance 07/01/12	1,876,472	(1,653,075)	1,364,891	106,150	871,164	2,565,602
<p>***The following projects are FY2011-12 Carry-forward balances that will not be spent or encumbered and have been requested for FY2012-13</p> <p>Engineering Department</p> <p>DORNAN TUNNEL 471,000 471,000</p> <p>SAFE ROUTE TO SCHOOLS/CYCLE 1 19,333 19,333</p> <p>SAFE ROUTE TO SCHOOLS/CYCLE 2 185,977 185,977</p> <p>STREET LIGHTING REHABILITATION 300,000 300,000</p> <p>STORMWATER -EMERGENCY REPAIRS VALLEY VIEW 150,000 150,000</p> <p>SURFACE DRAINAGE 185,835 185,835</p> <p>TRAFFIC SAFETY IMPROVEMENTS 50,000 50,000</p> <p>Sub-Total FY2011-12 Carry-forward Engineering 185,835 - 940,333 235,977 - 1,362,145</p> <p>Public Works/Parks Department</p> <p>AUDITORIUM ADA PRIORITY 1 & 2 460,401 460,401</p> <p>BOOKER T. ANDERSON ROOF REPAIRS 95,000 95,000</p> <p>CIVIC CENTER BUILDING 440 SECURITY 15,000 15,000</p> <p>SOUTHSIDE POLICE SUBSTATION 500,000 500,000</p> <p>Sub-Total FY2011-12 Carry-forward Public Works/Parks - - 1,070,401 - - 1,070,401</p>							
	NEW ESTIMATED BEGINNING BALANCE 7/1/12	2,062,307	(1,653,075)	3,375,625	342,127	871,164	4,998,148

**Capital Improvement Projects
FY2012-13**

CC	PROJECT CODE CLASSIFICATION ORG ORG FUND	Gas Tax	Engineering Grants	Capital Outlay Fund	Measure C/J	Civic Center	Improvements Total
		1002	1054	2001	2002	2004	
<u>Revenues</u>							
<u>Engineering Department</u>							
	SF BAY TRAIL - (PT. RICHMOND TO PT. MOLATE)		200,000				200,000
	DORNAN TUNNEL		500,000				500,000
	MATHIEW COURT ALLEY GREENING		337,818				337,818
	RICHMOND GREENWAY OHLONE GAP CLOSURE		1,390,167				1,390,167
	SAFE ROUTE TO SCHOOLS/CYCLE 2		264,000				264,000
	VIA VERDI SINKHOLE		2,136,826				2,136,826
	SAFE ROUTE TO SCHOOLS/CYCLE 1		408,722				408,722
	SAFE ROUTE TO SCHOOLS/CYCLE 2		477,000				477,000
	SF BAY TRAIL - (SHIPYARD #3 TO FERRY POINT)		150,000				150,000
	<u>Sub-Total - Engineering Grant Revenue</u>	-	5,864,533	-	-	-	5,864,533
<u>Public Works Department</u>							
	RZEBD Bond - Fire Station 61			59,444			59,444
	RZEBD Bond - Fire Station 67			139,034			139,034
	RZEBD Bond - Fire Station 68			10,754			10,754
	UNITY PARK			5,000,000			5,000,000
	<u>Sub-Total - Public Works Bond Revenue</u>	-	-	5,209,232	-	-	5,209,232
<u>City Manager Department</u>							
	CEC Loan - Street Lights (Reimbursable)			621,558			621,558
	QECB Bond - City Facilities Energy Efficient			294,600			294,600
	QECB Bond - Street Lights			520,000			520,000
	Grant - Elm Park (Reimbursable)			1,654,165			1,654,165
	Grant - Shuttle Services II (Reimbursable)			313,036			313,036
	<u>Sub-Total - City Manager Grant, Bond & Loan Revenue</u>			3,403,359	-	-	3,403,359
	State and Local Taxes	2,959,290					2,959,290
	Other Grant Revenue				1,241,685		1,241,685
	Total Revenues	2,959,290	5,864,533	8,612,591	1,241,685	-	18,678,099

**Capital Improvement Projects
FY2012-13**

CC	PROJECT CODE CLASSIFICATION ORG ORG FUND	Gas Tax	Engineering Grants	Capital Outlay Fund	Measure C/J	Civic Center	Improvements Total
		1002	1054	2001	2002	2004	
<u>Expenditures</u>							
<u>Engineering Department</u>							
	AMERICANS WITH DISABILITIES ACT (ADA); GAP CLOSURES IN SIDEWALKS AND MISCELLANEOUS SIDEWALK REPAIRS				471,800		471,800
	CARLSON BLVD. LANDSCAPING	366,500					366,500
	CROSSWALK IMPROVEMENTS				100,000		100,000
	CUTTING CARLSON TRAFFIC SIGNAL	552,300					552,300
	DORNAN TUNNEL		500,000	475,050			975,050
	MATHIEU COURT ALLEY GREENING		337,818	76,000			413,818
	MEMBERSHIP DUES				140,000		140,000
	RAILROAD CROSSING IMPROVEMENT QUIET ZONE	200,750					200,750
	RICHMOND GREENWAY OHLONE GAP CLOSURE		1,390,167				1,390,167
	SAFE ROUTE TO SCHOOLS/CYCLE 1	38,100	408,722	19,333			466,155
	SAFE ROUTE TO SCHOOLS/CYCLE 2		741,000		185,977		926,977
	SF BAY TRAIL - (PT. RICHMOND TO PT. MOLATE)		200,000	50,000			250,000
	SF BAY TRAIL - (SHIPYARD #3 TO FERRY POINT)		150,000				150,000
	STREET LIGHTING REHABILITATION	208,968		334,634	357,498		901,100
	SURFACE DRAINAGE	185,835					185,835
	TRAFFIC SAFETY IMPROVEMENTS	400,000			50,000		450,000
	VIA VERDI SINKHOLE	284,640	2,136,826	291,034			2,712,500
	STORMWATER -EMERGENCY REPAIRS VALLEY VIEW			150,000			150,000
	STREET PAVING ENGINEERING	1,031,504		543,346	28,537	-	1,603,387
	<u>Sub-Total - Engineering</u>	<u>3,268,597</u>	<u>5,864,533</u>	<u>1,939,397</u>	<u>1,333,812</u>	<u>-</u>	<u>12,406,339</u>
<u>Public Works/Parks Department</u>							
	STREET PAVING - PUBLIC WORKS	1,750,000		-	250,000		2,000,000
	AUDITORIUM ADA PRIORITY 1 & 2			460,401			460,401
	BOOKER T. ANDERSON ROOF REPAIRS			95,000			95,000
	CIVIC CENTER BUILDING 440 SECURITY			15,000			15,000
	MAIN LIBRARY RESTROOM ADA			314,500			314,500

**Capital Improvement Projects
FY2012-13**

CC	PROJECT CODE CLASSIFICATION ORG ORG FUND	Gas Tax	Engineering Grants	Capital Outlay Fund	Measure C/J	Civic Center	Improvements Total
		1002	1054	2001	2002	2004	
	BACK-UP GENERATOR MAIN LIBRARY			50,000			50,000
	SHIELDS-REID PARK IMPROVEMENTS			200,000			200,000
	SOUTHSIDE POLICE SUBSTATION			500,000			500,000
	UNITY PARK			5,000,000			5,000,000
	FIRE STATION 61 ROOF REPLACEMENT			59,444			59,444
	FIRE STATION 67 GENDER SPECIFIC DORMITORIES AND KITCHEN REHABILITATION			139,034			139,034
	FIRE STATION 68 GENDER SPECIFIC RESTROOM FACILITIES			10,754			10,754
	<u>Sub-Total - Public Works/Parks</u>	<u>1,750,000</u>	<u>-</u>	<u>6,844,133</u>	<u>250,000</u>	<u>-</u>	<u>8,844,133</u>
	<u>City Manager Department</u>						
	CEC LOAN (STREETLIGHTS)			621,558			621,558
	CITY FACILITIES ENERGY EFFICIENT			294,600			294,600
	CITY STREET LIGHTS ENERGY EFFICIENT			520,000			520,000
	ELM PARK			1,654,165			1,654,165
	SHUTTLE SERVICE (BAAQMD)			313,036			313,036
	<u>Sub-Total - City Manager</u>	<u>-</u>	<u>-</u>	<u>3,403,359</u>	<u>-</u>	<u>-</u>	<u>3,403,359</u>
	<u>CCTV</u>			15,000			15,000
	<u>Sub-Total - Police</u>	<u>-</u>	<u>-</u>	<u>15,000</u>	<u>-</u>	<u>-</u>	<u>15,000</u>
	<u>Finance Department</u>						
	ANNUAL STREET AUDIT	3,000					3,000
	CIP ADMINISTRATIVE COST			107,284			107,284
	CIP PLANNER			8,543			8,543
	<u>Sub-Total - Finance</u>	<u>3,000</u>	<u>-</u>	<u>115,827</u>	<u>-</u>	<u>-</u>	<u>118,827</u>
	<u>Information Technology Department</u>						
	DOCUMENT STORAGE			250,000			250,000
	<u>Sub-Total - Information Technology</u>	<u>-</u>	<u>-</u>	<u>250,000</u>	<u>-</u>	<u>-</u>	<u>250,000</u>
	Total Expenditures	5,021,597	5,864,533	12,567,716	1,583,812	-	25,037,658

**Capital Improvement Projects
FY2012-13**

CC	PROJECT CODE CLASSIFICATION ORG ORG FUND	Gas Tax	Engineering Grants	Capital Outlay Fund	Measure C/J	Civic Center	Improvements Total
		1002	1054	2001	2002	2004	
90 Transfers in from:							
	Operations - NR Mitigation - North Richmond Ball Field						-
	Operations - NR Mitigation - Shield-Reid Park			200,000			200,000
	Operations - NR Mitigation - CCTV			15,000			15,000
	Civic Center - MAIN LIBRARY RESTROOM ADA			314,500			314,500
	Civic Center - BACK-UP GENERATOR MAIN LIBRARY			50,000			50,000
				-			-
	Total transfers in	-	-	579,500	-	-	579,500
91 Transfers out to:							
	MAIN LIBRARY RESTROOM ADA					314,500	314,500
	BACK-UP GENERATOR MAIN LIBRARY					50,000	50,000
						-	-
	Total transfers out	-	-	-	-	364,500	364,500
	Net transfers in/out	-	-	579,500	-	(364,500)	215,000
	Net Surplus/Deficit	(2,062,307)	(0)	(3,375,625)	(342,127)	(364,500)	(6,144,559)
	Ending Balance	-	(1,653,075)	-	-	506,664	(1,146,411)

**Capital Improvement Projects
FY2012-13**

PROJECT CODE CLASSIFICATION	Asset Seizure	Outside Grants	Police Impact Fee	Park Impact Fee	Harbor	Transportation	State Highway	Improvements Total
ORG								
ORG								
FUND								
Estimated Beginning Balance 07/01/12	1004 209,996	1006 285,376	2114 84,577	2110 755,334	2007 1,087,002	2008 44,459	2009 (40,646)	2,426,099
***The following projects are FY2011-12 Carry-forward balances that will not be encumbered and have been requested for FY2012-13								
Police Department								
PROFESSIONAL SERVICES	8,125							8,125
SWAT EQUIPMENT & RADIO GEAR	8,298							8,298
VEHICLE TO TOW POLICE BOAT	2,500							2,500
JAG REGULAR GRANT 2009		38,816						38,816
JAG REGULAR GRANT 2010		10,196						10,196
JAG RECOVERY GRANT 2009		253,302						253,302
Sub-Total FY2011-12 Carry-forward Police	18,923	302,314	-	-	-	-	-	321,237
Public Works Parks								
BAY TRAIL		237,080						237,080
BURG PARK		350,000		57,384				407,384
MARINA BAY PARK RESTROOM		300,000						300,000
SHIELDS-REID PARK		364,031		200,000				564,031
BOOKER T. ANDERSON				112,750				112,750
JPA SPORT FIELD AGREEMENT				15,000				15,000
NORTH RICHMOND BALL FIELD				75,900				75,900
PARK HARDSCAPE				36,098				36,098
PARK IRRIGATION				60,000				60,000
PLAY AREA SAFETY				95,854				95,854
WENDELL PARK				149,601				149,601
Sub-Total FY2011-12 Carry-forward Public Works Parks	-	1,251,111	-	802,587	-	-	-	2,053,698
NEW ESTIMATED BEGINNING BALANCE 7/1/12	228,919	1,838,801	84,577	1,557,921	1,087,002	44,459	(40,646)	4,801,034

**Capital Improvement Projects
FY2012-13**

PROJECT CODE CLASSIFICATION ORG ORG FUND	Asset	Outside	Police	Park	Harbor	Transportation	State	Improvements
	Seizure	Grants	Impact Fee	Impact Fee			Highway	Total
	1004	1006	2114	2110	2007	2008	2009	
Revenues								
Interest	3,600		2,170	30,000	11,000			46,770
Fees								
State and Local Taxes								-
Other Revenue	30,000							30,000
Federal Grant		1,358,900						1,358,900
Total Revenues	33,600	1,358,900	2,170	30,000	11,000	-	-	1,435,670

**Capital Improvement Projects
FY2012-13**

PROJECT CODE CLASSIFICATION ORG ORG FUND	Asset	Outside	Police	Park	Harbor	Transportation	State	Improvements
	Seizure	Grants	Impact Fee	Impact Fee			Highway	Total
	1004	1006	2114	2110	2007	2008	2009	
<u>Expenditures</u>								
<u>Police Department</u>								
CCTV	15,000							15,000
PROFESSIONAL SERVICES	8,125							8,125
SWAT EQUIPMENT & RADIO GEAR	8,298							8,298
VEHICLE TO TOW POLICE BOAT	2,500							2,500
JAG REGULAR GRANT 2009		38,816						38,816
JAG REGULAR GRANT 2010		10,196						10,196
JAG RECOVERY GRANT 2009		253,302						253,302
TRAFFIC LASER RADAR TASERS			20,000					20,000
COMPUTER EQUIPMENT	228,596		66,747					295,343
<u>Sub-Total Police</u>	<u>262,519</u>	<u>302,314</u>	<u>86,747</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>651,580</u>
<u>Fire Department</u>								
Fire Boat		1,358,900						1,358,900
<u>Sub-Total Fire</u>	<u>-</u>	<u>1,358,900</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,358,900</u>
<u>Public Works Parks</u>								
BAY TRAIL		237,080						237,080
BURG PARK		350,000		57,384				407,384
MARINA BAY PARK RESTROOM		300,000						300,000
SHIELDS-REID PARK		364,031		200,000				564,031
BOOKER T. ANDERSON				165,000				165,000
JPA SPORT FIELD AGREEMENT				15,000				15,000
NORTH RICHMOND BALL FIELD				75,900				75,900
PARK HARDSCAPE				36,098				36,098
PARK IRRIGATION				60,000				60,000
PLAY AREA SAFETY				95,854				95,854
WENDELL PARK				149,601				149,601
<u>Sub-Total - Public Works Parks</u>	<u>-</u>	<u>1,251,111</u>	<u>-</u>	<u>854,837</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,105,948</u>
<u>Port Department</u>								
HARBOR DREDGING					1,058,844			1,058,844
<u>Sub-Total - Port</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,058,844</u>	<u>-</u>	<u>-</u>	<u>1,058,844</u>
Total Expenditures	262,519	2,912,325	86,747	854,837	1,058,844	-	-	5,175,272

**Capital Improvement Projects
FY2012-13**

PROJECT CODE CLASSIFICATION ORG ORG FUND	Asset	Outside	Police	Park	Harbor	Transportation	State	Improvements
	Seizure	Grants	Impact Fee	Impact Fee			Highway	Total
	1004	1006	2114	2110	2007	2008	2009	
Transfers in from:								
Transportation Fund							40,646	40,646
								-
								-
								-
								-
								-
Total transfers in	-	-	-	-	-	-	40,646	40,646
Transfers out to:								
State Highway Fund							40,646	40,646
								-
								-
								-
								-
Total transfers out	-	-	-	-	-	40,646		40,646
Net transfers in/out	-	-		-	-	(40,646)	40,646	-
Net Surplus/Deficit	(228,919)	(1,553,425)	(84,577)	(824,837)	(1,047,844)	(40,646)	40,646	(3,739,602)
Ending Balance	0	285,376	-	733,084	39,158	3,813	0	1,061,432

**Capital Improvement Projects
FY2012-13**

CC	PROJECT CODE CLASSIFICATION ORG ORG FUND	Fire	Rec/Aquatics	Library	Improvements
		Impact Fee	Impact Fee	Impact Fee	Total
		2113	2115	2117	
	Estimated Beginning Balance 07/01/12	34,028	221,805	194,000	449,833
	<u>Revenues</u>				
	Interest	1,500	4,000	6,000	11,500
	Fees	3,700			
	State and Local Taxes				-
	Other Revenue				-
	Total Revenues	5,200	4,000	6,000	11,500
	<u>Expenditures</u>				
	LIBRARY COMPUTERS			50,000	50,000
	LIBRARY ADMINISTRATION			\$ 150,000	150,000
	KENNEDY SWIM CENTER		100,000		100,000
	Total Expenditures	-	100,000	200,000	300,000
90	Transfers in from:				
	Total transfers in	-	-		-
91	Transfers out to:				
	Total transfers out	-	-		-
	Net transfers in/out	-	-		-
	Net Surplus/Deficit	5,200	(96,000)	(194,000)	(288,500)
	Ending Balance	39,228	125,805	-	161,333

City of Richmond
 Capital Expenditures by Fund for FY 2012/13 to 2016/17



Fund No.	Project Title	Adopted FY2011/12	Adopted FY2012/13	Proposed FY2013/14	Proposed FY2014/15	Proposed FY2015/16	Proposed FY2016/17	Total
1002	(ADA), Sidewalks, and Gaps Closures	\$ 370,000		\$ 470,000	\$ 470,000	\$ 470,000	\$ 470,000	\$ 1,880,000
1002	Carlson Boulevard Street Improvements, Phase II (Tehama to City Limits)	\$ 30,000	\$ 366,500					\$ 366,500
1002	Cutting/Carlson Traffic Safety	\$ 419,125	\$ 552,300					\$ 552,300
1002	Miscellaneous Street Paving - Engineering	\$ 1,803,360	\$ 1,031,504	\$ 354,394	\$ 420,931	\$ 488,932	\$ 558,428	\$ 2,854,189
1002	Miscellaneous Street Paving - Public Works		\$ 1,750,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 9,750,000
1002	Operation and Maintenance Cost	\$ 424,213	\$ 3,000					\$ 3,000
1002	Point Molate Bay Trail (Castro to Bridge)	\$ (200,000)						\$ -
1002	Railroad Crossing Improvements		\$ 200,750					\$ 200,750
1002	Safe Route to Schools Cycle I		\$ 38,100					\$ 38,100
1002	Street Light Rehabilitation		\$ 208,968					\$ 208,968
1002	Surface Drainage	\$ 375,000	\$ 185,835	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 985,835
1002	Traffic Safety/Signal Interconnect		\$ 400,000					\$ 400,000
1002	Traffic Safety Improvement	\$ 175,000	\$ 284,640					\$ 284,640
1002	Via Verdi Roadway and Culvert Repair	\$ -						\$ -
1002 - State Gas Tax - Total		\$ 3,396,698	\$ 5,021,597	\$ 3,024,394	\$ 3,090,931	\$ 3,158,932	\$ 3,228,428	\$ 17,524,282
1004	Closed Circuit Television (CCTV) Cameras		\$ 15,000					\$ 15,000
1004	Computer Equipment		\$ 228,596					\$ 228,596
1004	Professional Services	\$ 43,959	\$ 8,125					\$ 8,125
1004	SWAT Equipment and Radio Gear	\$ 18,000	\$ 8,298					\$ 8,298
1004	Vehicle to Tow Police Boats	\$ 35,000	\$ 2,500					\$ 2,500
1004 - Asset Seizure - Total		\$ 96,959	\$ 262,519	\$ -	\$ -	\$ -	\$ -	\$ 262,519
1006	Bay Trail Gap Closure	\$ 268,000	\$ 237,080					\$ 237,080
1006	Burg Park	\$ 350,000						\$ -
1006	Marina Bay Park Restroom	\$ 300,000						\$ -
1006	Shields-Reid Park	\$ 490,000	\$ 490,000					\$ 490,000
1006	JAG Police Safety Equipment	\$ 279,969	\$ 279,969					\$ 279,969
1006	JAG II Police Safety Equipment	\$ 30,677	\$ 10,196					\$ 10,196
1006	Fire Boat		\$ 1,358,900					\$ 1,358,900
	Safe Cities		\$ 61,336					\$ 61,336
	Family Services		\$ 134,311					\$ 134,311
	Bay Area		\$ 79,200					\$ 79,200
1006 - Outside Grants - Total		\$ 1,718,646	\$ 2,650,991	\$ -	\$ -	\$ -	\$ -	\$ 1,017,245

City of Richmond
 Capital Expenditures by Fund for FY 2012/13 to 2016/17



Fund No.	Project Title	Adopted FY2011/12	Adopted FY2012/13	Proposed FY2013/14	Proposed FY2014/15	Proposed FY2015/16	Proposed FY2016/17	Total
1054	Bay Trail (Pt. Richmond to Pt. Molate)	\$ 20,000	\$ 200,000					\$ 200,000
1054	Bay Trail (Kaiser Shipyard #3 to Ferry Point)	\$ 150,000	\$ 150,000					\$ 150,000
1054	Dornan Tunnel	\$ 469,800	\$ 500,000					\$ 500,000
1054	Mathieu Court Alley Greening		\$ 302,618					\$ 302,618
1054	Richmond Greenway Ohlone Gap Closure		\$ 1,390,167					\$ 1,390,167
1054	Safe Route to School (Nystrom)	\$ 477,000	\$ 741,000					\$ 741,000
1054	Safe Route to School (Student Safety Street)	\$ 408,722	\$ 408,722					\$ 408,722
1054	Via Verdi Roadway and Culvert Repair	\$ 4,997,000	\$ 2,136,826					\$ 2,136,826
1054	Wharf Street	\$ 130,000						\$ -
1054 - Engineering Grant - Total		\$ 6,652,522	\$ 5,829,333	\$ -	\$ -	\$ -	\$ -	\$ 5,829,333
2001	Closed Circuit Television (CCTV) Cameras	\$ 30,000	\$ 15,000					\$ 15,000
2001	Dornan Drive Tunnel Repair and Rehabilitation	\$ 493,000	\$ 475,050					\$ 475,050
2001	Martin Luther King (MLK) Center Demolition	\$ 128,708						\$ -
2001	Mathieu Court Alley Greening		\$ 76,000					\$ 76,000
2001	Miscellaneous Street Paving - Engineering	\$ 254,304	\$ 543,346	\$ 1,141,604	\$ 385,097	\$ 130,679	\$ 25,535	\$ 2,226,261
2001	Miscellaneous Street Paving - Public Works	\$ 1,850,000						\$ -
2001	Pt. Molate Bay Trail		\$ 50,000					\$ 50,000
2001	Pt. Molate Building Stabilization	\$ 12,000						\$ -
2001	Safe Route to School (Student Safety Street)	\$ 29,333	\$ 19,333					\$ 19,333
2001	Street Light Rehabilitation	\$ 400,000	\$ 334,634	\$ 500,000	\$ 481,736	\$ 500,000	\$ 500,000	\$ 2,316,370
2001	Via Verdi Roadway and Culvert Repair	\$ 580,000	\$ 291,034					\$ 291,034
2001	Valley View Road Repairs		\$ 150,000					\$ 150,000
2001	North Richmond Ballfield	\$ 20,000						\$ -
2001	Shields-Reid Park	\$ 50,000	\$ 200,000					\$ 200,000
2001	Unity Park		\$ 5,000,000					\$ 5,000,000
2001	Starlite Studio Employment and Training	\$ 100,000						\$ -
2001	CIP Administrative Cost	\$ 107,395	\$ 109,720	\$ 109,720	\$ 113,742	\$ 113,175	\$ 115,664	\$ 562,020
2001	Fire Station 61 Roof Replacement	\$ 189,724	\$ 59,444					\$ 59,444
2001	Fire Station 67 Gender Specific Dormitories and Kitchen Rehabilitation	\$ 217,984	\$ 139,034					\$ 139,034
2001	Fire Station 68 Gender Specific Restroom Facilities	\$ 69,330	\$ 10,754					\$ 10,754
2001	Southside Substation - Police	\$ 500,000	\$ 500,000					\$ 500,000
2001	Dcoument Storage		\$ 250,000					\$ 250,000
2001	BTA Damaged Roof	\$ 95,000	\$ 95,000					\$ 95,000
2001	Street Light Rehabilitation City Manager	\$ 520,000	\$ 1,141,558					\$ 1,141,558
2001	City Facilities Energy Efficient	\$ 371,475	\$ 357,703					\$ 357,703

City of Richmond
 Capital Expenditures by Fund for FY 2012/13 to 2016/17



Fund No.	Project Title	Adopted FY2011/12	Adopted FY2012/13	Proposed FY2013/14	Proposed FY2014/15	Proposed FY2015/16	Proposed FY2016/17	Total
2001	Bay Trail Match	\$ 25,000						\$ -
2001	Elm Park City Manager	\$ 1,944,700	\$ 1,654,165					\$ 1,654,165
2001	Shuttle Service II		\$ 313,036					\$ 313,036
2001	Civic Center Security Improvements 440 Building	\$ 15,000	\$ 15,000					\$ 15,000
2001	Back-up Generator to Main Library Computer Server Room	\$ 50,000	\$ 50,000					\$ 50,000
2001	Main Library ADA		\$ 314,500					\$ 314,500
2001	Auditorium ADA	\$ 460,401	\$ 460,401					\$ 460,401
2001	ADA Repairs			\$ 792,491		\$ 205,148	\$ 286,836	\$ 1,284,475
2001 - General Capital - Total		\$ 8,513,354	\$ 12,624,712	\$ 2,543,815	\$ 980,575	\$ 949,002	\$ 928,035	\$ 18,026,138
2002	(ADA), Sidewalks, and Gaps Closures	\$ 187,748	\$ 471,800					\$ 471,800
2002	Operation and Maintenance Cost	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 700,000
2002	Street Light Rehabilitation		\$ 357,498					\$ 357,498
2002	Crosswalk Improvement	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000
2002	Miscellaneous Street Paving - Engineering		\$ 28,537	\$ 504,002	\$ 1,193,972	\$ 1,380,389	\$ 1,416,037	\$ 4,522,937
2002	Miscellaneous Street Paving - Public Works	\$ 150,000	\$ 250,000					\$ 250,000
2002	Railroad Crossing Improvement Quiet Zones	\$ 200,000		\$ 200,000				\$ 200,000
2002	Safe Route to Schools	\$ 278,000	\$ 185,977					\$ 185,977
2002	Miscellaneous Street Paving - Engineering	\$ 476,015						\$ -
2002	Traffic Safety Improvements	\$ 325,000	\$ 50,000	\$ 325,000				\$ 375,000
2002 - Measure C - Total		\$ 1,856,763	\$ 1,583,812	\$ 1,269,002	\$ 1,433,972	\$ 1,620,389	\$ 1,656,037	\$ 7,563,212
2004	Transfer out to General Capital Fund - Restroom ADA		\$ 314,500					\$ 314,500
2004	Transfer out to General Capital Fund Back-up Generator	\$ 50,000	\$ 50,000					\$ 50,000
2004 - Civic Center - Total		\$ 50,000	\$ 364,500	\$ -	\$ -	\$ -	\$ -	\$ 364,500
2007	Port Dredging	\$ 1,058,844	\$ 1,058,844					\$ 1,058,844
2007 - Harbor - Total		\$ 1,058,844	\$ 1,058,844	\$ -	\$ -	\$ -	\$ -	\$ 1,058,844
2008	Transfer out to State Highway Fund	\$ -	\$ 40,646					\$ 40,646
2008 - Transportation - Total		\$ -	\$ 40,646	\$ -	\$ -	\$ -	\$ -	\$ 40,646
2009	Miscellaneous Street Paving - Engineering	\$ 1,371,394						\$ -
2009	Transfer out to Transportation Fund	\$ 26,211						\$ -
2009 - State Highway - Total		\$ 1,397,605	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

City of Richmond
 Capital Expenditures by Fund for FY 2012/13 to 2016/17



Fund No.	Project Title	Adopted FY2011/12	Adopted FY2012/13	Proposed FY2013/14	Proposed FY2014/15	Proposed FY2015/16	Proposed FY2016/17	Total
2110	Booker T. Anderson (BTA) Park Bridge/Bioswales	\$ 135,000	\$ 165,000					\$ 165,000
2110	Burg Park	\$ 50,000	\$ 57,384					\$ 57,384
2110	Joint Powers Agreement (JPA) Sports Field Partnership	\$ 15,000	\$ 15,000					\$ 15,000
2110	North Richmond Ball Field	\$ 65,000	\$ 75,900					\$ 75,900
2110	Park ADA Improvements	\$ 170,000						\$ -
2110	Park Hardscape Rehabilitation	\$ 155,000	\$ 36,098					\$ 36,098
2110	Park Irrigation Rehabilitation	\$ 60,000	\$ 60,000					\$ 60,000
2110	Play Area Safety Equipment	\$ 101,000	\$ 95,854					\$ 95,854
2110	Shields Reid Park Improvements	\$ 200,000	\$ 200,000					\$ 200,000
2110	Wendell Park	\$ 160,501	\$ 149,601					\$ 149,601
2110	- Park Impact Fee - Total	\$ 1,111,501	\$ 854,837	\$ -	\$ -	\$ -	\$ -	\$ 854,837
2114	Computer Equipment		\$ 66,747					\$ 66,747
2114	Traffic Laser Radar Equipment	\$ 20,000	\$ 20,000					\$ 20,000
2114	License Plate Reader (LPR)	\$ 50,000						\$ -
2114	Vehicle Locator System	\$ 50,000						\$ -
2114	- Police Impact Fee - Total	\$ 120,000	\$ 86,747	\$ -	\$ -	\$ -	\$ -	\$ 86,747
2115	Kennedy Swim Center Improvements	\$ 100,000	\$ 100,000					\$ 100,000
2115	- Recreation Impact Fee - Total	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
2117	Operation and Maintenance Cost	\$ 304,900	\$ 150,000					\$ 150,000
2117	Branch Library Public Access Computer Upgrade	\$ 50,000	\$ 50,000					\$ 50,000
2117	- Library Impact Fee - Total	\$ 354,900	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Capital Improvements Funds - Total		\$ 26,427,792	\$ 30,678,538	\$ 6,837,211	\$ 5,505,478	\$ 5,728,323	\$ 5,812,500	\$ 52,928,303

City of Richmond
 Capital Expenditures by Fund for FY 2012/13 to 2016/17



Fund No.	Project Title	Adopted FY2011/12	Adopted FY2012/13	Proposed FY2013/14	Proposed FY2014/15	Proposed FY2015/16	Proposed FY2016/17	Total
4001	Bay Trail Shipyard No. 3 to Foot of Canal Blvd.	\$ 692,000						\$ -
4001	Honda Port of Entry at the Point Potrero Marine Terminal (PPMT)	\$ 580,000						\$ -
4001	Integrated Video Surveillance System	\$ 754,507						\$ -
4001	Integrated Video Surveillance System	\$ 2,263,520						\$ -
4001	Lighting Improvements PPMT	\$ 2,650,000	\$ 600,000					\$ 600,000
4001	Port Rail Corridor Facilities	\$ 171,000						\$ -
4001	PPMT- Fiber Optic Network	\$ 4,310,504	\$ 3,300,000					\$ 3,300,000
4001	Railroad Improvements Quiet Zones	\$ 1,050,000	\$ 1,000,000					\$ 1,000,000
4001	Subaru Building 4 Improvements	\$ 700,000						\$ -
4001	Terminal 2 Timber Wharf Replacement	\$ -	\$ 275,000					\$ 275,000
4001	Terminal 3 Port Office Building Upgrade	\$ 3,237,300	\$ 2,700,000					\$ 2,700,000
4001	Cafeteria Building Exterior Improvements		\$ 65,000					\$ 65,000
4001	Terminal 3 Electrical Improvements		\$ 350,000					\$ 350,000
4001	PPMT Stormwater Improvements		\$ 200,000					\$ 200,000
4001 - Port of Richmond - Total		\$ 16,408,831	\$ 8,490,000	\$ -	\$ -	\$ -	\$ -	\$ 8,490,000
4003	23rd Street Sanitary Sewer Replacement		\$ 2,000,000					\$ 2,000,000
4003	Capacity Improvements		\$ 8,000,000					\$ 8,000,000
4003	Cypress Point Sewer Line Replacement		\$ 700,000					\$ 700,000
4003	Digester Control Building No. 2	\$ 2,000,000						\$ -
4003	Keller Beach Sanitary Sewer Line Replacement	\$ 2,500,000						\$ -
4003	Manhole Replacement	\$ 300,000	\$ 300,000					\$ 300,000
4003	McLaughlin Avenue Sewer Upsize		\$ 3,500,000					\$ 3,500,000
4003	Sewer Line Repairs for Inspection Accessibility	\$ 1,250,000						\$ -
4003	Wet Weather Infiltration/Inflow Elimination	\$ 1,233,000						\$ -
4003	Wet Weather Peak Flow Storage	\$ 4,877,750						\$ -
4003 - Engineering Wastewater - Total		\$ 12,160,750	\$ 14,500,000	\$ -	\$ -	\$ -	\$ -	\$ 14,500,000
4005	Marina Dredging	\$ 2,100,000	\$ 100,000					\$ 100,000
4005 - Marina - Total		\$ 2,100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
4008	Council Chamber Technology Upgrade	\$ 64,000	\$ 20,000					\$ 20,000
4008	Media Center	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 50,000
4008	Microwave Transmission System	\$ 10,000						\$ -
4008	Production Truck	\$ 15,995	\$ 10,000					\$ 10,000
4008	Studio Upgrade	\$ 10,000	\$ 15,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 55,000
4008	Upgrade Playback System	\$ 12,000	\$ 5,000	\$ 5,000				\$ 10,000
4008 - Total KCRT - Total		\$ 121,995	\$ 60,000	\$ 25,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 145,000
Enterprise Funds - Total		\$ 30,791,576	\$ 23,150,000	\$ 25,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 23,235,000

City of Richmond
 Capital Expenditures by Fund for FY 2012/13 to 2016/17



Fund No.	Project Title	Adopted FY2011/12	Adopted FY2012/13	Proposed FY2013/14	Proposed FY2014/15	Proposed FY2015/16	Proposed FY2016/17	Total
5003	Fire Vehicles	\$ 60,000	\$ 457,867	\$ 975,000	\$ 600,000	\$ 1,239,000		\$ 3,271,867
5003	Other City Equipment	\$ 760,000	\$ 114,167	\$ 1,330,000	\$ 753,000	\$ 1,175,000		\$ 3,372,167
5003	Other City Vehicles	\$ 1,133,394	\$ 1,209,055	\$ 642,000	\$ 1,401,000	\$ 1,047,000		\$ 4,299,055
5003	Police Vehicles	\$ 403,000	\$ 1,109,612	\$ 391,000	\$ 548,000	\$ 321,000		\$ 2,369,612
5003 - Equipment Services - Total		\$ 2,356,394	\$ 2,890,701	\$ 3,338,000	\$ 3,302,000	\$ 3,782,000	\$ -	\$ 13,312,701
Internal Service Funds - Total		\$ 2,356,394	\$ 2,890,701	\$ 3,338,000	\$ 3,302,000	\$ 3,782,000	\$ -	\$ 13,312,701
7201	Bradley A. Moody Memorial Underpass	\$ 28,720,000	\$ 18,000,000					\$ 18,000,000
7201	Marina Bay Trails Landscape Areas	\$ 450,000						\$ -
7201	Metro Walk (Transit Village)	\$ 16,775,000	\$ 14,358,000					\$ 14,358,000
7201	Railroad Crossing Design ad Improvements	\$ 150,000						\$ -
7201	Meade Street		\$ 950,000					\$ 950,000
7201	Project Areas Streetscape Garage		\$ 27,000					\$ 27,000
7201	Streetscapes		\$ 93,000					\$ 93,000
7201	Terminal One		\$ 36,000					\$ 36,000
7201 - Redevelopment Fund - Total		\$ 46,095,000	\$ 33,464,000	\$ -	\$ -	\$ -	\$ -	\$ 33,464,000
7202	Infill Phase 2	\$ 1,000,000	\$ 16,000					\$ 16,000
7202	Lillie Mae Jones	\$ 528,000						\$ -
7202	Miraflores (S. 43rd & Wall)	\$ 1,902,000	\$ 2,000,000					\$ 2,000,000
7202	Nevin Court (1st & Nevin)	\$ 577,000	\$ 38,000					\$ 38,000
7202	Vernon Castro	\$ 5,000	\$ 5,000					\$ 5,000
7202 - Housing Fund - Total		\$ 4,012,000	\$ 2,059,000	\$ -	\$ -	\$ -	\$ -	\$ 2,059,000
Redevelopment Agency Funds - Total		\$ 50,107,000	\$ 35,523,000	\$ -	\$ -	\$ -	\$ -	\$ 35,523,000
Enterprise, Internal Services and Redevelopment Agency Funds - Total		\$ 83,254,970	\$ 61,563,701	\$ 3,363,000	\$ 3,322,000	\$ 3,802,000	\$ 20,000	\$ 72,070,701
ALL Project Expenditures - Total		\$ 109,682,762	\$ 92,242,239	\$ 10,200,211	\$ 8,827,478	\$ 9,530,323	\$ 5,832,500	\$ 124,999,004

City of Richmond
 Capital Revenue Sources Budget by Fund for FY 2012/13-2016/17



Fund Group	Estimated Beginning Fund Balance, 7/1/12	FY2011-12 Unspent Carry-forward	Estimated New Revenue	Total Estimated Available FY2012/13	Estimated FY2013/14	Estimated FY2014/15	Estimated FY2015/16	Estimated FY2016/17	Total
Capital Project Funds									
1002-State Gas Tax	\$ 1,876,472	\$ 185,835	\$ 2,959,290	\$ 5,021,597	\$ 3,024,394	\$ 3,090,931	\$ 3,158,932	\$ 3,228,428	\$ 17,524,282
1004-Asset Seizure	\$ 209,996	\$ 18,923	\$ 33,600	\$ 262,519	\$ 34,339	\$ 9,619	\$ 9,717	\$ 9,931	\$ 326,125
1006-Outside Grants	\$ 285,376	\$ 1,553,425	\$ 1,358,900	\$ 3,197,701					\$ 3,197,701
1054-Engineering Grants	\$ (1,653,075)		\$ 5,864,533	\$ 5,864,533					\$ 5,864,533
2001-Capital Outlay	\$ 1,364,891	\$ 2,010,734	\$ 9,192,091	\$ 12,567,716	\$ 2,549,922	\$ 980,575	\$ 955,243	\$ 934,414	\$ 17,987,870
2002-Measure C	\$ 106,150	\$ 235,977	\$ 1,241,685	\$ 1,583,812	\$ 1,269,002	\$ 1,433,972	\$ 1,620,389	\$ 1,656,037	\$ 7,563,213
2004-Civic Center	\$ 871,164		\$ -	\$ 871,164	\$ -			\$ -	\$ 871,164
2007-Harbor	\$ 1,087,002		\$ 11,000	\$ 1,098,002	\$ 11,242			\$ -	\$ 1,109,244
2008-Transportation	\$ 44,459			\$ 44,459	\$ -			\$ -	\$ 44,459
2009-State Highway	\$ (40,646)		\$ 40,646	\$ -	\$ 41,540			\$ -	\$ 41,540
2110-Park Land Dedication	\$ 755,334	\$ 802,587	\$ 30,000	\$ 1,587,921	\$ 30,660	\$ 9,619	\$ 9,717	\$ 9,931	\$ 1,647,848
2113-Public Facility Impact	\$ 34,028		\$ 5,200	\$ 39,228	\$ 5,314	\$ 5,431	\$ 5,551	\$ 5,673	\$ 61,197
2114-Public Facility Impact	\$ 84,577		\$ 2,170	\$ 86,747	\$ 2,218	\$ 2,267	\$ 2,316	\$ 2,367	\$ 95,915
2115-Recreation Impact Fee	\$ 221,805		\$ 4,000	\$ 225,805	\$ 4,088	\$ 4,178	\$ 4,270	\$ 4,364	\$ 242,705
2117-Library Impact Fee	\$ 194,000		\$ 6,000	\$ 200,000	\$ 6,132	\$ 6,267	\$ 6,405	\$ 6,546	\$ 225,349
Capital Project Funds - Total	\$ 5,441,533	\$ 4,807,481	\$ 20,749,115	\$ 32,651,204	\$ 6,978,852	\$ 5,542,859	\$ 5,772,539	\$ 5,857,691	\$ 56,803,145
Enterprise Funds - Total				\$ 23,150,000					\$ 23,150,000
Internal Service Funds - Total				\$ 2,890,701					\$ 2,890,701
Successor Agency Redevelopment Funds - Total				\$ 33,464,000					\$ 33,464,000
Successor Agency Housing Funds - Total				\$ 2,059,000					\$ 2,059,000
Total Funds Available	\$ 5,441,533	\$ 4,807,481	\$ 20,749,115	\$ 94,214,905	\$ 6,978,852	\$ 5,542,859	\$ 5,772,539	\$ 5,857,691	\$ 118,366,846

City of Richmond
Capital Unfunded Request For FY 2012-13 to 2016/17



<u>Project Name</u>	<u>FY2012-13</u>	<u>FY2013-14</u>	<u>FY2014-15</u>	<u>FY2015-16</u>	<u>FY2016-17</u>	<u>5 Year Total</u>
Engineering Department						
Miscellaneous Improvement Repairs		\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 600,000
Pavement Management Program				\$ 50,000	\$ 50,000	\$ 100,000
Point Richmond Retaining Walls		\$ 673,000				\$ 673,000
Street Light Rehabilitation				\$ 146,722		\$ 146,722
Street Paving		\$ 3,200,000	\$ 3,200,000	\$ 3,200,000	\$ 3,200,000	\$ 12,800,000
Total - Unfunded Engineering Department		\$ 4,023,000	\$ 3,350,000	\$ 3,546,722	\$ 3,400,000	\$ 14,319,722
Engineering Wastewater						
Rehabilitate Existing Grit Basin		\$ 1,953,000				\$ 1,953,000
Treatment Plant Electrical Rehabilitation		\$ 7,161,000				\$ 7,161,000
Treatment Plant Odor Control		\$ 3,000,000				\$ 3,000,000
Total - Unfunded Engineering Wastewater Department		\$ 12,114,000	\$ -	\$ -	\$ -	\$ 12,114,000
Engineering Stormwater						
24 th 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
Stormwater Master Plan		\$ 500,000	\$ 300,000			\$ 800,000
Total - Unfunded Engineering Stormwater		\$ 20,521,000	\$ 300,000	\$ -	\$ -	\$ 20,821,000

City of Richmond
Capital Unfunded Request For FY 2012-13 to 2016/17



<u>Project Name</u>	<u>FY2012-13</u>	<u>FY2013-14</u>	<u>FY2014-15</u>	<u>FY2015-16</u>	<u>FY2016-17</u>	<u>5 Year Total</u>
Public Works Operation and Maintenance						
Add Boiler to the Auditorium		\$ 250,000	\$ 250,000			\$ 500,000
Hilltop Directional Signage		\$ 100,000	\$ 235,620	\$ 235,620		\$ 571,240
Hilltop Path Reconstruction		\$ 50,000				\$ 50,000
Hilltop Pylon Sign		\$ 1,300,000	\$ 230,000			\$ 1,530,000
Replace Roofing at Various City Facilities		\$ 500,000	\$ 1,000,000			\$ 1,500,000
33 Ft. Scissor Lift for Painters - Purchase		\$ 25,000				\$ 25,000
Total - Unfunded Public Works Operation and Maintenance		\$ 2,225,000	\$ 1,715,620	\$ 235,620	\$ -	\$ 4,176,240
Public Works Parks						
Clark Pond Nature Park & Equestrian Trailhead		\$ 11,000	\$ 1,589,000			\$ 1,600,000
Fairmede Soccer Field		\$ 45,000	\$ 217,500			\$ 262,500
JPA Sports Field Partnership		\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 60,000
K-9 Training Park		\$ 10,000	\$ 20,000			\$ 30,000
MLK Park, Community Center Landscaping		\$ 750,000				\$ 750,000
Nichol Park, Electrical System		\$ 1,000,000				\$ 1,000,000
North Richmond Ball field Irrigation, Lighting & Sod Repair		\$ 85,000	\$ 93,500			\$ 178,500
North Richmond Ball field Restroom Restoration		\$ 25,000	\$ 100,000			\$ 125,000
Park Lighting		\$ 165,000				\$ 165,000
Playground restorations citywide		\$ 1,060,765	\$ 339,235			\$ 1,400,000
Pullman Neighborhood Park Additions		\$ 105,000	\$ 125,000			\$ 230,000
Rose Garden		\$ 26,875	\$ 48,125			\$ 75,000
Shields Reid, Soccer Lighting		\$ 500,000				\$ 500,000
Solano Playlot		\$ 120,000				\$ 120,000
Urban Forest Implementation Citywide		\$ 132,000	\$ 132,000	\$ 132,000	\$ 132,000	\$ 528,000
Wendell Park Renovations		\$ 1,597,775				\$ 1,597,775
Total - Unfunded Public Works Parks		\$ 5,648,415	\$ 2,679,360	\$ 147,000	\$ 147,000	\$ 8,621,775

City of Richmond
Capital Unfunded Request For FY 2012-13 to 2016/17



<u>Project Name</u>	<u>FY2012-13</u>	<u>FY2013-14</u>	<u>FY2014-15</u>	<u>FY2015-16</u>	<u>FY2016-17</u>	<u>5 Year Total</u>
Public Works Equipment Services						
Corporation Yard Facility Relocate				\$ 10,000,000		\$ 10,000,000
Men's Restroom Upgrade ADA		\$ 30,000	\$ 120,000			\$ 150,000
Replace two existing 2000 gls Fuel Tanks		\$ 50,000				\$ 50,000
Total - Unfunded Public Works Equipment Services		\$ 80,000	\$ 120,000	\$10,000,000	\$ -	\$ 10,200,000
Police Department						
New Police Facility		\$ 80,000,000				\$ 80,000,000
Total - Unfunded Police Department		\$ 80,000,000	\$ -	\$ -	\$ -	\$ 80,000,000
Fire Department						
Air Conditioning at Fire Training		\$ 40,000				\$ 40,000
Gender Bathrooms		\$ 150,000				\$ 150,000
Re-paving Fire Stations		\$ 70,000				\$ 70,000
Replace Station 66		\$ 4,000,000	\$ 265,000			\$ 4,265,000
Re-roof Fire Stations		\$ 500,000				\$ 500,000
Re-wiring		\$ 98,000				\$ 98,000
Total - Unfunded Fire Department		\$ 4,858,000	\$ 265,000	\$ -	\$ -	\$ 5,123,000
Library Department						
Architectural Design of New Library			\$ 2,790,000			\$ 2,790,000
Community Room Furniture		\$ 30,000				\$ 30,000
New Library			\$ 23,500,000	\$ 23,500,000		\$ 47,000,000
Total - Unfunded Library Department		\$ 30,000	\$26,290,000	\$23,500,000	\$ -	\$ 49,820,000
Recreation Department						
Booker T. Anderson (BTA) Park, Rehabilitation of Baseball Field Lighting		\$ 500,000				\$ 500,000
BTA Community Center Heater Replacement		\$ 85,000				\$ 85,000
Community Center Renovations/Repairs		\$ 40,000,000				\$ 40,000,000
Convention Center Lighting and Sound System Upgrade		\$ 250,000	\$ 1,250,000			\$ 1,500,000

City of Richmond
Capital Unfunded Request For FY 2012-13 to 2016/17



Project Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17	5 Year Total
Electronic Media Billboard		\$ 200,000				\$ 200,000
Field Turf Installation		\$ 5,500,000	\$ 5,500,000	\$ 5,500,000		\$ 16,500,000
Golf Activity Center		\$ 15,000,000	\$ 15,000,000	\$ 15,000,000		\$ 45,000,000
Heating Ventilation and Air Conditioning (HVAC) & Electrical Support System Recreation Administration Building		\$ 500,000				\$ 500,000
Kennedy Swim Center - Roof, Electrical & HVAC		\$ 2,000,000	\$ 2,000,000			\$ 4,000,000
May Valley Community Center Upgrade		\$ 100,000	\$ 100,000			\$ 200,000
Multi-Use Sports Facility		\$ 25,000,000				\$ 25,000,000
Refurbish Small Community Centers		\$ 205,000				\$ 205,000
Replace Windows at the Recreation Complex		\$ 65,000				\$ 65,000
Total - Unfunded Recreation Department		\$ 89,405,000	\$23,850,000	\$20,500,000	\$ -	\$ 133,755,000
Employment & Training Department						
Starlight Building Civic Center Employment and Training		\$ 2,000,000				\$ 2,000,000
Total - Unfunded Employment & Training		\$ 2,000,000	\$ -	\$ -	\$ -	\$ 2,000,000
Information Technology Department						
Broadband Accessibility Project		\$ 500,000				\$ 500,000
Total - Unfunded Information Technology Department		\$ 500,000	\$ -	\$ -	\$ -	\$ 500,000
City Attorney Department						
Access Compliance		\$ 246,931	\$ 246,931	\$ 171,296	\$ 246,931	\$ 912,089
Mid-Block Barriers		\$ 560,618	\$ 560,618		\$ 560,618	\$ 1,681,855
Pedestrian Signals		\$ 3,880	\$ 3,880	\$ 3,880	\$ 3,880	\$ 15,520
Total - Unfunded City Attorney Department		\$ 811,429	\$ 811,429	\$ 175,176	\$ 811,429	\$ 2,609,464
Total - Unfunded Request		\$ 222,215,844	\$ 59,381,409	\$ 58,104,518	\$ 4,358,429	\$ 344,060,201

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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.

Engineering Services Department-22

Plan Highlights

Americans with Disabilities Act (ADA)

Project Cost: \$471,800
Funding Sources: Measure J

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.

Miscellaneous Street Paving

Project Cost: \$1,603,387
Funding Sources: State Gas Tax
General Capital Outlay
Measure J

Street Light Rehabilitation

Project Cost: \$ 901,100
Funding Sources: State Gas Tax
General Capital Outlay
Measure J

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

Engineering Services Department-22

Success Indicators

CIP Project(s)	Performance Benchmarks	2012-13 1-yr Goal	2012-13 1 st Qtr. Target	2012-13 2 nd Qtr. Target	2012-13 3 rd Qtr. Target	2012-13 4 th Qtr. Target
1.22.a: Americans With Disabilities Act (ADA)						
	Design	100%	25%	50%	75%	100%
	Construction	100%	25%	50%	75%	100%
1.22.b: Bay Trail from Kaiser Shipyard #3 to Ferry Point						
	Bid Process	100%	100%	*	*	*
	Construction	100%	*	50%	100%	*
1.22.c: Carlson Boulevard Street Improvements, Phase II (Tehama to City Limits)						
	Bid Process	100%	100%	*	*	*
	Construction	100%	*	50%	100%	*
1.22.d: Crosswalk Improvements						
	Study	100%	25%	50%	75%	100%
	Equipment Installation	100%	25%	50%	75%	100%
	Construction	100%	25%	50%	75%	100%
1.22.e: Cutting/Carlson Traffic Safety						
	Bid Process	100%	100%	*	*	*
	Construction	100%	*	50%	100%	*
1.22.f: Pavement Rehabilitation						
	Survey	100%	75%	100%	*	*
	Design	100%	50%	75%	100%	*
	Bid Process	100%	*	*	*	100%
	Construction	33%	*	*	*	33%
1.22.g: Railroad Crossing Improvements						
	Design	100%	25%	50%	75%	100%
	Construction	100%	25%	50%	75%	100%
	Ongoing	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

Engineering Services Department-22

Success Indicators

CIP Project(s)	Performance Benchmarks	2012-13 1-yr Goal	2012-13 1 st Qtr. Goal	2012-13 2 nd Qtr. Target	2012-13 3 rd Qtr. Target	2012-13 4 th Qtr. Target
1.22.h: Safe Routes to School/ Nystrom	Construction	100%	50%	100%	*	*
1.22.i: Safe Routes to School (Ford, Grant, King and Lincoln)	Construction	100%	50%	100%	*	*
1.22.j: Street Light Rehabilitation	Construction FY11/12	100%	50%	100%	*	*
	RFP (LED Replacement)	100%	*	50%	100%	*
	Assessment Districts for Replacement (LED Replace)	100%	*	*	50%	100%
1.22.k: Surface Drainage	Design	100%	50%	100%	*	*
	Bid Process	100%	*	*	100%	*
	Construction	100%	*	*	*	100%
1.22.l: Traffic Safety Improvements	Study	100%	25%	50%	75%	100%
	Design	100%	100%	*	*	*
	Construction	100%	*	*	50%	100%
1.22.p: Via Verde Sink Hole Restoration	Construction	100%	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

Engineering Department-22 CIP Overview

TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2011-12 Adopted	FY2011-12 Actual 3/31/2012	FY2012-13 Adopted	FY2013-14 Proposed	FY2014-15 Proposed	FY2015-16 Proposed	FY2016-17 Proposed	5 Year Total
SOURCES BY FUND								
Grants - 1054	7,574,779	1,036,786	5,829,533					5,829,533
Gas Tax - 1002	4,729,796	2,078,881	3,268,597	2,670,000	2,670,000	2,670,000		11,278,597
General Capital - 2001	2,788,257	744,015	1,789,397	730,000	330,000	330,000		3,179,397
Measure C/J - 2002	1,773,817	530,571	1,333,812	765,000	765,000	765,000		3,628,812
2001A Lease Bond - 2003	764,974	197,288	-					-
Transportation - Prop 1B - 2008	1,337,601	1,337,601	-					-
State Highway - 2009	1,475,364	567,295	-					-
Sources Total	20,444,588	6,492,437	12,221,339	4,165,000	3,765,000	3,765,000		23,916,339
USES BY PROJECT								
ADA	661,277	455,383	471,800	470,000	470,000	470,000		1,881,800
BARRETT AVENUE PAVING	109,291	87,146						-
BAY TRAIL GAP CLOSURE	45,000	35						-
CARLSON BLVD.	2,797,992	2,152,014	366,500					366,500
CROSSWALK IMPROVEMENTS	100,000	21,316	100,000	100,000	100,000	100,000		400,000
CUTTING CARLSON TRAFFIC SIGNAL	435,416	9,724	552,300					552,300
CUTTING SIGNAL INTERCONNECT	104,550							-
DORNAN TUNNEL	963,917	6,041	975,050					975,050
GREENWAY OHLONE GAP	-		1,390,167					1,390,167
MATHIEU COURT ALLEY GREENING			378,818					378,818
MEMBERSHIP & DUES	140,000	131,542	140,000	140,000	140,000	140,000		560,000
MLK CENTER DEMO	128,708							-
MLK PARK IMPROVEMENTS	59,318	105						-
PT. MOLATE BUILDING STABILIZATION	136,671	132,166						-
RAILROAD CROSSINGS IMPROVEMENTS QUIET ZONES	200,000	36,155	200,750	200,000	200,000	200,000		800,750
RICHMOND PLUNGE	119,777	124,978						-
SAFE ROUTE TO SCHOOL/CYCLE 1	716,822	56,304	408,722					408,722
SAFE ROUTE TO SCHOOL/CYCLE 2	477,000		984,410					984,410
SANTA RITA SINKHOLE	9,900	4,950						-
SF BAY TRAIL (KAISER TO SHIPYARD #3 TO FERRY POINT)	150,000		150,000					150,000
SF BAY TRAIL (PT. RICHMOND TO PT. MOLATE)	(200,000)		250,000					250,000
STREET LIGHTING REHAB	564,272	193,159	901,100	400,000				1,301,100
STREET PAVING	5,461,874	1,912,691	1,603,387	2,000,000	2,000,000	2,000,000		7,603,387
SURFACE DRAINAGE	375,149	40,333	185,835	200,000	200,000	200,000		785,835
TRAFFIC SAFETY IMPROVEMENTS	517,505	181,350	450,000	325,000	325,000	325,000		1,425,000
VIA VERDI SIN KHOLE	6,240,149	901,308	2,712,500	330,000	330,000	330,000		3,702,500
WHARF ST. QUIET ZONE	130,000	45,734						-
USES-BY PROJECT TOTAL	20,444,588	6,492,437	12,221,339	4,165,000	3,765,000	3,765,000		23,916,339

FY2012-13 CIP Budget

Engineering Department-22 CIP Overview

TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2011-12 Adopted	FY2011-12 Actual 3/31/2012	FY2012-13 Adopted	FY2013-14 Proposed	FY2014-15 Proposed	FY2015-16 Proposed	FY2016-17 Proposed	5 Year Total
Grants - 1054	7,574,779	1,036,786	5,829,533					5,829,533
Gas Tax - 1002	4,729,796	2,078,881	3,268,597	2,670,000	2,670,000	2,670,000		11,278,597
General Capital - 2001	2,788,257	744,015	1,789,397	730,000	330,000	330,000		3,179,397
Measure C/J - 2002	1,773,817	530,571	1,333,812	765,000	765,000	765,000		3,628,812
2001A Lease Bond - 2003	764,974	197,288						-
Transportation - Prop 1B - 2008	1,337,601	1,337,601						-
State Highway - 2009	1,475,364	567,295						-
USES BY ORG CODE								
	-							-
TOTAL CIP BUDGET	20,444,588	6,492,437	12,221,339	4,165,000	3,765,000	3,765,000		23,916,339

FY2012-13 CIP Budget

Richmond
2012/13-2016/17 Capital Improvement Program

Project Description Report

Project Name:	Americans with Disabilities Act (ADA) Right-of-Way Program (Annual)	
Project Manager:	Edric Kwan	
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"> • 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. • Damaged Sidewalks (\$250K): Repair reported sidewalk, curb, gutter, and adjacent pavement damaged by the roots of City owned tree. • Sidewalk Gaps (\$120K): Install missing sidewalk and associated curb, gutter, driveways, and adjacent pavement to eliminate pedestrian access barriers. <p>Project ID: 01C04 Project Location: Various locations Estimated Operation and Maintenance Cost: \$ 0 Design and Inspection (Staff): \$ 325,000 Construction: \$1,801,800 Construction Management: \$ 100,000 Contingency: \$ 125,000 Total: \$2,351,800 Estimated Start Date: 07/01/2010 Estimated Completion Date: 06/30/2017</p>	
Justification:	The 1990 Americans with Disabilities Act 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. This project helps fulfill item 1.8.c of the 2008-2013 5-year strategic business plan.	
Total Estimated Cost:	\$2,351,800	

Project Description Report

Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
2002	Measure C/J	\$471,800	\$0	\$0	\$0	\$0
1002	State Gas Tax	\$0	\$470,000	\$470,000	\$470,000	\$470,000

Richmond
2012/13-2016/17 Capital Improvement Program

Project Description Report

Project Name:	Carlson Blvd. Improvements	
Project Manager:	Jim Bissell	
Department Responsible:	Engineering	
Project Description:	<p>This project has completed pavement reconstruction with replacement of damaged concrete curb, gutter and sidewalk. Drainage inlet modifications, median, and ADA curb ramps will also be constructed. The roadway striping were replaced to include a bike lane in both directions.</p> <p>New items of work include irrigation and landscaping of the newly installed median.</p> <p>Project ID: 01B05 Project Location: Carlson Blvd., Tehama Avenue South to City limits. Estimated Operation and Maintenance Cost: \$ 0 Construction: \$ 301,500 Construction Management (Staff): \$ 35,000 Inspection: \$ 0 Contingency: \$ 30,000 Total: \$ 366,500 Estimated Start Date: 04/24/2009 Estimated Completion Date: 03/31/2013</p>	
Justification:	<p>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 and the improved section in El Cerrito. 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.</p>	
Total Estimated Cost:	\$366,500	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17

Project Description Report

Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
1002	State Gas Tax	\$366,500	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 Capital Improvement Program
Project Description Report

Project Name:	Crosswalk Improvements Program (Annual)
Project Manager:	Steven Tam
Department Responsible:	Engineering
Project Description:	<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: \$ 175,000 Studies (Staff): \$ 325,000 Inspection: \$ 0 Contingency: \$ 0 Total: \$ 500,000 Estimated Start Date: 07/01/2011 Estimated Completion Date: 06/30/2016</p>
Justification:	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.
Total Estimated Cost:	\$500,000



Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17

Project Description Report

Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
2002	Measure C/J	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000

Richmond
2012/13-2016/17 Capital Improvement Program

Project Description Report

Project Name:	Cutting/Carlson Traffic Signal Safety Improvements		
Project Manager:	Melissa Tigbao		
Department Responsible:	Engineering		
Project Description:	<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. Permitting with UPRR is pending at date of this project updated description.</p> <p>Project ID: 01B02 Project Location: Cutting Blvd. and Carlson Blvd. Estimated Operation and Maintenance Cost \$ 0 Construction: \$ 462,300 Construction Management (Staff): \$ 22,000 Inspection (Staff): \$ 22,000 Contingency: \$ 46,000 Total: \$ 552,300 Estimated Start Date: 07/01/2011 Estimated Completion Date: 03/31/2013</p>		
Justification:	<p>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.</p>		The project will
Total Estimated Cost:	\$552,300		

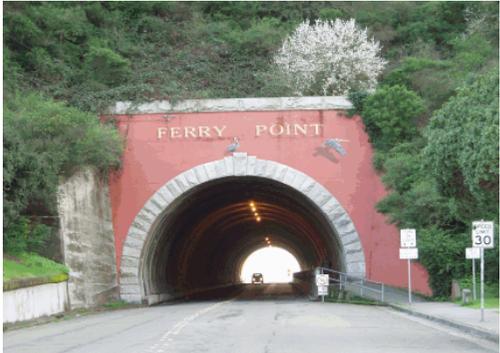
Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17

Project Description Report

Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
1002	State Gas Tax	\$552,300	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 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>Design is completed. A carry forward grant amount of \$500K (Grant) and local match of \$471K (General Capital Fund) and a new appropriation of \$4,050 (General Capital Fund) for contract compliance are needed to complete the construction phase of the project.</p> <p>Project ID: 01A13 and 21B13 Project Location: Dornan Dr. Tunnel Estimated Operation and Maintenance Cost: \$ 0 Construction: \$ 14,050 Construction Management (Staff): \$ 40,000 Inspection (Staff): \$ 40,000 Contingency: \$ 81,000 Total: \$ 975,050 Estimated Start Date: 03/23/2009 Estimated Completion Date: 12/31/2013</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, we will lose allocated grant funding.</p>	
Total Estimated Cost:	\$975,050	

Project Description Report

Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
1054	Engineering Grants	\$500,000	\$0	\$0	\$0	\$0
2001	General Capital Fund	\$475,050	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 Capital Improvement Program

Project Description Report

Project Name:	Richmond Greenway/Ohlone Gap Closure Study	
Project Manager:	Steven Tam	
Department Responsible:	Engineering	
Project Description:	<p>The Richmond-Ohlone Greenway Gap Closure project completes a critical link between two regional greenways. Today the Ohlone Greenway terminates at San Pablo Avenue just north of the BART tracks, while the Richmond Greenway terminates just east of interstate I-80. The Gap Closure project will join the two greenway trails, providing access to the Del Norte BART station and a safe pedestrian crossing of San Pablo Avenue. It will also restore a badly degraded segment of Baxter Creek, connecting a long stretch of the creek that was restored in 2006 (to the east of San Pablo Avenue in El Cerrito) to a soon-to-be restored stretch at the Miraflores Housing Development site in Richmond. A pedestrian/bicycle bridge will be installed over the creek, while an at-grade, pedestrian-initiated signalized crossing will help pedestrians and bicyclists cross heavily-traveled San Pablo Avenue.</p> <p>Estimated Start Date: 07/01/2012 Estimated Completion Date: 06/30/2012</p>	
Justification:	The project is needed to study options to connect the Phase II Richmond Greenway to the Ohlone Greenway. The project will plan a safe and secure bicycle crossing of San Pablo Ave. This previously approved project will encourage public use of the Ohlone & Bay Trails for transportation & recreation.	
Total Estimated Cost:	\$1,390,167	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
1054	Engineering Grants	\$1,390,167	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 Capital Improvement Program

Project Description Report

Project Name:	Mathieu Alley Greening
Project Manager:	Edric Kwan
Department Responsible:	Engineering
Project Description:	<p>The Mathieu Court Alley Greening Project will replace 16,000 square feet of impervious paving with landscaped areas, and with pervious pavers and/or turf cell where vehicle access is necessary. Incorporating bioswales and/or raingardens, and native planting, the project will mimic natural systems that clean and filter stormwater, recharge groundwater, and create habitat for native birds and beneficial insects. It will create a new community green space with tree canopy (possibly fruit or nut trees), community garden opportunities, and landscaped informal seating areas. Fencing along the alleyway will be replaced with new fencing materials.</p> <p>Estimated Start Date: 09/30/2012 Estimated Completion Date: 06/30/2013</p>
Justification:	The Project will serve as a pilot project for the City’s “Alleys to Greenways” effort to convert alleys into green spaces that are usable neighborhood amenity, and help deter undesirable activities that occur there now such as dumping and crime.
Total Estimated Cost:	\$404,775

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
1054	Engineering Grants	\$328,775	\$0	\$0	\$0	\$0
2001	General Capital Fund	\$76,000	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 Capital Improvement Program

Project Description Report

Project Name:	Railroad Crossing Improvements Quiet Zones Program (Annual)	
Project Manager:	Steven Tam	
Department Responsible:	Engineering	
Project Description:	<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 and Inspection (Staff): \$ 70,000 Construction: \$ 300,750 Construction Management (Staff): \$ 30,000 Contingency: \$ 0 Total: \$ 400,750 Estimated Start Date: 07/01/2011 Estimated Completion Date: 06/30/2013</p>	
Justification:	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. Requests are generated by City Council and/or City residents and businesses.	
Total Estimated Cost:	\$400,750	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
2002	Measure C/J	\$0	\$200,000	\$0	\$0	\$0

Project Description Report

Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
1002	State Gas Tax	\$200,750	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 Capital Improvement Program

Project Description Report

Project Name:	Safe Routes to School, Cycle 1 (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>FY2011-12 carry forward of the grant amount of \$408,722, a local match of \$19,333 (General Capital Fund) and a new appropriation of \$38,100 (Gas Tax) 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: \$ 388,935 Construction Management (Staff): \$ 20,000 Inspection (Staff): \$ 21,500 Contingency: \$ 35,720 Total: \$ 466,155 Estimated Start Date: 07/01/2010 Estimated Completion Date: 12/31/2013</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.	
Total Estimated Cost:	\$466,155	

Project Description Report

Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
1054	Engineering Grants	\$408,722	\$0	\$0	\$0	\$0
2001	General Capital Fund	\$19,333	\$0	\$0	\$0	\$0
1002	State Gas Tax	\$38,100	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 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 and Measure J of \$200K is being carried forward. Additional grant funding from SR2S-CMAQ-T4 of \$264K has been provided to complete Coronado, Highland, Washington, and Wilson.</p> <p>Project ID: 21B02 and 0CC02 Project Location: Various locations Estimated Operation and Maintenance Cost: \$ 0 Construction: \$ 704,552 Construction Management (Staff): \$ 89,300 Inspection (Staff): \$ 61,125 Contingency: \$ 72,000 Total: \$ 926,977 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 the five elementary schools and remove the barriers to access for the pedestrians and the disabled who travel to and from the school.	
Total Estimated Cost:	\$926,977	

Project Description Report

Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
1054	Engineering Grants	\$741,000	\$0	\$0	\$0	\$0
2002	Measure C/J	\$185,977	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 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 Seacliff Drive and adjacent to Brickyard Cove Road from Mallard Drive to Dornan 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: 01D14 Project Location: Kaiser Shipyard No. 3 to Ferry Point Estimated Operation and Maintenance Cost \$ 0 Design: \$ 0 Construction: 150,000 Inspection: \$ 0 Contingency: \$ 0 Total: \$ 150,000 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	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
1054	Engineering Grants	\$150,000	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 Capital Improvement Program

Project Description Report

Project Name:	SF Bay Trail Gap Closure: (Castro St. to Richmond/San Rafael Bridge)	
Project Manager:	Edric Kwan	
Department Responsible:	Engineering	
Project Description:	<p>The purpose of this project is to conduct a Project Study Report (PSR) to determine a feasible trail alternative that would provide a safer bicycle/pedestrian access on the San Francisco Bay Trail from Point Richmond to Point Molate (Castro Street to Richmond/San Rafael Bridge toll plaza) without the usage of the I-580 shoulder.</p> <p>After the PSR is approved by Caltrans, the project will complete the design of the finalized route to close the dangerous 0.6 mile gap.</p> <p>Project ID: 01G14 Project Location: Castro St. to Richmond/San Rafael Bridge Estimated Operation and Maintenance Cost: \$0 CalTrans Oversight: \$250,000 Total: \$250,000 Estimated Start Date: 07/01/2011 Estimated Completion Date: 06/30/2013</p>	
Justification:	This project is needed to close a Bay Trail gap.	
Total Estimated Cost:	\$250,000	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
1054	Engineering Grants	\$200,000	\$0	\$0	\$0	\$0

Project Description Report

Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
2001	General Capital Fund	\$50,000	\$0	\$0	\$0	\$0

Project Description Report

Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
Project Name:		Street Light Rehabilitation Program (Annual)				
Project Manager:		Joel Camacho				
Department Responsible:		Engineering				
Project Description:		<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"> • Replace four (4) areas of series lighting • Install energy efficient pedestrian-level streetlights in high-crime areas • Replace all City-owned streetlights with LED lights to increase lighting levels and reduce energy usage • Replace all City-owned deteriorating streetlight poles • Wire theft prevention projects <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"> • Complete FY11/12 May Valley Series Streetlight Conversion project • Complete FY11/12 LED replacement on San Pablo, Cutting, 23rd, and Richmond Pkwy. • City owned Streetlight LED replacement through turnkey financing with creation of assessment districts for neighborhoods that would like enhanced streetlight improvements (pedestrian level lighting, additional streetlights, etc.) beyond the LED replacement project. <p>Project ID: 01A06 Project Location: Various locations Estimated Operation and Maintenance Cost: \$ 0 Construction: \$2,571,100 Construction Management (Staff): \$ 82,000 Inspection (Staff): \$ 82,000 Contingency: \$ 165,000 Total: \$2,901,100 Estimated Start Date: 07/01/2011 Estimated Completion Date: 06/30/2017</p>				

Project Description Report

Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
Justification:		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.				
Total Estimated Cost:		\$2,901,100				

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
2001	General Capital Fund	\$334,634	\$500,000	\$500,000	\$500,000	\$500,000
2002	Measure C/J	\$357,498	\$0	\$0	\$0	\$0
1002	State Gas Tax	\$208,968	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 Capital Improvement Program

Project Description Report

Project Name:	Pavement Rehabilitation Project (Annual)	
Project Manager:	Tawfic Halaby	
Department Responsible:	Engineering	
Project Description:	<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 Estimated Operation and Maintenance Cost: \$ 0 Planning and Design (Staff): \$ 507,616 Construction: \$ 7,832,633 Construction Management and Inspection \$ 543,031 Contingency: \$ 720,106 Total: \$9,603,387 Estimated Start Date: 07/01/2011 Estimated Completion Date 06/30/2017</p>	
Justification:	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.	
Total Estimated Cost:	\$9,603,387	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17

Project Description Report

Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
2001	General Capital Fund	\$543,346	\$1,141,604	\$385,097	\$130,679	\$25,535
2002	Measure C/J	\$28,537	\$504,002	\$1,193,972	\$1,380,389	\$1,416,037
1002	State Gas Tax	\$1,031,504	\$354,394	\$420,931	\$488,932	\$558,428

Richmond
2012/13-2016/17 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"> • Repair damaged curb and gutter causing ponding; • Reduce isolated flooding areas; and • Stop ground water seepage. <p>Surface drainage issues will be identified and prioritized. Appropriate improvements will be completed based on the annual allotted construction budget.</p> <p>Project ID: 01C09 Project Location: Various locations Estimated Operation and Maintenance Cost: \$ 0 Design: \$ 62,667 Construction: \$ 852,668 Inspection: \$ 23,500 Contingency: \$ 47,000 Total: \$ 985,835 Estimated Start Date: 07/01/2011 Estimated Completion Date: 06/30/2017</p>	
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:	\$985,835	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17

Project Description Report

Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
1002	State Gas Tax	\$185,835	\$200,000	\$200,000	\$200,000	\$200,000

Richmond
2012/13-2016/17 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 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 its 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 \$50K will be used to make more traffic calming improvements.</p> <p>Project ID: Project Location: Various Locations Estimated Operation and Maintenance Cost: \$ 0 Design: \$ 234,000 Construction: \$ 317,640 Inspection: \$ 36,000 Contingency: \$ 72,000 Total: \$ 659,640 Estimated Start Date: 07/01/2011 Estimated Completion Date: 06/30/2014</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:	\$659,640	

Project Description Report

Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
2002	Measure C/J	\$50,000	\$325,000	\$0	\$0	\$0
1002	State Gas Tax	\$284,640	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 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 Project Location: Via Verdi at El Portal Estimated Operation and Maintenance Cost: \$ 0 Design: \$ 0 Construction: \$2,427,860 Inspection: \$ 0 Contingency: \$ 0 Total: \$2,427,860 Estimated Start Date: 04/15/2010 Estimated Completion Date: 10/31/2012</p>	
Justification:	<p>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.</p>	

Project Description Report

Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
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Total Estimated Cost:	\$2,427,860
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Source Of Funding						
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Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
1054	Engineering Grants	\$2,136,826	\$0	\$0	\$0	\$0
2001	General Capital Fund	\$291,034	\$0	\$0	\$0	\$0

Engineering Services Department-22

Wastewater Treatment



Digester Station



Co-generation Project



Plant Improvements

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 Plan (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

Engineering Services Department-22

Wastewater Treatment

Program Highlights

23rd St. Sewer Line Replacement for Inspection

Project Cost: \$2,000,000
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.

Capacity Improvements

Project Cost: \$8,000,000
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.

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.

Engineering Services Department-22

Wastewater Treatment

Success Indicators

CIP Project(s)	Performance Benchmarks	2012-13 1-yr Goal	2012-13 1 st Qtr. Target	2012-13 2 nd Qtr. Target	2012-13 3 rd Qtr. Target	2012-13 4 th Qtr. Target
1.22.a: 23rd St. Sanitary Sewer Line Replacement	Design	100%	80%	100%	*	*
1.22.d: Capacity Improvements	Design Contract	100%	35%	70%	85%	100%
1.22.e: Cypress Point Sewer Line Replacement	Design	100%	80%	100%	*	*
1.22.f: Manhole Rehabilitation	Construction	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

Engineering Department-22 Wastewater Treatment Plant CIP Overview

TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2011-12 Adopted	FY2011-12 Actual 3/31/2012	FY2012-13 Adopted	FY2013-14 Proposed	FY2014-15 Proposed	FY2015-16 Proposed	FY2016-17 Proposed	5 Year Total
SOURCES BY FUND								
Wastewater Bond-4003	11,250,000	4,614,365	14,500,000					14,500,000
			-					-
Sources Total	11,250,000	4,614,365	14,500,000	-	-	-	-	14,500,000
USES BY PROJECT								
CAPACITY IMPROVEMENTS PROJECTS			11,500,000					11,500,000
Cypress Point Sewer Line Replacement			700,000					700,000
Digester Control Building No. 2	2,000,000	78865	-					-
Keller Beach Sanitary Sewer Line Replacement	1,589,250							-
Manhole Replacement	300,000	39,395	300,000					300,000
Sewer Line Repairs for Inspection Accessibility	1,250,000	2,827,311	2,000,000					2,000,000
Wet Weather Infiltration/Inflow Elimination	1,233,000	1,607,279						-
Wet Weather Peak Flow Storage	4,877,750	61,515						-
								-
								-
								-
								-
USES-BY PROJECT TOTAL	11,250,000	4,614,365	14,500,000	-	-	-	-	14,500,000
USES BY ORG CODE								
Engineering Wastewater CIP-40322931	11,250,000	4,614,365	14,500,000	0	0	0	0	14,500,000
Unfunded				-	-	-	-	0
TOTAL CIP BUDGET	11,250,000	4,614,365	14,500,000	-	-	-	-	14,500,000

FY2012-13 CIP Budget

Richmond
2012/13-2016/17 Capital Improvement Program

Project Description Report

Project Name:	Capacity Improvement Projects`
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. Projects are determined based on the requirements of the Baykeeper settlement agreement.</p> <p>Estimated Operation and Maintenance: \$0 Design: \$ 800,000 Construction: \$7,200,000 Estimated Start Date: July 1, 2012 Estimated Completion Date: June 30, 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:	\$8,000,000

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
4003	Wastewater Bond	\$8,000,000	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 Capital Improvement Program

Project Description Report

Project Name:	Cypress Point Sewer Line Replacement
Project Manager:	Chad Davisson
Department Responsible:	Engineering - Wastewater Collections
Project Description:	<p>This project will address potential environmental issues and SSOs with the Cypress Point Sanitary Sewer Line as specified in the Baykeeper settlement agreement.</p> <p>Estimated Operation and Maintenance Cost: \$0 Design: \$175,000 Construction: \$525,000 Estimated Start Date: July 1, 2012 Estimated Completion Date: June 30, 2014</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. The Cypress Point line connects to the Keller Beach line which poses significant risk of flowing into the bay and also needs to be replaced.
Total Estimated Cost:	\$700,000

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
4003	Wastewater Bond	\$700,000	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 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. Estimated Operation and Maintenance Cost: \$ 0 Design: \$ 0 Construction: \$ 300,000 Inspection: \$ 0 Contingency: \$ 0 Total: \$ 300,000 Estimated Start Date: 07/01/2010 Estimated Completion Date: 06/30/2013</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:	\$300,000	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
4003	Wastewater Bond	\$300,000	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 Capital Improvement Program

Project Description Report

Project Name:	McLaughlin Avenue Sewer Line Upsize
Project Manager:	Chad Davisson
Department Responsible:	Engineering - Wastewater Collections
Project Description:	<p>This project will upsize the sanitary sewer line on McLaughlin Ave. and the tributary lines into the San Pablo Avenue basin, to provide adequate wet weather capacity, and avoid frequent SSO's in this area during wet weather.</p> <p>Estimated Operation and Maintenance Cost: \$0 Design: \$350,000 Construction: \$3,150,000 Estimated Start Date: July 1, 2012 Estimated Completion Date: June 30, 2013</p>
Justification:	To increase capacity in this sewer line which will prevent frequent SSO's that occur during wet weather. The City's current National Pollutant Discharge Elimination System (NPDES) permit prohibits Sanitary Sewer Overflows.
Total Estimated Cost:	\$3,500,000

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
4003	Wastewater Bond	\$3,500,000	\$0	\$0	\$0	\$0

Engineering Services Department-22

Stormwater Treatment



Vactor Truck

Mission: *To provide for the efficient and effective cleaning and repair of the stormwater collection system, control pollutant loading to the receiving water bodies, mitigate flooding hazards and implement the federally mandated Stormwater Pollution Prevention Program in the Richmond area of Contra Costa County.*

Overview

In accordance with the City's General Plan, the goals of the Storm Sewer System Capital Program are to reduce the risk of drainage-related surface damage and protect the quality of stormwater runoff. This complies with the municipal storm sewer discharge permit issued to the City by the Regional Water Quality Control Board under the regulations mandated by the Environmental Protection Agency. The City of Richmond is responsible for constructing, as budgets and City Council priorities permit, facilities for conveying surface runoff in the City's Urban Service Area to adjacent stream channels, creeks and the San Francisco Bay



Storm Drain Construction

The operations and maintenance of the storm drain collection system is provided via a 20-year contract with Veolia Water North America under the direction of the City Engineer.

This year CIP focus is on acquiring a complete stormdrain geometric network. The project will include an updated GIS stormdrain model, development plan, pilot project to test the development plan, GPS or land survey to complete the asset data, quality assurance quality control checks plots, and a complete and accurate GIS stormdrain geometric network.



Storm Drain Improvements

The Storm Sewer Operating Fund provides funding for storm system maintenance, the Storm Drain Management System, and the federally mandated Non-Point Source Pollution Control Program through Storm Sewer Service charge fees. These charges are assessed annually on properties and collected with real property taxes.

New and replacement storm drain pipelines must be designed to accommodate a ten-year storm.

Storm sewer systems in newly developed areas are primarily constructed by developers as a condition of development. Drainage impact fees, assessed on developments provide funding for projects in developed areas to enhance existing capacity and improve operations and maintenance.

Engineering Services Department-22

Stormwater Treatment

Program Highlights

Valley View Avenue Permanent Repair

Project Cost: \$150,000
Funding Sources: General Capital Fund

This project will provide a permanent repair of the failed storm drain on Valley View Ave. at Morningside Drive.

Engineering Services Department-22

Stormwater Treatment

Success Indicators

CIP Project(s)	Performance Benchmarks	2012-13 1-yr Goal	2012-13 1 st Qtr. Target	2012-13 2 nd Qtr. Target	2012-13 3 rd Qtr. Target	2012-13 4 th Qtr. Target
1.22.a: Valley View Road Repairs						
	Design	100%	50%	100%	*	*
	Construction	100%	*	*	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

Engineering Department-22 Stormwater Enterprise CIP Overview

TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2011-12 Adopted	FY2011-12 Actual 3/31/2012	FY2012-13 Adopted	FY2013-14 Proposed	FY2014-15 Proposed	FY2015-16 Proposed	FY2016-17 Proposed	5 Year Total
SOURCES BY FUND								
General Capital Fund - 2001	300,000		150,000					150,000
Unfunded				-				-
Sources Total	300,000	-	150,000	-				150,000
USES BY PROJECT								
Valley View Road Emergency Repairs	300,000		150,000					150,000
								-
								-
								-
USES-BY PROJECT TOTAL	300,000	-	150,000	-	-	-	-	150,000
USES BY ORG CODE								
General Capital Fund - 2001	300,000		150,000					150,000
Unfunded			0	0				-
TOTAL CIP BUDGET	300,000	-	150,000	-	-	-	-	150,000

FY2012-13 CIP Budget

Richmond
2012/13-2016/17 Capital Improvement Program

Project Description Report

Project Name:	Valley View Road Repairs	
Project Manager:	Lynne Scarpa	
Department Responsible:	Engineering - Wastewater Collections	
Project Description:	<p>This project will provide a permanent repair of the failed storm drain on Valley View Ave. at Morningside Dr.</p> <p>Estimated Operation and Maintenance Cost: \$ 0 Design: \$ 25,000 Design Administration: \$ 6,000 Construction: \$ 96,500 Construction Administration: \$ 22,500 Total: \$ 150,000 Estimated Start Date: 07/01/2012 Estimated Completion Date: 06/30/2012</p>	
Justification:	This project is required for public safety.	
Total Estimated Cost:	\$150,000	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
2001	General Capital Fund	\$150,000	\$0	\$0	\$0	\$0

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Public Works Department

Operations and Maintenance



18th Street Paving



15th Street Paving

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 are mandated by the National Pollution Discharge Elimination System (NPDES) permit requirements.

Public Works Department

Operations and Maintenance

Plan Highlights

Public Works Street Paving

Project Cost: \$2,000,000
Funding Sources: State Gas Tax
General Capital Outlay
Measure J

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.

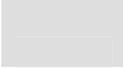
Public Works Department

Operations and Maintenance

Success Indicators

CIP Project(s)	Performance Benchmarks	2012-13 1-yr Goal	2012-13 1 st Qtr. Target	2012-13 2 nd Qtr. Target	2012-13 3 rd Qtr. Target	2012-13 4 th Qtr. Target
1.23.a: Public Works Street Paving (200 Blocks)						
	Construction	100%	30%	55%	70%	100%
1.23.b: Back-Up Generator Main Library						
	Construction	100%	*	50%	100%	*
1.23.c: Civic Center Auditorium ADA						
	Construction	100%	25%	50%	75%	100%
1.23.d: Civic Center Building Security						
	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-23 CIP Overview

TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2011-12 Adopted	FY2011-12 Actual 3/31/2012	FY2012-13 Adopted	FY2013-14 Proposed	FY2014-15 Proposed	FY2015-16 Proposed	FY2016-17 Proposed	5 Year Total
SOURCES BY FUND								
State Gas Tax-1002			1,750,000	307,457	372,961	439,906		2,870,324
Capital Outlay Fund-2001	1,850,000		525,401	911,987	645,561	351,574		2,434,523
Measure C-2002	150,000		250,000	780,556	981,478	1,208,520		3,220,554
								-
Sources Total	2,000,000	-	2,525,401	2,000,000	2,000,000	2,000,000	-	8,525,401
USES BY PROJECT								
								-
Public Works Paving	2,000,000	1,669,881	2,000,000	2,000,000	2,000,000	2,000,000		8,000,000
Back-Up Generator Main Library	-		50,000					50,000
Civic Center 440 Building Security	15,000		15,000					15,000
Civic Center Auditorium ADA	460,401		460,401					460,401
HVAC Repairs E & T Building	50,000							-
Senior Center Restroom ADA	9,541	9,541	-					-
								-
USES-BY PROJECT TOTAL	2,534,942	1,679,422	2,525,401	2,000,000	2,000,000	2,000,000	-	8,525,401
USES BY ORG CODE								
State Gas Tax - 10236031		-	1,750,000	307,457	372,961	439,906	-	2,870,324
Capital Outlay - PW 20136031	1,850,000	-	525,401	911,987	645,561	351,574		2,434,523
Measure C - PW 20222023	150,000	-	250,000	780,556	981,478	1,208,520		3,220,554
								-
TOTAL CIP BUDGET	2,000,000		2,525,401	2,000,000	2,000,000	2,000,000	-	8,525,401

FY2012-13 CIP Budget

Richmond
2012/13-2016/17 Capital Improvement Program

Project Description Report

Project Name:	Public Works Street Paving	
Project Manager:	Yader Bermudez	
Department Responsible:	Public Works	
Project Description:	<p>Miscellaneous street paving by the Public Works staff to assist Engineering's street paving program.</p> <p>Project ID: 01A05 Project Location: Various Estimated Operation and Maintenance Cost: \$ 0 Design: \$ 0 Construction: \$10,000,000 Public Art 1.5%: \$ 17,720 Contingency: \$ 0 Total: \$10,000,000 Estimated Start Date: 7/01/2012 Estimated Completion Date: 6/30/2017</p>	
Justification:	Routine street repairs to extend service life.	
Total Estimated Cost:	\$8,000,000	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
2001	General Capital Fund	\$1,181,334	\$911,987	\$645,561	\$351,574	\$0
2002	Measure C/J	\$408,898	\$780,556	\$981,478	\$1,208,520	\$0

Project Description Report

Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
1002	State Gas Tax	\$409,768	\$307,457	\$372,961	\$439,906	\$0

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 and 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: \$237,080
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: \$165,000
Funding Sources: Park Impact Fee – Parks and 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.

Public Works Department

Parks and Landscaping

Success Indicators

CIP Project(s)	Performance Benchmarks	2012-13 1-yr Goal	2012-13 1 st Qtr. Target	2012-13 2 nd Qtr. Target	2012-13 3 rd Qtr. Target	2012-13 4 th Qtr. Target
1.23.a: Bay Trail Gap Closure						
	Design	100%	50%	100%	*	*
	Construction	50%	*	*	25%	50%
1.23.b: Booker T. Anderson (BTA) Bridge Replacement						
	Design	100%	25%	75%	100%	*
	Construction	100%	*	*	*	100%
1.23.c: Burg Park						
	Design	100%	100%	*	33%	66%
	Construction	100%	25%	*	*	20%
1.23.d: Joint Powers Agreement (JPA)						
	Other: Match Obligation	100%	*	*	*	100%
1.23.e: Marina Bay Park Restroom						
	Design	100%	50%	50%	*	*
	Construction	75%	*	*	25%	50%
1.23.f: Park Hardscape Rehabilitation						
	Other	100%	25%	50%	75%	100%
1.23.g: Park Irrigation Rehabilitation						
	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	2012-13 1-yr Goal	2012-13 1 st Qtr. Target	2012-13 2 nd Qtr. Target	2012-13 3 rd Qtr. Target	2012-13 4 th Qtr. Target
1.23.h: Play Area Safety Equipment						
	Design	50%	*	*	25%	50%
1.23.i: Shields-Reid Park Renovations						
	Study	100%	*	*	100%	*
	Design	100%	*	*	34%	100%
	Construction	20%	*	*	*	20%
1.23.j: Wendell Park Renovations						
	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

	FY2011-12 Adopted	FY2011-12 Actual 3/31/2012	FY2012-13 Adopted	FY2013-14 Proposed	FY2014-15 Proposed	FY2015-16 Proposed	FY2016-17 Proposed	5 Year Total
SOURCES BY FUND								
Impact Fees Parks-2110	1,669,503	312,033	843,937					843,937
Park Grants-1006	1,408,000	17,975	1,251,111					1,251,111
General Capital Outlay-2001	270,000	1,564	200,000					200,000
Sources Total	3,347,503	331,572	2,295,048					2,295,048
USES BY PROJECT								
Bay Trail	268,000	17,975	237,080					237,080
Booker T. Anderson (BTA) Bridge	135,000	22,250	165,000					165,000
Burg Park Renovations	407,384		407,384					407,384
Greenway Phases I, II & III	25,000							-
JPA Sports Field Partnership	15,000		15,000					15,000
Marina Bay Park Restroom	300,000		300,000					300,000
MLK Park Additions	342,979	3,740						-
North Richmond Ballfield	136,000		65,000					65,000
Park Americans with Disabilities Act (ADA)	177,103	107,094	-					-
Park Hardscapes Rehabilitation	228,427	73,427	36,098					36,098
Park Irrigation Rehabilitation	60,000		60,000					60,000
Park Lighting	3,443	1,710						-
Play Area Safety Equipment	99,666	3,812	95,854					95,854
Shields-Reid Park Renovations	999,900	101,564	764,031					764,031
Wendell Park Renovation	149,601	-	149,601					149,601
								-
USES BY PROJECT TOTAL	3,347,503	331,572	2,295,048					2,295,048
USES BY ORG CODE								
Park Impact Fees - 21033131	1,669,503	312,033	843,937					843,937
Park Grants - 10633031	1,408,000	17,975	1,251,111					1,251,111
General Capital Outlay-20136031	270,000	1,564	200,000					200,000
TOTAL CIP BUDGET	3,347,503	331,572	2,295,048					2,295,048

FY2012-13 CIP Budget

Richmond

2012/13-2016/17 Capital Improvement Program

Project Description Report

Project Name:	Bay Trail	
Project Manager:	Chris Chamberlain	
Department Responsible:	Public Works - Parks and Landscaping	
Project Description:	<p>Design and construct Class I bicycle trail at bay shore from Kaiser Shipyard #3 to Seacliff Drive and adjacent to Brickyard Cove Road from Mallard Drive to Dornan 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 Seacliff Drive Estimated Operation and Maintenance Cost: \$ 0 Design: \$ 0 Construction: \$ 237,080 Inspection: \$ 0 Contingency: \$ 0 Total: \$ 237,080 Estimated Start Date: 07/01/2011 Estimated Completion Date: 06/30/2013</p>	
Justification:	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.	
Total Estimated Cost:	\$237,080	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
WW	Measure WW Grant	\$237,080	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 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: \$ 8,250 Design: \$ 0 Construction: \$ 156,750 Inspection: \$ 0 Contingency: \$ 0 Total: \$ 165,000 Estimated Start Date: 07/01/2011 Estimated Completion Date: 06/30/2013		
Justification:	Bridge is old and in need of replacement for the safety of the park users.		
Total Estimated Cost:	\$165,000		

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
2110	Park Dedication Impact Fee	\$165,000	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 Capital Improvement Program

Project Description Report

Project Name:	Burg Park Renovations	
Project Manager:	Chris Chamberlain	
Department Responsible:	Public Works - Parks and Landscaping	
Project Description:	Request RFP design services to include public outreach for a total renovation of Burg Neighborhood Park. Bid out the construction of the renovations. Project ID: 03H02 Project Location: 30th Street and Clinton Avenue Estimated Operation and Maintenance Cost: \$ 0 Design: \$ 0 Construction: \$ 407,384 Inspection: \$ 0 Contingency: \$ 0 Total: \$ 407,384 Estimated Start Date: 07/01/2011 Estimated Completion Date: 06/30/2013	
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:	\$407,384	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
WW	Measure WW Grant	\$350,000	\$0	\$0	\$0	\$0
2110	Park Dedication Impact Fee	\$57,384	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 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 Project Location: Various locations Estimated Operation and Maintenance Cost: \$ 0 Design: \$ 0 Construction: \$ 15,000 Inspection: \$ 0 Contingency: \$ 0 Total: \$ 15,000 Estimated Start Date: 07/01/2007 Estimated Completion Date: 06/30/2013</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	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
2110	Park Dedication Impact Fee	\$15,000	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 Capital Improvement Program

Project Description Report

Project Name:	Marina Bay Park Restroom	
Project Manager:	Chris Chamberlain	
Department Responsible:	Public Works - Parks and Landscaping	
Project Description:	Prepare site including the establishment of utility connections and install a restroom facility to service the visitors to the Marina Bay Park. Estimated Start Date: 07/01/2012 Estimated Completion Date: 06/30/2013	
Justification:		
Total Estimated Cost:	\$300,000	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
WW	Measure WW Grant	\$300,000	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 Capital Improvement Program

Project Description Report

Project Name:	North Richmond Ball Field Irrigation and Sod Repairs	
Project Manager:	Chris Chamberlain	
Department Responsible:	Public Works - Parks and Landscaping	
Project Description:	Repair or replace the irrigation system and sod/turf at the North Richmond Ball Field. Project ID: 03M02 Project Location: 3rd Street and DaVilla Avenue Estimated Operation and Maintenance Cost: \$ 25,659 Design: \$ Construction: \$ 75,900 Inspection: \$ 0 Contingency: \$ 0 Total: \$ 75,900 Estimated Start Date: 07/01/2011 Estimated Completion Date: 06/30/2013	
Justification:	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.	
Total Estimated Cost:	\$75,900	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
2110	Park Dedication Impact Fee	\$75,900	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 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. American Disabilities Act (ADA) access will be provided where appropriate.</p> <p>Project ID: 03J02 Project Location: Various locations Estimated Operation and Maintenance Cost: \$ 0 Design: \$ 0 Construction: \$ 36,098 Inspection: \$ 0 Contingency: \$ 0 Total: \$ 36,098 Estimated Start Date: 07/01/2011 Estimated Completion Date: 06/30/2013</p>	
Justification:	Hardscapes are worn, vandalized and no longer meet code requirements. Code compliance and safe public use require on-going rehabilitation or replacement.	
Total Estimated Cost:	\$36,098	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
2110	Park Dedication Impact Fee	\$36,098	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 Capital Improvement Program

Project Description Report

Project Name:	Park Irrigation Rehabilitation	
Project Manager:	Chris Chamberlain	
Department Responsible:	Public Works - Parks and Landscaping	
Project Description:	<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: \$ 0 Design: \$ 0 Construction: \$ 60,000 Inspection: \$ 0 Contingency: \$ 0 Total: \$ 60,000 Estimated Start Date: 07/01/2011 Estimated Completion Date: 04/30/2013</p>	
Justification:	<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 dies resulting in higher cost to the City for replacement. In other areas, the risk of watering costs 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>	
Total Estimated Cost:	\$60,000	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17

Project Description Report

Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
2110	Park Dedication Impact Fee	\$60,000	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 Capital Improvement Program
Project Description Report

Project Name:	Play Area Safety Equipment Replacement	
Project Manager:	Chris Chamberlain	
Department Responsible:	Public Works - Parks and Landscaping	
Project Description:	<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: \$ 0 Design: \$ 0 Construction: \$ 95,854 Inspection: \$ 0 Contingency: \$ 0 Total: \$ 95,854 Estimated Start Date: 07/01/2011 Estimated Completion Date: 04/30/2013</p>	
Justification:	Public safety and stated need by several neighborhood councils; also prioritized by the Recreation and Parks Commission.	
Total Estimated Cost:	\$95,854	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
2110	Park Dedication Impact Fee	\$95,854	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 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: 03I02 Project Location: 1410 Kelsey Street Estimated Operation and Maintenance Cost: \$ 0 Design: \$ 0 Construction: \$ 764,031 Inspection: \$ 0 Contingency: \$ 0 Total: \$ 764,031 Estimated Start Date: 07/01/2011 Estimated Completion Date: 06/01/2013</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:	\$764,031	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
2001	General Capital Fund	\$200,000	\$0	\$0	\$0	\$0
WW	Measure WW Grant	\$364,031	\$0	\$0	\$0	\$0

Project Description Report

Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
2110	Park Dedication Impact Fee	\$200,000	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 Capital Improvement Program

Project Description Report

Project Name:	Unity Park	
Project Manager:	Chris Chamberlain	
Department Responsible:	Public Works - Parks and Landscaping	
Project Description:	Information to follow. Estimated Start Date: 07/01/2012 Estimated Completion Date: 06/30/2013	
Justification:		
Total Estimated Cost:	\$5,000,000	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
WW	Measure WW Grant	\$5,000,000	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 Capital Improvement Program
Project Description Report

Project Name:	Wendell Park Renovation	
Project Manager:	Chris Chamberlain	
Department Responsible:	Public Works - Parks and Landscaping	
Project Description:	<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: \$ 100,238 Design: \$ 0 Construction: \$ 149,601 Inspection: \$ 0 Contingency: \$ 0 Total: \$ 149,601 Estimated Start Date: 01/01/2009 Estimated Completion Date: 12/31/2012</p>	
Justification:	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.	
Total Estimated Cost:	\$149,601	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
2110	Park Dedication Impact Fee	\$149,601	\$0	\$0	\$0	\$0

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Office of the City Manager-13



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.

Office of the City Manager-13

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.
- 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.

Office of the City Manager-13

CIP Project(s)	Performance Benchmarks	2012-13 1-yr Goal	2012-13 1 st Qtr. Target	2012-13 2 nd Qtr. Target	2012-13 3 rd Qtr. Target	2012-13 4 th Qtr. Target
1.13.a: City Facilities Energy Upgrade	Design	100%	25%	50%	75%	100%
	Bid Process	100%	25%	50%	75%	100%
	Construction	100%	25%	50%	75%	100%
1.13.b: Elm Park	Bid Process	100%	100%	*	*	*
	Construction	100%	*	50%	100%	*
1.13.c: Street Lights	Construction FY11/12	100%	50%	100%	*	*
	RFP (LED Replacement)	100%	*	50%	100%	*
	Assessment Districts for Replacement (LED Replace)	100%	*	*	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

City Manager Department-13 CIP Overview

TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2011-12 Adopted	FY2011-12 Actual 3/31/2012	FY2012-13 Adopted	FY2013-14 Proposed	FY2014-15 Proposed	FY2015-16 Proposed	FY2016-17 Proposed	Total
SOURCES BY FUND								
Grant - Prop. 84	1,944,700	140,796	1,654,165					1,654,165
General Capital (QECB)	891,475	35,615	877,703					877,703
General Capital	293,750	200,241						-
Grant			313,036					313,036
Loan			621,558					621,558
Sources Total	3,129,925	376,652	3,466,462	-	-	-	-	3,466,462
USES BY PROJECT								
City Facilities Energy Upgrades	371,475	35,615	357,703					357,703
Elm Park	1,944,700	140,796	1,654,165					1,654,165
Street Lights	520,000		520,000					520,000
BAAQMD Shuttle Service	293,750	200,241	-					-
CEC Loan (Streetlights) (prof and construction)			621,558					621,558
BAAQMD Shuttle Service II (salary & prof svcs)			313,036					313,036
USES-BY PROJECT TOTAL	3,129,925	376,652	3,466,462	-	-	-	-	3,466,462
USES BY ORG CODE								
Grant - Prop 84	1,944,700	140,796	1,654,165					1,654,165
General Capital (QECB)	891,475	35,615	877,703					877,703
General Capital	293,750	200,241	-					-
Grant		-	313,036					313,036
Loan		-	621,558					621,558
TOTAL CIP BUDGET	3,129,925	376,652	3,466,462	-	-	-	-	3,466,462

FY2012-13 CIP Budget

Richmond
2012/13-2016/17 Capital Improvement Program

Project Description Report

Project Name:	City Facilities Energy Upgrade	
Project Manager:	Adam Lenz	
Department Responsible:	City Manager	
Project Description:	<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 Estimated Operation and Maintenance Cost: \$ 0 Design: \$ 0 Construction: \$ 294,600 Inspection: \$ 0 Contingency: \$ 0 Total: \$ 294,600 Estimated Start Date: 07/01/2011 Estimated Completion Date: 06/30/2013</p>	
Justification:	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.	
Total Estimated Cost:	\$294,600	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17

Project Description Report

Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
2001	General Capital Fund	\$294,600	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 Capital Improvement Program

Project Description Report

Project Name:	Elm Park Renovation	 <p>ELM PARK CONCEPT PLAN</p>
Project Manager:	Shasa Curl	
Department Responsible:	City Manager	
Project Description:	<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 ID: 03N02 Project Location: 8th Street and Elm Avenue Estimated Operation and Maintenance Cost: \$ 0 Design: \$ 0 Construction: \$1,654,165 Inspection: \$ 0 Contingency: \$ 0 Total: \$1,654,165 Estimated Start Date: 07/01/2011 Estimated Completion Date: 12/31/2013</p>	
Justification:		
Total Estimated Cost:	\$1,654,165	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
2001	General Capital Fund	\$1,654,165	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 Capital Improvement Program

Project Description Report

Project Name:	Street Light Rehabilitation	
Project Manager:	Adan Lenz	
Department Responsible:	City Manager	
Project Description:	<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"> • Replace four (4) areas of series lighting; • Install energy efficient pedestrian-level streetlights in high crime areas; • Replace all City-owned streetlights with LED lights to increase lighting levels and reduce energy usage; • Replace all City-owned deteriorating streetlight poles; and • Wire theft prevention projects. <p>Project ID: 03C05 Project Location: Various locations Estimated Operation and Maintenance Cost: \$ 0 Design: 0 Construction: \$ 1,141,558 Inspection: \$ 0 Contingency: \$ 0 Total: \$1,141,558 Estimated Start Date: 07/01/2011 Estimated Completion Date: 06/30/2013</p>	
Justification:	<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>	
Total Estimated Cost:	\$1,141,558	

Project Description Report

Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
2001	General Capital Fund	\$1,141,558	\$0	\$0	\$0	\$0

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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

Closed Circuit Television (CCTV) Cameras

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

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.

Safety Equipment

Project Cost: \$302,314
Funding Source: Police JAG Grant I
Police JAG Grant II
Police JAG Recovery

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
Funding Source: General Capital Outlay

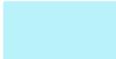
Southern District police substation; work at the substation will require a minimum of three offices, report writing room, and storage for equipment and bicycles.

Police Department-19

Success Indicators

CIP Project(s)	Performance Benchmarks	2012-13 1-yr Goal	2012-13 1 st Qtr. Target	2012-13 2 nd Qtr. Target	2012-13 3 rd Qtr. Target	2012-13 4 th Qtr. Target
2.19.a: Closed Circuit Television (CCTV) Cameras						
	Additional locations installation	100%	25%	50%	75%	100%
	Provide monitoring 24 hours per day	100%	25%	50%	75%	100%
2.19.b: Safety Equipment						
	Purchase	100%	25%	50%	75%	100%
2.19.c: Southside Substation						
	Design	100%	25%	50%	75%	100%
	Construction	100%	25%	50%	75%	100%
2.19.d: SWAT Equipment and Radio Gear						
	Purchase	100%	50%	100%	*	*
2.19.e: Traffic Laser Radar Equipment						
	Purchase	100%	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

Police Department-19

CIP Overview

TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2011-12 Adopted	FY2011-12 Actual 3/31/2012	FY2012-13 Adopted	FY2013-14 Proposed	FY2014-15 Proposed	FY2015-16 Proposed	FY2016-17 Proposed	5 Year Total
SOURCES BY FUND								
Capital Outlay Fund-2001	530,000	-	530,000					530,000
State Asset Seizure Fund-1004	119,329	12,267	34,498					34,498
Impact Fees Police-2114	120,000	24,613	20,000					20,000
Grants Fund-1006	472,573	103,614	298,331					298,331
Sources Total	1,241,902	140,494	882,829					882,829
USES BY PROJECT								
Automatic Vehicle Locator System	50,000							-
Closed Circuit Television Camera	30,000		30,000					30,000
License Plate Reader (LRD)	50,000	24,613						-
Professional Services	66,329	2,565	23,700					23,700
Safety Equipment JAG 2009	139,494	64,830	34,832					34,832
Safety Equipment JAG 2010	30,677	14,228	10,196					10,196
Safety Equipment JAG - Police Equipment	302,402	24,556	253,302					253,302
Southside Substation	500,000		500,000					500,000
SWAT Equipment & Radio Gear	18,000	9,702	8,298					8,298
Traffic Laser Radar Equipment	20,000		20,000					20,000
Vehicle to Tow Police Boats	35,000		2,500					2,500
								-
USES BY PROJECT TOTAL	1,241,902	140,494	882,829					882,829
USES BY ORG CODE								
Capital Outlay Police-20191021	530,000	-	530,000					530,000
Asset Seizure-10491521	119,329	12,267	34,498					34,498
Impact Fees Police-21491021	120,000	24,613	20,000					20,000
Outside Funded Grants-1061021	472,573	103,614	298,331					298,331
								-
TOTAL CIP BUDGET	1,241,902	140,494	882,829					882,829

FY2012-13 CIP Budget

Richmond
2012/13-2016/17 Capital Improvement Program

Project Description Report

Project Name:	Closed Circuit Television (CCTV) Cameras																															
Project Manager:	Chuck Whitney																															
Department Responsible:	Police																															
Project Description:	<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>FY2012-13 has a transfer-in of \$15,000 from the North Richmond Mitigation Fund to the General Capital Fund for the CCTV project.</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 30%;">Project ID:</td> <td style="width: 30%;">04A02</td> <td style="width: 40%;"></td> </tr> <tr> <td>Project Location:</td> <td>Various locations</td> <td></td> </tr> <tr> <td>Estimated Operation and Maintenance Cost:</td> <td>\$</td> <td style="text-align: right;">0</td> </tr> <tr> <td>Design:</td> <td>\$</td> <td style="text-align: right;">0</td> </tr> <tr> <td>Construction:</td> <td>\$</td> <td style="text-align: right;">0</td> </tr> <tr> <td>Inspection:</td> <td>\$</td> <td style="text-align: right;">0</td> </tr> <tr> <td>Contingency:</td> <td>\$</td> <td style="text-align: right;">0</td> </tr> <tr> <td>Total:</td> <td>\$</td> <td style="text-align: right;">30,000</td> </tr> <tr> <td>Estimated Start Date:</td> <td>07/01/2012</td> <td></td> </tr> <tr> <td>Estimated Completion Date:</td> <td>06/30/2013</td> <td></td> </tr> </table>		Project ID:	04A02		Project Location:	Various locations		Estimated Operation and Maintenance Cost:	\$	0	Design:	\$	0	Construction:	\$	0	Inspection:	\$	0	Contingency:	\$	0	Total:	\$	30,000	Estimated Start Date:	07/01/2012		Estimated Completion Date:	06/30/2013	
Project ID:	04A02																															
Project Location:	Various locations																															
Estimated Operation and Maintenance Cost:	\$		0																													
Design:	\$	0																														
Construction:	\$	0																														
Inspection:	\$	0																														
Contingency:	\$	0																														
Total:	\$	30,000																														
Estimated Start Date:	07/01/2012																															
Estimated Completion Date:	06/30/2013																															
Justification:	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.”																															
Total Estimated Cost:	\$30,000																															

Project Description Report

Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
1004	Asset Seizure	\$15,000	\$0	\$0	\$0	\$0
2001	General Capital Fund	\$15,000	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 Capital Improvement Program

Project Description Report

Project Name:	Computer Equipment - Police	
Project Manager:	Eugene McBride	
Department Responsible:	Police	
Project Description:	CCTV Repairs, upgrades and equipment. Estimated Start Date: 07/01/2012 Estimated Completion Date: 06/30/2013	
Justification:	Public safety.	
Total Estimated Cost:	\$295,343	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
1004	Asset Seizure	\$228,596	\$0	\$0	\$0	\$0
2114	Public Facility Impact Fee - Police	\$66,747	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 Capital Improvement Program

Project Description Report

Project Name:	Safety Equipment for Officers	 <p style="text-align: center; font-size: small;">www.shutterstock.com · 12978505</p>
Project Manager:	Eugene McBride	
Department Responsible:	Police	
Project Description:	Purchase of safety equipment for new Police Officers which includes: Handguns, Ballistic Vests, DNA Test Kits, and Traffic Safety Speed Readers. Project ID: 24E01 and 24H01 Project Location: N/A Estimated Operation and Maintenance Cost: \$ 0 Design: \$ 0 Construction: \$ 0 Inspection: \$ 0 Contingency: \$ 0 Total: \$ 302,314 Estimated Start Date: 07/01/2009 Estimated Completion Date: 10/31/2011	
Justification:	Safety.	
Total Estimated Cost:	\$302,314	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
GRANT	Police JAG Grant I - US Department of Justice	\$49,012	\$0	\$0	\$0	\$0
GRANT2	Police JAG Grant II - US Department of Justice	\$253,302	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 Capital Improvement Program

Project Description Report

Project Name:	Southside Substation Police	
Project Manager:	Yader Bermudez	
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: 04A01 Project Location: To be determined Estimated Operation and Maintenance Cost: To be determined Design: \$ 0 Construction: \$ 0 Inspection: \$ 0 Contingency: \$ 0 Total: \$ 500,000 Estimated Start Date: 07/01/2012 Estimated Completion Date: 06/30/2013</p>	
Justification:	The citizens Public Safety needs located in the southern district will be enhanced when neighborhood police personnel are available at a location that is more convenient.	
Total Estimated Cost:	\$500,000	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
2001	General Capital Fund	\$500,000	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 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. Project ID: N/A Project Location: N/A Estimated Operation and Maintenance Cost: \$ 0 Design: \$ 0 Construction: \$ 0 Inspection: \$ 0 Contingency: \$ 0 Total: \$ 8,298 Estimated Start Date: 07/01/2011 Estimated Completion Date: 06/30/2013	
Justification:	Safety for Police Officers.	
Total Estimated Cost:	\$8,298	



Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
1004	Asset Seizure	\$8,298	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 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: N/A Project Location: N/A Estimated Operation and Maintenance Cost: \$ 0 Design: \$ 0 Construction: \$ 0 Inspection: \$ 0 Contingency: \$ 0 Total: \$ 20,000 Estimated Start Date: 07/01/2012 Estimated Completion Date: 06/30/2013		
Justification:	Public safety.		
Total Estimated Cost:	\$20,000		

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
2114	Public Facility Impact Fee - Police	\$20,000	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 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: N/A Project Location: N/A Estimated Operation and Maintenance Cost: \$ 0 Design: \$ 0 Construction: \$ 0 Inspection: \$ 0 Contingency: \$ 0 Total: \$ 2,500 Estimated Start Date: 07/01/2011 Estimated Completion Date: 06/30/2013	
Justification:		
Total Estimated Cost:	\$2,500	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
1004	Asset Seizure	\$2,500	\$0	\$0	\$0	\$0

Fire Department-20



Above Ground Fuel Tanks



Apparatus Garages



Proposed Fire Station 66

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.

Fire Department-20

Plan Highlights

Fire Station 61 Roof Replacement

Project Cost: \$59,444
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: \$139,034
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: \$10,754
Funding Source: Recovery Zone Economic Development Bond

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

Fire Department-20

Success Indicators

CIP Project(s)	Performance Benchmarks	2012-13	2012-13	2012-13	2012-13	2012-13
		1-yr Goal	1 st Qtr. Target	2 nd Qtr. Target	3 rd Qtr. Target	4 th Qtr. Target
2.20.a: Fire Station 61 Roof Replacement						
	Construction	100%	*	50%	100%	*
2.20.b: Fire Station 67 Gender Specific Dormitories						
	Construction	100%	25%	50%	75%	100%
2.20.c: Fire Station 68 Gender Specific Restroom						
	Construction	75%	*	25%	50%	75%
2.20.d: Fire Boat						
	Purchase	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

Fire Department-20 CIP Overview

CIP BUDGET - HISTORICAL COMPARISON

	FY2011-12 Adopted	FY2011-12 Actual 3/31/2012	FY2012-13 Adopted	FY2013-14 Proposed	FY2014-15 Proposed	FY2015-16 Proposed	FY2016-17 Proposed	Total
SOURCES BY FUND								
Capital Outlay Fund-2001								
Impact Fees Fire-2113								
Recovery Zone Economic Development Bond (RZEBD)	945,059	397,573	209,232					209,232
SOURCES TOTAL	945,059	397,573	209,232	-	-	-	-	209,232
USES BY PROJECT								
Fire Station 61 Roof Replacement	189,724	7,086	59,444					59,444
Fire Station 67 Gender Specific Dormitories and Kitchen Rehabilitation	219,734		139,034					139,034
Fire Station 68 Gender Specific Restroom Facilities	535,601	390,487	10,754					10,754
USES BY PROJECT TOTAL	945,059	397,573	209,232	-	-	-	-	209,232
USES BY ORG CODE								
Capital Outlay Fire-20101022								
Impact Fees Fire-21301022								
Recovery Zone Economic Development Bond (RZEBD)	945,059	397,573	209,232					209,232
TOTAL CIP BUDGET	945,059	397,573	209,232	-	-	-	-	209,232

FY2012-13 CIP Budget

Richmond
2012/13-2016/17 Capital Improvement Program

Project Description Report

Project Name:	Fire Boat Purchase	
Project Manager:	Byron Berhel	
Department Responsible:	Fire	
Project Description:	<p>This grant is for an emergency response marine vessel capable of providing for security, as well as, an expedient and proficient response to a wide variety of emergencies on the San Francisco Bay including harbors, ports, and surrounding areas. Currently there are insufficient marine assets that are capable of meeting the potential needs of emergency responders through the San Francisco Bay region. This vessel will help to fill this critical gap and provide a much needed resource to the northern portion of the San Francisco Bay.</p> <p>Equipment: \$ 815,000 Additional expenses: \$543,900 Total: \$1,358,900 Estimated Start Date: 07/01/2012 Estimated Completion Date: 06/30/2013</p>	
Justification:	The vessel will meet NFPA 1925 standards for a Type IV fire boat. The vessel is a 37 foot catamaran with a water pumping capacity of over 1500 gallons per minute through at least three discharges. It also meets the speed and maneuverability requirements needed to safely and efficiently respond to, and navigate through, a majority of the bay waters requiring a draft of less than 2 feet.	
Total Estimated Cost:	\$1,358,900	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
1006	Fire Department Grant	\$1,358,900	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 Capital Improvement Program

Project Description Report

Project Name:	Fire Station 61 Roof Replacement	
Project Manager:	Yader Bermudez	
Department Responsible:	Fire	
Project Description:	<p>Replace old leaking roof at Fire Station 61 located at 140 W Richmond Avenue.</p> <p>Project ID: 05A03 Project Location: Fire Station 61 - 140 W Richmond Avenue Estimated Operation and Maintenance Cost: \$ 0 Design: \$ 0 Construction: \$ 59,444 Inspection: \$ 0 Contingency: \$ 0 Total: \$ 59,444 Estimated Start Date: 07/01/2011 Estimated Completion Date: 06/30/2013</p>	
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:	\$59,444	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
RZEBD	Recovery Zone Economic Development Bond	\$59,444	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 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:	<p>Construction of interior remodeling and building addition to accommodate gender specific dormitories and to renovate the 60 year old kitchen at Fire Station 67 located at 1131 Cutting Blvd.</p> <p>Project ID: 05B03 Project Location: Fire Station #67 1131 Cutting Blvd. Estimated Operation and Maintenance Cost: \$ 0 Design: \$ 0 Construction: \$ 139,034 Inspection: \$ 0 Contingency: \$ 0 Total: \$ 139,034 Estimated Start Date: 07/01/2011 Estimated Completion Date: 06/30/2013</p>	
Justification:	This project will provide gender specific dormitory accommodations and renovate the 60 year old kitchen within Fire Station 67.	
Total Estimated Cost:	\$139,034	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
RZEBD	Recovery Zone Economic Development Bond	\$139,034	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 Capital Improvement Program

Project Description Report

Project Name:	Fire Station 68 Gender Specific Restroom Facilities	
Project Manager:	Yader Bermudez	
Department Responsible:	Fire	
Project Description:	<p>To comply with gender specific restroom facilities mandates</p> <p>Project ID: 05C03</p> <p>Project Location: Fire Station 68 2904 Hilltop Drive</p> <p>Estimated Operation and Maintenance Cost: \$ 0</p> <p>Design: \$ 0</p> <p>Construction: \$ 10,754</p> <p>Inspection: \$ 0</p> <p>Contingency: \$ 0</p> <p>Total: \$ 10,754</p> <p>Estimated Start Date: 01/01/2011</p> <p>Estimated Completion Date: 06/30/2013</p>	
Justification:	Improve the appearance and operation of this City's Fire Department facility.	
Total Estimated Cost:	\$10,754	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
RZEBD	Recovery Zone Economic Development Bond	\$10,754	\$0	\$0	\$0	\$0

Library & Cultural Services Department-24

Community Services



Westside Branch Library

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.



Branch Library
Improvements

Library & Cultural Services Department-24

Community Services

Plan Highlights

Public Access 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.

Library & Cultural Services Department-24

Community Services

Success Indicators

		2012-13	2012-13	2012-13	2012-13	2012-13
CIP Project(s)	Performance Benchmarks	1-yr Goal	1 st Qtr. Target	2 nd Qtr. Target	3 rd Qtr. Target	4 th Qtr. Target
2.24.a: Public Access Computers						
	Equipment Purchase	100%	0%	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

TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2011-12 Adopted	FY2011-12 Actual 3/31/2012	FY2012-13 Adopted	FY2013-14 Proposed	FY2014-15 Proposed	FY2015-16 Proposed	FY2016-17 Proposed	5 Year Total
SOURCES BY FUND								
Library Impact Fee-2117	50,000		50,000					50,000
SOURCES TOTAL	50,000		50,000	-	-	-		50,000
USES BY PROJECT								
Library Public Access Computer Upgrade	50,000		50,000					50,000
USES BY PROJECT TOTAL	50,000		50,000	-	-	-		50,000
USES BY ORG CODE								
Library Impact Fee-21741055	50,000	-	50,000	-	-	-	-	50,000
Unfunded								
TOTAL CIP BUDGET	50,000	-	50,000	-	-	-	-	50,000

FY2012-13 CIP Budget

Richmond
2012/13-2016/17 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>Project ID: N/A Project Location: 135 Washington Avenue and 5100 Hartnett Avenue Estimated Operation and Maintenance Cost: \$ 0 Design: \$ 0 Construction: \$ 0 Inspection: \$ 0 Contingency: \$ 0 Total: \$ 50,000 Estimated Start Date: 08/01/2012 Estimated Completion Date: 01/01/2013</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	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
2117	Library Impact Fee	\$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.

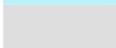
The City has fourteen community centers and fifty-nine City Parks. We provide programs in youth sports, youth activities, aquatics, special events, and adult activities. Additionally, facilities and parks are available for public use to celebrate a diversity of activities. Over the next five years our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

Recreation Department-25

Community Services

CIP Project(s)	Performance Benchmarks	2012-13	2012-13	2012-13	2012-13	2012-13
		1-yr Goal	1 st Qtr. Target	2 nd Qtr. Target	3 rd Qtr. Target	4 th Qtr. Target
2.25.a: BTA Roof						
	Construction	100%	25%	50%	75%	100%
2.25.b: Kennedy Swim Center Design						
	Design	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

Recreation Department-25

TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2011-12 Adopted	FY2011-12 Actual 3/31/2012	FY2012-13 Adopted	FY2013-14 Proposed	FY2014-15 Proposed	FY2015-16 Proposed	FY2016-17 Proposed	5 Year Total
SOURCES BY FUND								
Capital Outlay Fund-2001	95,000	-	95,000					95,000
Impact Fees Recreation-2115	181,697	61,983	100,000					100,000
Unfunded								-
SOURCES TOTAL	276,697	61,983	195,000	-	-	-	-	195,000
USES BY PROJECT								
Kennedy Swim Center Design	181,697	61,983	100,000					100,000
BTA Roof	95,000		95,000					95,000
USES BY PROJECT TOTAL	276,697	61,983	195,000	-	-	-	-	195,000
USES BY ORG CODE								
Capital Outlay Recreation-20151051	95,000	-	95,000					95,000
Impact Fee Recreation-21551051	181,697	61,983	100,000					100,000
Unfunded								-
TOTAL CIP BUDGET	276,697	61,983	195,000	-	-	-	-	195,000

FY2012-13 CIP Budget

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The Port of Richmond-28



Port of Richmond



Honda Port of Entry at Point Potrero Marine



Terminal 3 Port Office Building Upgrade

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, and 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

The Port of Richmond-28

Plan Highlights

Fiber Optic Network

Project Cost: \$3,300,000
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 23rd 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.

Railroad Improvements Quiet Zones

Project Cost: \$1,000,000
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.

Terminal 3 Port Office Building Upgrade

Project Cost: \$2,700,000
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	2012-13	2012-13	2012-13	2012-13	2012-13
		1-yr Goal	1 st Qtr. Target	2 nd Qtr. Target	3 rd Qtr. Target	4 th Qtr. Target
3.28.a: Berth Dredging						
	Design/Engineering	100%	100%	*	*	*
	Permits	100%	100%	*	*	*
	Construction	100%	100%	*	*	*
3.28.b: Fiber Optic Network						
	Design Program Management	100%	15%	65%	90%	100%
	Equipment	100%	*	20%	90%	100%
	Construction	100%	*	60%	90%	100%
3.28.c: Lighting Improvements Point Potrero Marine						
	Permits	100%	100%	*	*	*
	Construction	100%	100%	*	*	*
3.28.d: Marina Dredging						
	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

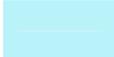
 = Performance Benchmarks
 = Work Completion Targets
 * = Work Completed

Success Indicators

The Port of Richmond-28

CIP Project(s)	Performance Benchmarks	2012-13	2012-13	2012-13	2012-13	2012-13
		1-yr Goal	1 st Qtr. Target	2 nd Qtr. Target	3 rd Qtr. Target	4 th Qtr. Target
3.28.e: Railroad Improvements Quiet Zones						
	Design	100%	100%	*	*	*
	Permits	100%	100%	*	*	*
	Construction	75%	25%	25%	25%	TBA
3.28.f: Terminal 2 Timber Wharf Replacement						
	Construction Design	100%	100%	*	*	*
	Permits	100%	100%	*	*	*
	Construction	100%	20%	30%	40%	10%
3.28.g: Terminal 3 Port Office Building Upgrade						
	Construction Design	100%	100%	*	*	*
	Permits	100%	100%	*	*	*
	Construction	100%	20%	30%	40%	10%

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 = Performance Benchmarks
 = Work Completion Targets
 * = Work Completed

Port Operations Department-28

TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2011-12 Adopted	FY2011-12 Actual	FY2012-13 Adopted	FY2013-14 Proposed	FY2014-15 Proposed	FY2015-16 Proposed	FY2016-17 Proposed	5 Year Total
3/31/2012								
SOURCES BY FUND								
Port Operations CIP Division-4001	1,750,000	659,248	1,890,000	900,000				2,790,000
Port Capital Financing	751,000	183,012						-
Port Grants	14,030,256	1,352,059	6,600,000					6,600,000
Harbor Fund-2007	1,058,844	-	1,058,844					1,058,844
Marina Fund-4005	2,100,000	1,343,847	100,000					100,000
SOURCES TOTAL	19,690,100	3,538,166	9,648,844	900,000				10,548,844
USES BY PROJECT								
Bay Trail Shipyard No. 3	692,000	557,247						-
Berth Dredging	1,058,844		1,058,844					1,058,844
Fiber Optic Network	4,310,504		3,300,000					3,300,000
Honda Port of Entry at the Point Potrero Marine Terminal	580,000	53,597						-
Integrated Video Surveillance System	3,018,027							-
Lighting Improvements Point Potrero Marine Terminal	2,650,000	720,608	600,000					600,000
Marina Dredging	2,100,000	1,343,847	100,000					100,000
Port Rail Corridor Facilities	171,000	129,415						-
Railroad Improvements Quiet Zones	1,050,000		1,000,000					1,000,000
Subaru Building 4 Rehab Project	700,000	659,248						-
Terminal 2 Timber Wharf Replacement	-		275,000					275,000
Terminal 3 Port Office Building Upgrade	3,359,725	74,204	2,700,000					2,700,000
Cafeteria Building Exterior Improvements			65,000					65,000
Terminal 3 Electrical Improvement			350,000					350,000
PPMT Storm Water Compliance			200,000					200,000
PPMT Wharf Renovation - General Maintenance				250,000				250,000
PPMT Electrical Improvements				650,000				650,000
USES BY PROJECT TOTAL	19,690,100	3,538,166	9,648,844	900,000	-	-	-	10,548,844
USES BY ORG CODE								
Port Operations CIP Division-40183080	1,750,000	659,248	1,890,000	900,000				2,790,000
Port Capital Financing	751,000	183,012	-					-
Port Grants	14,030,256	1,352,059	6,600,000					6,600,000
Harbor Fund-20783080	1,058,844	-	1,058,844					1,058,844
Marina Fund-40583080	2,100,000	1,343,847	100,000					100,000
TOTAL CIP BUDGET	19,690,100	3,538,166	9,648,844	900,000	-	-	-	10,548,844

FY2012-13 CIP Budget

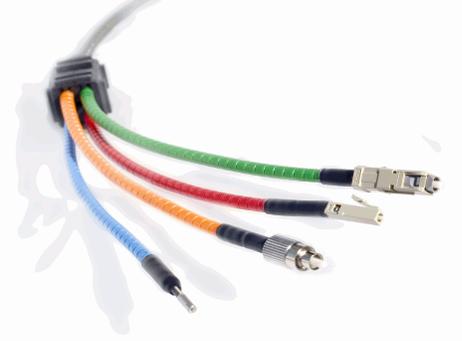
Richmond
2012/13-2016/17 Capital Improvement Program

Project Description Report

Project Name:	Cafeteria Building Exterior Improvemets	
Project Manager:	Michael Williams	
Department Responsible:	Port	
Project Description:	Information to follow.	
Justification:		
Total Estimated Cost:	\$65,000	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
4002	Port Capital Improvements	\$65,000	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 Capital Improvement Program
Project Description Report

Project Name:	Fiber Optic Network PPMT	
Project Manager:	Michael Williams	
Department Responsible:	Port	
Project Description:	<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>Project ID: 28E01 Project Location: 1411 Harbour Way South Estimated Operation and Maintenance Cost: \$ 250,000 Design: \$ 0 Construction: \$3,300,000 Inspection: \$ 0 Contingency: \$ 0 Total: \$3,300,000 Estimated Start Date: 10/01/2010 Estimated Completion Date: 04/30/2013</p>	
Justification:	Completion of this project will improve the efficiency of monitoring and communication of security and emergency response to the Port area.	
Total Estimated Cost:	\$3,300,000	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
4002A	Port Grant Funding	\$3,300,000	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 Capital Improvement Program

Project Description Report

Project Name:	Lighting Improvements Point Potrero Marine Terminal (PPMT)	
Project Manager:	Michael Williams	
Department Responsible:	Port	
Project Description:	<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: 28101 Project Location: Foot of Canal Blvd. Estimated Operation and Maintenance Cost: \$ 0 Design: \$ 0 Construction: \$ 600,000 Inspection: \$ 0 Contingency: \$ 0 Total: \$ 600,000 Estimated Start Date: 08/15/2009 Estimated Completion Date: 06/30/2013</p>	
Justification:	Completion of the project allows the Port to comply with Homeland Security and OSHA requirements.	
Total Estimated Cost:	\$600,000	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
Port1	California Port and Maritime Security Grant	\$600,000	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 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: 08H01 Project Location: Marina Breakwater, Port of Richmond Estimated Operation and Maintenance Cost: \$ 0 Design: \$ 0 Construction: \$ 100,000 Inspection: \$ 0 Contingency: \$ 0 Total: \$ 100,000 Estimated Start Date: 07/01/2010 Estimated Completion Date: 10/31/2012</p>	
Justification:	The City is contractually obligated to complete the improvements.	
Total Estimated Cost:	\$100,000	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
4005	Marina Fund	\$100,000	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 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 Project Location: Port properties Estimated Operation and Maintenance Cost: \$ 0 Design: \$ 0 Construction: \$ 0 Inspection: \$ 0 Contingency: \$ 0 Total: \$1,058,844 Estimated Start Date: 07/01/2011 Estimated Completion Date: 06/30/2013</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	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
HARBOR	Harbor Fund	\$1,058,844	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 Capital Improvement Program

Project Description Report

Project Name:	PPMT Stormwater Compliance	
Project Manager:	Michael Williams	
Department Responsible:	Port	
Project Description:	Information to follow.	
Justification:		
Total Estimated Cost:	\$200,000	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
4002	Port Capital Improvements	\$200,000	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 Capital Improvement Program
Project Description Report

Project Name:	Roadway and Rail Track Improvements - Canal Blvd.	
Project Manager:	Michael Williams	
Department Responsible:	Port	
Project Description:	<p>This project consists of installing additional rail tracks and reconstructing a portion of Canal Boulevard between Seacliff Drive and the automobile distribution facility entrance gate of Point Potrero Marine Terminal.</p> <p>Project ID: 01A12 Project Location: Canal Blvd. between Seacliff Drive Estimated Operation and Maintenance Cost: \$ 0 Design: \$ 0 Construction: \$1,000,000 Inspection: \$ 0 Contingency: \$ 0 Total: \$1,000,000 Estimated Start Date: 07/01/2011 Estimated Completion Date: 06/30/2013</p>	
Justification:	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.	
Total Estimated Cost:	\$1,000,000	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
4002	Port Capital Improvements	\$1,000,000	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 Capital Improvement Program

Project Description Report

Project Name:	Terminal 2 Timber Wharf Replacement	
Project Manager:	Michael Williams	
Department Responsible:	Port	
Project Description:	The project consists of removal of the existing deteriorated timber wharf and piles, and construction of a concrete pile-supported wharf with a plastic piling fender system. Estimated Start Date: 07/01/2012 Estimated Completion Date: 06/30/2013	
Justification:	The timber wharf is approximately 40 years old and it has been damaged by aggressive marine borers and impacts from berthing vessels at the terminal. This project will extend the wharf's service life and provide safer working conditions.	
Total Estimated Cost:	\$275,000	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
4002	Port Capital Improvements	\$275,000	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 Capital Improvement Program

Project Description Report

Project Name:	Terminal 3 Electrical Improvements	
Project Manager:	Michael Williams	
Department Responsible:	Port	
Project Description:	Information to follow.	
Justification:		
Total Estimated Cost:	\$350,000	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
4002	Port Capital Improvements	\$350,000	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 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 Design: \$ 0 Construction: \$2,700,000 Inspection: \$ 0 Contingency: \$ 0 Total: \$2,700,000 Estimated Start Date: 07/01/2007 Estimated Completion Date: 06/30/2013</p>	
Justification:	Facility maintenance.	
Total Estimated Cost:	\$2,700,000	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
4002A	Port Grant Funding	\$2,700,000	\$0	\$0	\$0	\$0

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Richmond Community Redevelopment Agency-30

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.



BART Parking Garage



Marina Bay Crossing



**Richmond Intermodal
Transit Station**



Trinity Plaza Senior Housing

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

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	2012-13 1-yr Goal	2012-13 1 st Qtr. Target	2012-13 2nd Qtr. Target	2012-13 3 rd Qtr. Target	2012-13 4 th Qtr. Target
3.30.a: Bradley A. Moody Memorial						
	Design	100%	75%	100%	*	*
3.30.b: Façade Improvement Program (Loans)						
	Design	100%	*	100%	*	*
3.30.c: Marina Bay Trails Landscape Areas						
	Design Complete	100%	100%	*	*	*
	Construction	25%	*	10%	15%	25%
3.30.d: Metro Walk (Transit Village)						
	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**
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5. **Promote Effective Government**

= Performance Benchmarks
 = Work Completion Targets
 * = Work Completed

City of Richmond Successor Agency Redevelopment-30

TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2011-12 Adopted	FY2012-13 Adopted	FY2013-14 Proposed	FY2014-15 Proposed	FY2015-16 Proposed	FY2016-17 Proposed	5 Year Total
SOURCES BY FUND							
Downtown Project CIP	1,212,000						-
Harbour 11A CIP	28,720,000						-
Redevelopment CIP Unfunded	16,775,000	33,464,000	23,987,000	3,981,000	50,000	5,000	61,487,000
Sources Total	46,707,000	33,464,000	23,987,000	3,981,000	50,000	5,000	61,487,000
USES BY PROJECT							
Area T Soil Remediation	50,000		50,000	50,000	50,000	5,000	155,000
Bradley A. Moody Memorial Underpass	28,720,000	18,000,000	18,000,000	3,931,000			39,931,000
Economic Development Marketing Program	105,000						-
EDA Loan Program	191,000						-
Facade Improvement Program	189,000						-
Marina Bay Oversight	40,000						-
Marina Bay Parkway Grade Separation	450,000						-
Marina Bay Trail Landscape Areas							-
Meade Street		950,000					950,000
Metro Walk (Transit Village)	16,775,000	14,358,000	5,937,000				20,295,000
Project Areas Streetscape/Garage		27,000					27,000
Project Monitoring	37,000						-
Railroad Crossings Study Improvements	150,000						-
Retail and Commercial Development							-
Streetscapes		93,000					93,000
Terminal One		36,000					36,000
USES BY PROJECT TOTAL	46,707,000	33,464,000	23,987,000	3,981,000	50,000	5,000	61,487,000
USES BY ORG CODE							
Downtown Project CIP	1,212,000						-
Harbour 11A CIP	28,720,000						-
Redevelopment CIP	16,775,000	33,464,000	23,987,000	3,981,000	50,000	5,000	61,487,000
TOTAL CIP BUDGET	46,707,000	33,464,000	23,987,000	3,981,000	50,000	5,000	61,487,000

FY2012-13 CIP Budget

City of Richmond as Successor Agency to the Richmond Community Redevelopment Agency-30 Housing Division



Ford Assembly Building
“Ford Point”



Target Store
Macdonald 80 Shopping
Center



Richmond Intermodal
Transit Station

Mission: The City of Richmond as Successor Agency to 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.

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4. Housing-related community and family support services
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City of Richmond as Successor Agency to the 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

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City of Richmond as Successor Agency to the Richmond Community Redevelopment Agency-30 Housing Division

Success Indicators

CIP Project(s)	Performance Benchmarks	2012-13 1-yr Goal	2012-13 1 st Qtr. Target	2012-13 2nd Qtr. Target	2012-13 3 rd Qtr. Target	2012-13 4 th Qtr. Target
4.30.a: Infill Phase II						
	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%
4.30.b: Miraflores (S. 43rd & Wall)						
	Demolition	100%	100%	*	*	*
	Remediation	10%	10%	*	*	*
4.30.c: Nevin Court (1st & Nevin)						
	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

Housing Successor Agency-30

TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2011-12 Adopted	FY2012-13 Adopted	FY2013-14 Proposed	FY2014-15 Proposed	FY2015-16 Proposed	FY2016-17 Proposed	5 Year Total
SOURCES BY FUND							
Housing & Community Development-7202	4,050,000	2,059,000	-	-	-	-	2,059,000
Sources Total	4,050,000	2,059,000	-	-	-	-	2,059,000
USES BY PROJECT							
Infill Phase 2	1,000,000	16,000					16,000
Lillie Mae Jones	528,000						-
Miraflores (S. 43rd & Wall)	1,902,000	2,000,000					2,000,000
Nevin Court (1st & Nevin)	577,000	38,000					38,000
Vernon Castro	5,000	5,000					5,000
							-
							-
							-
							-
							-
USES BY PROJECT TOTAL	4,012,000	2,059,000	-	-	-	-	2,059,000
USES BY ORG CODE							
Housing & Community Development-71202063	4,012,000	2,059,000	-	-	-	-	2,059,000
TOTAL CIP BUDGET	4,012,000	2,059,000	-	-	-	-	2,059,000

FY2012-13 CIP Budget

Public Works Department-23

Equipment Services



Fleet Maintenance



Equipment



Street Sweeper

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.

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.

Public Works Department-23

Equipment Services

Plan Highlights

Vehicle and Equipment Replacement FY 2012-2013

Project Cost: \$2,890,701
Funding Source: Equipment Services – Replacement Fund

Fire Vehicles \$457,867
Police Vehicles \$1,109,612
Other City Vehicles \$1,209,055
Other City Equipment \$114,167

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.

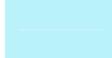
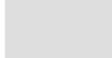
Public Works Department-23

Equipment Services

Success Indicators

CIP Project(s)	Performance Benchmarks	2012-13	2012-13	2012-13	2012-13	2012-13
		1-yr Goal	1 st Qtr. Target	2 nd Qtr. Target	3 rd Qtr. Target	4 th Qtr. Target
5.23.a: Vehicle and Equipment Replacement						
	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**

	FY2011-12 Adopted	FY2011-12 Actual 3/31/2012	FY2012-13 Adopted	FY2013-14 Proposed	FY2014-15 Proposed	FY2015-16 Proposed	FY2016-17 Proposed	5 Year Total
SOURCES BY FUND								
Public Works Equipment Services-5003	2,842,941	1,055,676	4,041,000	3,302,000	3,782,000	-	-	11,125,000
SOURCES TOTAL	2,842,941	1,055,676	4,041,000	3,302,000	3,782,000	-	-	11,125,000
USES BY PROJECT								
Fire Vehicles - 03A04	417,971	60,472	640,000	600,000	1,239,000	-	-	2,479,000
Police Vehicles - 03B04	817,560	386,852	1,551,000	753,000	1,175,000	-	-	3,479,000
Other City Vehicles - 03C04	1,154,410	371,210	1,690,000	1,401,000	1,047,000	-	-	4,138,000
Other City Equipment - 03D04	453,000	237,142	160,000	548,000	321,000	-	-	1,029,000
USES BY PROJECT TOTAL	2,842,941	1,055,676	4,041,000	3,302,000	3,782,000	-	-	11,125,000
USES BY ORG CODE								
Public Works Equipment Services-50336031	2,842,941	1,055,676	4,041,000	3,302,000	3,782,000	-	-	11,125,000
TOTAL CIP BUDGET	2,842,941	1,055,676	4,041,000	3,302,000	3,782,000	-	-	11,125,000

FY2012-13 CIP Budget

Richmond
2012/13-2016/17 Capital Improvement Program

Project Description Report

Project Name:	Fleet Replacement	
Project Manager:	Dee Karnes	
Department Responsible:	Public Works - Equipment Services	
Project Description:	<p>Fire Vehicles \$457,867 Police Vehicles \$1,109,612 Other City Vehicles \$1,209,055 Other City Equipment \$114,167</p> <p>Project ID: 3004 Project Location: 6 13th Street Estimated Operation and Maintenance Cost: \$ 0 Design: N/A Construction: N/A Inspection: N/A Contingency: \$ 0 Total: \$2,890,701 Estimated Start Date: 07/01/2010 Estimated Completion Date: Ongoing</p>	
Justification:	The City's vehicle and equipment fleet have a serviceable life cycle. Once reached, the vehicles and equipment need to be replaced to provide the City with safe, efficient and cost-effective transportation.	
Total Estimated Cost:	\$13,312,701	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
5003	Equipment Services	\$2,890,701	\$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.

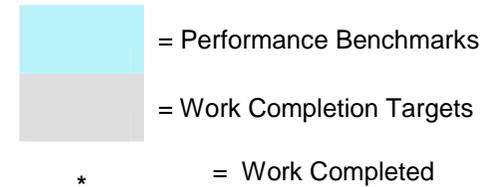
Information Technology Capital Improvement Plan (CIP)

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

Information Technology Department-26

CIP Project(s)	Performance Benchmarks	2012-13 1-yr Goal	2012-13 1 st Qtr. Target	2012-13 2 nd Qtr. Target	2012-13 3 rd Qtr. Target	2012-13 4 th Qtr. Target
5.26.a: City-Wide Document Storage						
	Equipment Purchase	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



Information Technology Department-26

TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2011-12 Adopted	FY2011-12 Actual 3/31/2012	FY2012-13 Adopted	FY2013-14 Proposed	FY2014-15 Proposed	FY2015-16 Proposed	FY2016-17 Proposed	5 Year Total
SOURCES BY FUND								
General Capital - Information Technology-2001	1,000,000	436,782	250,000	-	-	-	-	250,000
SOURCES TOTAL	1,000,000	436,782	250,000	-	-	-	-	250,000
USES BY PROJECT								
CITY-WIDE DOCUMENT STORAGE			250,000					250,000
DESKTOP COMPUTERS REFRESH	1,000,000	436,782						-
USES BY PROJECT TOTAL	1,000,000	436,782	250,000	-	-	-	-	250,000
USES BY ORG CODE								
General Capital - Information Technology-20162317	1,000,000	436,782	250,000	-	-	-	-	250,000
TOTAL CIP BUDGET	1,000,000	436,782	250,000	-	-	-	-	250,000

FY2012-13 CIP Budget

Richmond
2012/13-2016/17 Capital Improvement Program
Project Description Report

Project Name:	City-wide Document Storage	
Project Manager:	Sue Hartman	
Department Responsible:	Information Technology	
Project Description:	<p>Promote Effective Government</p> <p>To implement networked document management storage required by MUNIS and the new Sire Document Management system to be implemented in 2012- 2013.</p> <p>Project ID: 06A01 Project Location: 2544 Barrett Avenue Estimated Start Date: 07/01/2012 Estimated Completion Date: 06/30/2013</p>	
Justification:	The network storage is a requirement for document management storage.	
Total Estimated Cost:	\$250,000	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
2001	General Capital Fund	\$250,000	\$0	\$0	\$0	\$0

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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

Plan Highlights

Council Chamber Video Production Equipment

Project Cost: \$20,000
Funding Source: Cable Franchise Fees, Equipment Rental
Estimated Start Date: 05/01/2009
Estimated Completion Date: 06/30/2013

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: \$10,000
Funding Source: Cable Franchise Fees, Equipment Rental
Estimated Start Date: 07/01/2007
Estimated Completion Date: 6/30/2013

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 is 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: \$5,000
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.

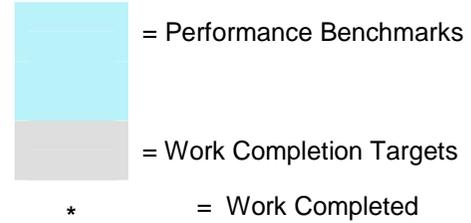
KCRT Cable TV-26

Success Indicators

CIP Project(s)	Performance Benchmarks	2012-13 1-yr Goal	2012-13 1 st Qtr. Target	2012-13 2 nd Qtr. Target	2012-13 3 rd Qtr. Target	2012-13 4 th Qtr. Target
5.26.a: Council Chamber Video Production						
	Phase 1: Studio One Equipment Upgrades	100%	25%	50%	75%	100%
	Phase 2: Studio Two Installation	100%	25%	50%	75%	100%
5.26.b: Media Center Upgrade						
	Phase 1: Department Needs Assessment	100%	25%	50%	75%	100%
	Phase 2: Purchase and Acquisition	100%	25%	50%	75%	100%
5.26.c: Production Truck and Equipment						
	Phase 1: Acquisition and vehicle upgrade	100%	50%	100%	*	*
	Phase 2: Equipment upgrade and install	100%	50%	75%	100%	*
5.26.d: Studio Upgrade						
	Phase 1: Studio One Equipment Upgrades	100%	25%	50%	75%	100%
	Phase 2: Studio Two Installation	100%	25%	50%	75%	100%
5.26.e: Upgrade Playback System						
	Phase 1: Assessment and Acquisition	100%	25%	50%	75%	100%
	Phase 2: Install and Modifications	100%	25%	50%	75%	100%

KCRT Cable TV-26

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



Information Technology-26

KCRT Cable Television-264 CIP Overview

TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2011-12 Adopted	FY2011-12 Actual 3/31/2012	FY2012-13 Adopted	FY2013-14 Proposed	FY2014-15 Proposed	FY2015-16 Proposed	FY2016-17 Proposed	5 Year Total
SOURCES BY FUND								
Information Technology-4008	121,995	13,008	105,000	20,000	20,000	20,000	20,000	185,000
								-
SOURCES TOTAL	121,995	13,008	105,000	20,000	20,000	20,000	20,000	185,000
USES BY PROJECT								
Council Chamber Video Production	64,000	2,829	20,000					20,000
HD Upgrade			45,000					45,000
Media Center	10,000	1,814	10,000	10,000	10,000	10,000	10,000	50,000
Microwave Transmission System	10,000	2,600						-
Production Truck and Equipment	15,995	3,746	10,000					10,000
Studio Upgrade	10,000		15,000	10,000	10,000	10,000	10,000	55,000
Upgrade Playback System	12,000	2,019	5,000					5,000
USES BY PROJECT TOTAL	121,995	13,008	105,000	20,000	20,000	20,000	20,000	185,000
USES BY ORG CODE								
KCRT Cable TV-40864281	121,995	13,008	105,000	20,000	20,000	20,000	20,000	185,000
TOTAL CIP BUDGET	121,995	13,008	105,000	20,000	20,000	20,000	20,000	185,000

FY2012-13 CIP Budget

Richmond
2012/13-2016/17 Capital Improvement Program

Project Description Report

Project Name:	Council Chambers Video Production Equipment	
Project Manager:	Sue Hartman	
Department Responsible:	KCRT	
Project Description:	<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 FY011-12'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: 440 Civic Center Plaza Estimated Operation and Maintenance Cost: \$ 0 Design: \$ 0 Construction: \$ 20,000 Inspection: \$ 0 Contingency: \$ 0 Total: \$ 20,000 Estimated Start Date: 05/01/2010 Estimated Completion Date: 06/30/2013</p>	
Justification:	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.	
Total Estimated Cost:	\$20,000	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
4008	KCRT - Cable Television	\$20,000	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 Capital Improvement Program
Project Description Report

Project Name:	Media Center	
Project Manager:	Sue Hartman	
Department Responsible:	KCRT	
Project Description:	<p>Cameras, projectors, microphones, podiums, set dressing, screens, dressing, recorders and other such technical items needed by various departments.</p> <p>Project ID: 06A01 Project Location: 2544 Barrett Avenue Estimated Operation and Maintenance Cost: \$ 0 Design: \$ 0 Construction: \$ 10,000 Inspection: \$ 0 Contingency: \$ 0 Total: \$ 10,000 Estimated Start Date: 08/01/2007 Estimated Completion Date: Ongoing</p>	
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:	\$40,000	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
4008	KCRT - Cable Television	\$10,000	\$10,000	\$10,000	\$10,000	\$0

Richmond
2012/13-2016/17 Capital Improvement Program
Project Description Report

Project Name:	Production Equipment
Project Manager:	Sue Hartman
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 Design: \$ 0 Construction: \$ 10,000 Inspection: \$ 0 Contingency: \$ 0 Total: \$ 10,000 Estimated Start Date: 07/01/2010 Estimated Completion Date: 06/30/2013</p>
Justification:	Field shooting and disaster coverage.
Total Estimated Cost:	\$10,000



Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
4008	KCRT - Cable Television	\$10,000	\$0	\$0	\$0	\$0

Richmond
2012/13-2016/17 Capital Improvement Program

Project Description Report

Project Name:	Studio Upgrade	
Project Manager:	Sue Hartman	
Department Responsible:	KCRT	
Project Description:	<p>Replacement and new cameras, remote control camera system, lighting grid microphones, set decorations, drapes and electrical wiring.</p> <p>Project ID: 06A01 Project Location: 2544 Barrett Avenue Estimated Operation and Maintenance Cost: \$ 0 Design: \$ 0 Construction: \$ 15,000 Inspection: \$ 0 Contingency: \$ 0 Total: \$ 15,000 Estimated Start Date: 05/01/2009 Estimated Completion Date: Ongoing</p>	
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:	\$45,000	

Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
4008	KCRT - Cable Television	\$15,000	\$10,000	\$10,000	\$10,000	\$0

Richmond
2012/13-2016/17 Capital Improvement Program
Project Description Report

Project Name:	Upgrade Playback System
Project Manager:	Sue Hartman
Department Responsible:	KCRT
Project Description:	<p>Adding the second two channels to KCRT's playback system.</p> <p>Project ID: 06A01 Project Location: 2544 Barrett Avenue Estimated Operation and Maintenance Cost: \$ 0 Design: \$ 0 Construction: \$ 5,000 Inspection: \$ 0 Contingency: \$ 0 Total: \$ 5,000 Estimated Start Date: 08/01/2009 Estimated Completion Date: 06/30/2013</p>
Justification:	Gives the City more options for the use of the video in City services.
Total Estimated Cost:	\$5,000



Source Of Funding						
Fund No	Fund Name	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
4008	KCRT - Cable Television	\$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

TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2011-12 Adopted	FY2011-12 Actual	FY2012-13 Adopted	FY2013-14 Proposed	FY2014-15 Proposed	FY2015-16 Proposed	FY2016-17 Proposed	5 Year Total
	3/31/2012							
SOURCES BY FUND								
General Capital Fund-2001	100,000	7,209	-	-	-	-	-	-
SOURCES TOTAL	100,000	7,209	-	-	-	-	-	-
USES BY PROJECT								
STARLITE STUDIO BUILDING IMPROVEMENTS	100,000	7,209	-	-	-	-	-	-
USES BY PROJECT TOTAL	100,000	7,209	-	-	-	-	-	-
USES BY ORG CODE								
General Capital E & T-20171041	100,000	7,209	-	-	-	-	-	-
TOTAL CIP BUDGET	100,000	7,209	-	-	-	-	-	-

FY2012-13 CIP Budget

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.

Capital Improvement Plan Glossary

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.

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.

Capital Improvement Plan Glossary

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.

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).

Capital Improvement Plan Glossary

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.

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.

Capital Improvement Plan Glossary

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

Capital Improvement Plan Glossary

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.

Capital Improvement Plan Glossary

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.

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.

Capital Improvement Plan Glossary

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.

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 is 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.

Capital Improvement Plan Glossary

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 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

Capital Improvement Plan Glossary

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 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

Capital Improvement Plan Glossary

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

Capital Improvement Plan Glossary

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.

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 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.

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.

Capital Improvement Plan Glossary

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.

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.

Capital Improvement Plan Glossary

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.

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.

Capital Improvement Plan Glossary

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).

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.

Capital Improvement Plan Glossary

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.

Capital Improvement Plan Glossary

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.

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.

Capital Improvement Plan Glossary

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.

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.

Capital Improvement Plan Glossary

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.

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

Capital Improvement Plan Glossary

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.

Capital Improvement Plan Glossary

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.

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.

Capital Improvement Plan Glossary

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.

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 is 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.

Capital Improvement Plan Glossary

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.

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.

Capital Improvement Plan Glossary

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 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.

Capital Improvement Plan Glossary

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.

Capital Improvement Plan Glossary

Sustainable Development: Development with the goal of preserving environmental quality, 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.

Capital Improvement Plan Glossary

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 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

A/P	Accounts Payable
A/R	Accounts Receivable
BART	Bay Area Rapid Transit
BD	Budget Division
CAFR	Comprehensive Annual Financial Report
CaIPERS	The California Public Employees' Retirement System
CIP	Capital Improvement Plan
CM	City Manager's Office
COR	City of Richmond
DHS	Department of Human Services
EEO	Equal Employment Opportunity
FD	Finance Department
FTE	Full-Time Equivalent
GAAP	Generally Accepted Accounting Principles
GASB	Governmental Accounting Standards Board
GFOA	Government Financial Officers Association
GL	General Ledger
MOU	Memorandum of Understanding
HR	Human Resources
HUD	Federal Department of Housing and Urban Development
IT	Information Technology
PAF	Personnel Action Form
PO	Purchase Order
PR	Purchase Requisition
RFP	Request for Proposal
RFQ	Request for Qualification
SAP	Systems, Applications, Products in Data Processing (Accounting System)

Capital Improvement Plan Glossary

**SAP- BW
TM1**

SAP - Business Information Warehouse
Is a trademark of Applix, Inc. and are trademarks of Microsoft Corporation.

Fund Descriptions

Major funds include any fund whose 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.

Successor Agency Redevelopment 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.

Fund Descriptions

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.

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.

Fund Descriptions

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.

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.

Fund Descriptions

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.

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.

Fund Descriptions

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.

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.

Fund Descriptions

Measure C/J 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 \$10,000, 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 excremental 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.

Capital Improvement Plan Budget Policy

- b. Current budget, including all in-house and contract costs, both expended and projected.
- 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 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 2012-13 through Fiscal Year 2016-17 Capital Improvement Plan, the City Manager, City Council and staff met with Richmond neighborhood councils during the Fiscal Year 2011-12 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).

Capital Improvement Plan Budget Process

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.

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 tab.

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, and 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

Capital Improvement Plan Budget Process

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:

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 is completed).

**CITY OF RICHMOND
PROPOSED CAPITAL IMPROVEMENT PROJECT**

FISCAL YEAR 2012-2013

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:	On-going 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:

COST TYPE	TOTAL	FY12/13	FY13/14	FY14/15	FY15/16	FY16/17
Equipment						
Studies						
Design						
Design Administration						
Land Acquisition						
Construction						
Inspection						
Construction Admin						
Public Art (1.5%)						
Other:						
Contingency						
Total						

POST CONSTRUCTION	TOTAL	FY12/13	FY13/14	FY14/15	FY15/16	FY16/17
On-Going Maintenance Costs per Year						

Budget Details:

FUND SOURCE	TOTAL	FY12/13	FY13/14	FY14/15	FY15/16	FY16/17
Total						

Performance Measures:

PERFORMANCE BENCHMARK	1-YR GOAL	1ST QTR GOAL	2ND QTR GOAL	3RD QTR GOAL	4TH QTR GOAL
Request for Proposal					
Study					
Survey					
Land Acquisition					
Equipment Purchase					
Equipment Installation					
Design Contract					
Design					
Construction Mgmt Contract					
Construction					
Other:					
Other:					

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