



# *Richmond California*

Proposed Capital Improvement Plan Fiscal Year 2021-22

June 29, 2021

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# *Richmond City Council*



**Tom Butt**  
Mayor



**Demnlus Johnson III**  
Vice Mayor



**Nathaniel Bates**  
Councilmember



**Claudia Jimenez**  
Councilmember



**Eduardo Martinez**  
Councilmember



**Gayle McLaughlin**  
Councilmember



**Melvin Willis**  
Councilmember

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**CITY OFFICIALS**

**JUNE 29, 2021**

**CITY COUNCIL**

Mayor .....	Tom Butt
Vice Mayor .....	Demnlus Johnson III
Councilmember .....	Nathaniel Bates
Councilmember .....	Claudia Jimenez
Councilmember .....	Eduardo Martinez
Councilmember .....	Gayle McLaughlin
Councilmember .....	Melvin Willis

**ADMINISTRATION AND EXECUTIVE MANAGEMENT**

City Manager .....	Laura Snideman
Deputy City Manager, Economic Development .....	Shasha Curl
Deputy City Manager, Internal Services (Interim) .....	Anil Comelo
City Attorney .....	Teresa Stricker
City Clerk .....	Pamela Christian
Community Development Director .....	Lina Velasco
Director of Information Technology .....	Sue Hartman
Director of Library and Community Services (Interim) .....	LaShonda White
Fire Chief (Interim) .....	Michael Smith
Human Resources Director (Interim) .....	Marc Fox
Police Chief .....	Bisa French
Public Works Director .....	Joe Leach
Rent Control Executive Director .....	Nicolas Traylor

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**CITY OF RICHMOND**  
**FISCAL YEAR 2021-22 PROPOSED BUDGET**

**BUDGET TEAM**

**Laura Snideman**  
*City Manager*

**Anil Comelo**  
*Interim Deputy City Manager*

**Belinda Brown**  
*Finance Director*

**LaShonda White**  
*Interim Library & Community  
Services Director*



**Antonio Banuelos**  
*Accounting Manager*

**Vrenesia Ward**  
*Budget Analyst II*

**Bert Jones**  
*Budget Analyst II*

**Valerie Lewis**  
*Executive Secretary II*

*Finance – Payroll*

*Finance – General Accounting*

**Sharrone Taylor**  
*Human Resources*

*Finance – Treasury*

**Tracy Fuller**  
*RGS*

**Leah J. Clark**  
*Library & Community Services*

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# MISSION

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

# VALUES

Honesty  
Excellent Customer Service  
Teamwork  
Commitment  
Innovation, Creativity and  
Risk-Taking

# 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.

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# AGENDA REPORT

FINANCE DEPARTMENT

**DATE:** June 29, 2021

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

**FROM:** Laura Snideman, City Manager  
Anil Comelo, Interim Deputy City Manager  
Antonio Banuelos, Accounting Manager

**SUBJECT:** ADOPTION OF FISCAL YEAR 2021-2022 ANNUAL OPERATING BUDGET; and ADOPTION OF THE CAPITAL IMPROVEMENT PLAN FOR FISCAL YEARS 2021-2022 THROUGH 2025-2026 AND THE CAPITAL IMPROVEMENT PLAN BUDGET FOR FISCAL YEAR 2021-2022; and ADOPTION OF THE CARRY-OVER AND APPROPRIATION OF FISCAL YEAR 2020-2021 FUNDS TO THE FISCAL YEAR 2021-2022 ANNUAL OPERATING AND CAPITAL IMPROVEMENT BUDGETS

## **STATEMENT OF THE ISSUE:**

Staff has completed development of the Fiscal Year 2021-2022 Annual Operating Budget and Capital Improvement Budget, based on City Council direction, and is submitting these budgets for consideration and adoption.

## **RECOMMENDED ACTIONS:**

**ADOPT** a resolution approving the Fiscal Year 2021-2022 Annual Operating Budget which includes the use of \$8,550,000 in American Rescue Plan Act funds; and **ADOPT** a resolution approving the Capital Improvement Plan for Fiscal Years 2021-2022 through 2025-2026 and adopting the Capital Improvement Plan Budget for Fiscal Year 2021-2022; and **ADOPT** a resolution approving the carry-over and appropriation of Fiscal Year 2020-2021 funds to the Fiscal Year 2021-2022 Annual Operating or Capital Improvement Plan Budgets - City Manager's Office/Finance Department (Laura Snideman 510-620-6512/ Anil Comelo 510-620-6740).

## **FINANCIAL IMPACT OF RECOMMENDATION:**

General Fund - The recommended General Fund budget is a balanced budget with budgeted revenues at \$188.5 million, budgeted expenditures at \$187.8 million, and a set aside for reserves of \$3.6 million. At this point, the General Fund budget is balanced with a surplus of \$8,703 after setting aside \$3,628,572 for reserves. The set aside would increase reserves to \$28,175,028 which corresponds to 15% of the General Fund expenditures in Fiscal Year 2021-2022. The impact of the adoption of a Capital Improvement Plan Budget as proposed on the City's General Fund is \$1,520,000 in FY 2021-2022.

It should be noted that the General Fund budget is balanced with the inclusion of \$4M from American Rescue Plan Act (ARPA) funds and \$3M from the \$15.6M FY 2020-21 excess.

Operating Budget - The recommended Operating Budget, inclusive of the General Fund, is \$362.8 million for revenues and \$452.8 million for expenditures.

Capital Improvement Plan and Capital Improvement Plan Budget - There is no financial impact for receiving the Fiscal Years 2022-2026 Five-Year Capital Improvement Plan. The *Budget* for the Capital Improvement Plan, however, authorizes appropriations in the 2021-2022 fiscal year. These appropriations are as follows: \$98,736,360 in total expenditures across all Funds. This amount is comprised of \$64,792,731 in projects that are approved with the adoption of the total Operating Budget, plus \$33,943,629 in projects that are approved with the adoption of a Capital Project Funds Budget. The focus of the CIP portion of this staff report is primarily on the \$33,943,629 in expenditures for capital projects accounted for in the Capital Project Funds. Of the \$33,943,629, \$1,520,000 in funding sources will come from the General Fund's FY2020-2021 residual revenue, and \$2,000,000 will come from the American Rescue Plan Act (ARPA). Funding from Non-General Fund sources totals \$32,423,629; said another way, all expenditures except \$1,520,000 are being funded by revenue sources *other than* the General Fund.

## **DISCUSSION:**

### **Use of FY 2020-2021 Carry-Over Residual Funds**

Fiscal Year 2020-2021 is projected to end with revenues exceeding expenditures by approximately \$15.6M. This is the result of several unusual factors including the following:

- Robust sales tax revenues
- Unusually large real-estate transactions
- Conservative pandemic budgeting in June 2020
- Vacant positions across various departments
- No raises– 6<sup>th</sup> year for Non-Sworn employees
- RPOA deferred 1% to June 2022 = \$550,000
- Continued underfunding of facilities and infrastructure

Staff proposes to utilize the \$15.6M excess monies prudently for the purposes and in the amounts in the table below. Attached is a resolution approving the carry-over funds from the Fiscal Year 2020-2021 to the Fiscal Year 2021-2022 Annual Operating or Capital Improvement Plan Budgets as follows:

<b>FY2020-21 Excess:</b>	<b>15,547,889</b>
Reimagining Public Safety	1,300,000
Community Facility Improvements	1,700,000
Staff Compensation – One-time payment	2,300,000
Write-off for Housing Authority	3,000,000
Set-aside to balance FY 2021-22	3,000,000
Maintain 14.3% Reserve Level	4,219,567
Total Uses:	\$15,519,567
<b>Amount Left over</b>	<b>\$28,322</b>

As displayed in the chart above, staff recommends that the amounts be expended in FY 2021-22 as follows:

- \$1,300,000 for Reimagining Public Safety
- \$1,700,000 for urgently needed community facility improvements
- \$2,300,000 for employee compensation
- \$3,000,000 set-aside for likely write-off of uncollectable Richmond Housing Authority debts owed to the City
- \$3,000,000 to balance the FY 2021-22 General Fund Budget.
- \$4,219,567 to maintain General Reserves at a level equal to 14.3% of General Fund Expenditures, the amount of the reserves presented to the city council at mid-year

**Proposed General Fund Budget**

The proposed Fiscal Year 2021-2022 Annual General Fund Budget is balanced with revenues totaling \$188.5 million, expenditures totaling \$187.8.5 million, and a set aside for reserves of \$3.6 million.

**Position Control**

At the start of FY 2020-21, 60 positions were frozen saving the City approximately \$10M. In March 2021, during the mid-year budget review, 6 positions were unfrozen. Budget development began with 680 full time positions in all funds both sworn and non-sworn classifications. Proposed budget includes 693.2 full time positions in all funds. This includes eliminating 12 sworn positions in the Police Department while unfreezing 11 positions, adding 14.2 positions, and moving 1 position. Attached is the Position Control Listing.

**Service Levels**

The proposed FY 2021-22 budget achieves the following:

- Adds part-time positions for Library and Recreation

- Invests in the Kids First initiative
- Funds Reimagining Public Safety related initiatives
  - Expands services to the unhoused community
  - Expands violence prevention programs
  - Expands youth employment opportunities
  - Provides initial funding for mental health crisis response
- Adds positions to address blight and other community needs
- Provides funding for new vehicles and equipment
- Enhances cleanliness by purchasing new street sweeper
- Invests in facilities improvements

### American Rescue Plan Act

Staff understood the direction from the City Council on June 21, 2021 to be to use ARPA funds as it relates to the FY 2021-2022 budget as follows:

ARPA - FY 2021 -2022	Proposed Uses
Recovery of lost revenue (FY 20 & 21) applied to balance FY 22 GF budget	4,000,000.00
Community Facilities Improvements (HVAC)	2,000,000.00
Community Beautification	1,000,000.00
Community Needs Assessment	250,000.00
Environmental Planning Consultant	300,000.00
Housing & Development Initiatives/Richmond Rapid Response Fund	1,000,000.00
<b>Total</b>	<b>8,550,000.00</b>

To the extent Council intends a different allocation of ARPA funds in the FY2021-2022 budget than what is presented above, Council may do so now when it adopts the operating budget. Alternatively, the Council may adopt the operating budget as proposed and amend the budget at a later date.

### Pension and Other Post-Employment Benefits (OPEB)

Current Liability					
	FY2015	FY2018	FY2019	FY2020	% Increase FY 2015 to FY 2020
Pension	228,116,453	326,141,904	337,537,411	351,586,720	54%
Closed Pension Plans	11,384,019	8,093,549	4,253,771	2,945,616	-74%
OPEB	196,034,283	187,743,687	193,782,442	119,252,808	-39%

The City's pension liability has increased by \$123,473,267 or 54% since 2015. On the other-hand the OPEB liability has gone down significantly but is a much smaller number than the total pension liability.

The City's net OPEB liability decreased dramatically as of 6/30/2020. According to the City's GASB 74 & 75 OPEB Valuation consultant, Van Iwaarden Associates, "The plan's

funded status increased from 8.9% to 19.0% since the prior valuation. The net OPEB liability decrease and funded status increase were primarily due to a combination of (1) increasing the discount rate due to greater projected trust sufficiency; (2) lower than expected premiums and claims costs due to the restructuring of CalPERS medical plan regions, and (3) other changes in actuarial assumptions.” A detailed liability and asset reconciliation can be found on page 5 of the Van Iwarden valuation report.

**Annual Payments for Pension and OPEB**

Benefit	FY 2015	FY 2020	FY 2021	FY 2022	% Increase FY 2015 to FY 2021/2
Pension	17,842,357	33,140,842	35,863,841	38,653,901	117%
Closed Pension Plans	1,445,345	1,440,718	1,249,466	*	-14%
OPEB	2,512,800	12,720,085	10,482,302	10,661,565	324%

\*The data is not currently available.

The pension payments have gone up by almost \$20M (117%) since 2015, when the annual payment was about \$18M per year. The City’s payment toward employee pensions has gone up by 117% since 2015 and the OPEB payment has gone up by 324% despite the total liability going down.

**Total Proposed Operational Budget**

The proposed Fiscal Year 2021-2022 Annual Operating Budget, including the General Fund (see above discussion on the General Fund), is balanced with revenues totaling \$363.3 million and expenditures totaling \$448.6 million. This includes the \$188.7million of the General Fund revenues. Please see the attachment for detailed listing by department.

The FY 2021-22 budget includes the following key expenditures.

Key Inclusion in FY 2021-22 GF Budget	Amount
Funds for reserves (15%) in FY21-22	3,628,572
Cost Pool - Vehicle Replacement	2,236,000
Facilities Master Plan Study	100,000
Info Technology Master Plan Study	100,000
Fire Services Study	100,000
Special Election Nov 2021	100,000
Dept Personnel Requests	3,555,370
Dept Non-Personnel Requests	1,989,778
Defunding Police Dept. (including 12 positions)	(3,000,000)
Funding for Reimagine Public Safety initiatives	6,380,000

The FY 2021-22 budget allocates \$3.6M to meet the City policy requirement of 15% for

reserves. This is a major accomplishment and will ensure that the City keeps its borrowing cost down. The proposed budget also allocates \$2.24M for vehicle replacement and \$100,000 for the special election in Nov 2021. There is also \$100,000 each for a Facilities Master Plan, Information Technology Study, and a Fire Services study. These studies will help the City determine how best to utilize existing resources and identify gaps in order to budget appropriately and ensure quality services to the community. The budget also allocates funds for personnel and non-personnel departmental requests. Details of the Department Personnel Requests and Non-Personnel Requests are attached. Finally, the budget also defunds the Police Department by \$3M and thereby permanently reduces the size of the department's staffing by 12 sworn police. The reduction will be accomplished by eliminating 12 vacant positions. The \$3M will be reallocated (as part of the \$6.38M Reimagining Public Safety budget) to the departments of Community Development, City Manager's Office, and Community Services for program implementation.

### **Reference Budget Master Attachment**

#### *Non-General Fund Budgets*

Non-general funds consist of various funds outside of the General Fund that are restricted to be used for specific purposes. These include special revenue, debt service, enterprise, and internal service funds. Apart from those funds with negative cash balances and those subsidized by the General Fund, each non-general fund is self-sustaining with funding sources that are equal to or exceed expenditures. The total appropriations within these Funds, excluding the General Fund, is \$265 million.

### **Capital Improvement Plan for FY 2021-2022 through FY 2025-2026 and Capital Improvement Plan Budget for FY 2021-2022**

Note to Reader regarding terminology used in this report:

- *Capital Improvement Plan* refers to the five-year plan for various projects; costs for years two through five are roughly estimated, subject to revision and refinement. Year one costs comprise the Capital Improvement Plan Budget. The focus is on the projects and the year a given project is scheduled to begin, pending funding.
- *Capital Improvement Plan Budget* refers to the one-year plan for various projects; costs are estimated and subject to revision and refinement but are expected to be reliably reflective of staff's best estimates of costs. The focus is on appropriating funds for the projects within the spending plan called the "CIP budget" and establishing the spending authority for those projects.
- *Capital Project Funds* refers to separate Funds established for the accounting of capital improvement projects not otherwise accounted for in the Operating Budget.
- *General Fund* refers to the City's main Fund for general operations, and the primary or largest Fund with the Operating Budget.

*Background* - The Capital Improvement Plan (CIP) includes a five-year projection of budget needs for capital improvement projects. Each year, the plan is updated and a new fifth year is added to the Plan; this budgeting approach is commonly referred to as a *rolling* projection. Although the Plan reflects projects needed over the next five years, the appropriations authority is only for the first year; in this case, the 2021-2022 fiscal year. Every year, most projects are funded by revenue sources accounted for in Special Funds. Because project funding is not dependent on the General Fund in some years, the CIP may be adopted independently of the General Fund Budget, if desired. Early adoption of capital project budgets that do not require any General Funds can be advantageous if doing so will approve projects that are urgently needed, need to be completed during an off-season, or before inclement weather. Because capital improvement projects often require considerable planning, engineering, formal public works bidding processes, and sometimes debt financing, signaling a firm budget commitment through the adoption of the CIP budget can give staff a head start on refining project planning for the upcoming fiscal year.

*FY 2021-2022 CIP Budget* - The CIP is managed continuously by measuring progress and anticipating future needs. The CIP budget is typically adopted annually alongside the operating budget, although as mentioned above, this is not required. For FY 2021- 2022, expenditures budgeted in CIP Funds total \$33,943,629. The major sources of funding for these projects are as follows:

The authorizing resolution for the first year of the five-year CIP is attached. For FY 2021-2022, the total proposed CIP budget is \$98,736,360; see the five-year Capital Improvement Plan *document* attached. The CIP document contains detailed information on individual projects and their sources and uses of funds.

The total FY 2021-2022 CIP Budget is comprised of \$98,736,360 in total expenditures across all Funds. This amount is comprised of \$64,792,731 in projects that are approved with the adoption of the total Operating Budget, plus \$33,943,629 in projects that are approved with the adoption of a Capital Project Funds Budget. The immediately following discussion is primarily on the \$33,943,629 in expenditures for capital projects accounted for in the Capital Project Funds. Of the \$33,943,629, \$1,520,000 in funding sources will come from the General Fund's FY2020-2021 residual revenue, and \$2,000,000 will come from the American Rescue Plan Act (ARPA). Funding from Non-General Fund sources totals \$32,423,629; said another way, all expenditures except \$1,520,000 are being funded by revenue sources *other than* the General Fund. Notable Projects include:

- State Gas Tax, which are monies received from the State under the provision of the Streets and Highway Code. These monies are restricted to uses for street construction activities. The City's gas tax allocation increased by \$1.8 million to a total of \$4.5 million due to the Road Repair and Accountability Act of 2017. Notable projects:
  - Street paving program - \$2.5 million
  - Bridge Preventive Maintenance - \$248,340 grant match

- Measures C and J authorize sales taxes for transportation programs. The voters of Contra Costa County approved a ½ cent sales tax via Measure C, which authorized the creation of the Contra Costa County Transportation Authority (Authority) and established a revenue stream for the Authority to fund transportation activities. The ½ cent transportation sales tax was renewed by Measure J, effective April 1, 2009. The Authority collects one-half of one percent of the 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 and Measure J requirements. Notable projects:
  - I-80 Central Interchange Phase II - \$2.3 million
  - Americans with Disabilities Act (ADA) Miscellaneous Sidewalk Repairs - \$835,277
- Bond Proceeds are used to fund large enterprise projects, mainly capital improvements to Richmond's wastewater system.
 

Notable projects:

  - De-chlorination System Replacement - \$3.5 million
  - Sludge Thickener Replacement - \$1.5 million
- State Revolving Fund Loan was awarded in April 2021. Notable project:
  - Wastewater Treatment Plant Grit and Aeration Replacement - \$45 million
- Grants that fund CIP projects are mostly awarded by state and local granting agencies.
 

Notable projects:

  - Boorman Park Revitalization - \$3.5 million
  - Bridge Preventive Maintenance - \$1.8 million
  - Carlson Crosstown Connections - \$398,410
  - Cutting Blvd. and Harbour Way S. Bikeways - \$909,012
  - Greening the Yellow Brick Road - \$1.6 million
  - Harbour 8 Park Expansion - \$6.3 million
  - Yellow Brick Road - \$1.5 million
- American Rescue Plan Act (ARPA) funding will be used to improve various Heating Ventilation and Air Conditioning (HVAC) systems
  - Museum - \$500 thousand
  - Nevin Community Center - \$500 thousand
  - Recreation Center Administration - \$500 thousand
  - Main Library - \$500 thousand
- General Fund, using excess revenues from FY 2020-2021, will fund the following projects in FY 2021-2022

- Plunge - Replace pool boiler - \$100 thousand
- Museum - Additional roof repair - \$175 thousand
- Shimada Park - Replace restroom roof - \$275 thousand
- Corporation Yard - Bulk fuel sites upgrades - \$275 thousand
- Parks Yard - Bulk fuel sites upgrades - \$220 thousand
- Hilltop Fire Station - Fuel management upgrades - \$50 thousand
- Native American Health Center - AC/Furnace - \$50 thousand
- Corporation Yard - Bathrooms demo / remodel - \$150 thousand
- 824 MacDonald Avenue - Building demolition - \$125 thousand
- DPRC - Replace HVAC system - \$100 thousand

In addition, the CIP includes other capital projects funded by operating funds, including Enterprise Funds. As previously mentioned, for FY 2021-2022, these expenditures total \$64,792,731. On-going operations and maintenance costs of capital projects are budgeted in operating budgets.

The CIP document contains detailed information on individual projects and their source and uses of funds.

### **Budgetary Progress and Challenges**

The City has several on-going fiscal challenges that make it difficult to achieve a structurally balanced budget. These challenges include the following:

- *Reserve Policy* The City continues to make good progress in achieving its Reserve Policy Goal of 15%. The General Fund's Unassigned Fund Balance in FY 2010-2011 was \$12,077,471 compared with \$20,326,889 in FY 2019-2020. The reserve is a component of the Fund Balance which, in FY 2010-2011, was \$10M, which was 7.9% of FY 2011-2012 budgeted General Fund expenditures. In FY 2019-2020, the reserve was \$20.3M which was 13% of FY 2020-2021 budgeted General Fund expenditures. The reserve increased \$10.3M or approximately 51% from FY 2011 to FY 2020.
- *Cash* Negative cash balances in other Funds remain at \$8.7 million, which is a drain on other cash resources. Some of these balances have been paid down with General Fund surplus monies over the last four fiscal years. In FY 2010-2011, excluding RHA, the City had Funds with negative cash balances totaling \$16.5M, compared with \$10.2M in FY 2019-2020. Over the years, the negative cash balance climbed as high as \$36M. During yearly reporting, only the RHA Fund 8101 was shown as receiving an advance from the General Fund. All other negative cash balances were shown as temporarily clearing through the Insurance Reserves Fund as a Due To/From in the Annual Comprehensive Financial Report (ACFR) group. For example, in FY 2020, the City had actual cash deficits of \$20,510,664.94 (\$10,285,795.01 and \$10,224,869.93, but the amount shown in Insurance Reserves as Due From other Funds was \$9,776,304, and in 2011 the City had actual cash deficits of \$16,509,399.57 but the amount shown in Insurance Reserves as Due From other Funds was \$13,583,807 because Funds with positive cash balances were grouped with

- Funds with negative cash balances. Excluding RHA, the City was able to reduce negative cash by using General Fund surplus resources to clear those balances either as a lump sum or over a period of time.
- **OPEB** Pension and Other Post-Employment Benefits (OPEB) costs continue to grow rapidly although growth rates in salaries and total personnel authority have remained flat. Public agencies in the California Public Employees' Retirement System (CalPERS) in particular, have experienced very high growth rates due to actual returns on investments being less than projected. Increased by 15% ever year.
  - **Infrastructure & Capital Needs** Although the City is making progress on its level of deferred maintenance on aging infrastructure, including facilities, equipment, and technology, and its unfunded but needed capital improvements, significant needs remain.
  - **Risk Reserves:** The amount of the reserve the City sets aside each fiscal year for general and workers' compensation liabilities is based upon an actuarial valuation of risks in these two areas. The City establishes its reserve at a confidence level of 80% of potential liability. The City's Insurance Reserve Requirement effective for FY 2020-2021 is \$44,392,339. The requirement for FY 2021-2022 is increasing over the prior year by approximately 3.1%, to \$45,767,000, an increase of \$1,374,661.
  - **Housing Authority** Richmond Housing Authority (RHA) relies on support from the City's General Fund to provide public housing programs. The operating subsidy provided by the U.S. Department of Housing and Urban Development (HUD) is not sufficient to cover the full cost of providing housing services. Proposed budget includes a General Fund Transfer to RHA totaling \$1,141,828.

### **Next Steps**

#### *Adopt Budgets for FY 2021-2022*

Staff is recommending that the City Council adopt the proposed FY2021-2022 Annual Operating Budget as presented, and the proposed FY2021-2022 Annual Capital Improvement Plan Budget as presented within the Five-Year Capital Improvement Plan.

#### *Adopt resolution establishing Carry-Over Authority from FY 2020-2021 Budget*

Staff is recommending that the City Council adopt the proposed FY2020-2021 carry-over authority appropriating funds in the FY 2021-2022 Annual Operating Budget as presented.

#### *Follow-up to FY 2020-2021*

Staff will be submitting year-end adjustments for FY 2020-2021 to the City Council for review and adoption in September and October 2021.

Please visit the City's website at <https://www.ci.richmond.ca.us/1427/Presentations> for the most up-to-date budget information and presentations, as specific and updated information will be presented after the publishing of this staff report. The complete set of budget documents will be available on the website at: <https://www.ci.richmond.ca.us/183/Budget-Documents>.

**Documents Attached:**

- Attachment A Resolution adopting the Fiscal Year 2021-2022 Operating Budget
- Attachment B Operating Budget for Fiscal Year 2021-2022
- Attachment C Resolution approving the Capital Improvement Plan for Fiscal Years 2021-2022 through 2025-2026 and adopting the Capital Improvement Plan Budget for Fiscal Year 2021-2022
- Attachment D Five-Year Capital Improvement Plan For Fiscal Years 2021-2022 through 2024-2026
- Attachment E Resolution adopting and approving the carry-over and appropriation of Fiscal Year 2020-2021 Funds to the Fiscal Year 2021-2022 Annual Operating or Capital Improvement Plan Budgets as described, listed and approved
- Attachment F FY2021-22 GF Budget Summary
- Attachment G FY2021-22 Annual Operating Budget
- Attachment H Fiscal Years 2022-2026 Five-Year Capital Improvement Program Budget

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**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION OF THE COUNCIL OF THE CITY OF RICHMOND, CALIFORNIA,  
ADOPTING THE FISCAL YEAR 2021-2022 OPERATING BUDGET**

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

**WHEREAS**, all appropriations for the prior fiscal years shall lapse at the end of Fiscal Year 2020-2021 and any remaining amounts shall be credited against their respective fund balances except for any encumbered amounts for specific obligations outstanding at the end of said Fiscal Year; and

**WHEREAS**, all grants received per the attached grants listing shall be appropriated and spent according to grant guidelines; and

**WHEREAS**, the City Council has reviewed the proposed budget for Fiscal Year 2021-2022 at public meetings on May 5, May 11, June 8, and June 15, 2021; and

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council hereby adopts the 2021-2022 Operating Budget for the following funds:

<b>Funds</b>	<b>FY 2021-2022</b>
General Fund	\$187,833,521
Other Operating	24,515,027
Special Revenues	28,539,247
Capital Improvement	33,943,629
Debt Service	22,536,642
Enterprise	90,956,599
Internal Service	28,920,035
Housing Department	5,967,677
<b>Total</b>	<b>\$423,212,377</b>

**BE IT FURTHER RESOLVED**, that the budget for the Capital Improvement Funds will be adopted as a separate document.

\*\*\*\*\*

I certify that the foregoing resolution was passed and adopted by the Council of the City of Richmond, California, at a regular meeting thereof held June 29, 2021, by the following vote:

**AYES:**

**NOES:**

**ABSTENTIONS:**

**ABSENT:**

**CLERK OF THE CITY OF RICHMOND**  
**(SEAL)**

**Approved:**

**Mayor**

**Approved as to Form:**

**City Attorney**

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RICHMOND, CALIFORNIA,  
APPROVING THE CAPITAL IMPROVEMENT PLAN FOR FISCAL YEARS 2021-2022 THROUGH  
2025-2026 AND ADOPTING THE CAPITAL IMPROVEMENT PLAN BUDGET  
FOR FISCAL YEAR 2021-2022 IN THE AMOUNT OF \$33,943,629**

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**WHEREAS**, a balanced Budget for the City of Richmond has been prepared for Fiscal Year 2021-2022 and presented to the City Council pursuant to Article IV, Section 1 (b) of the Charter of the City of Richmond; and

**WHEREAS**, a Capital Improvement Plan for Fiscal Years 2021-2022 through 2025-2026 has been prepared and presented to the City Council; and

**WHEREAS**, the budget for the Capital Improvement Funds for the 2021-2022 Fiscal Year has been prepared and presented to the City Council; and

**WHEREAS**, all appropriations for the prior fiscal year shall lapse at the end of Fiscal Year 2020-2021 and any remaining amounts shall be credited against their respective fund balances, except for:

- a. Any unexpected but encumbered amounts or specific orders outstanding at the end of the Fiscal Year; and
- b. Any appropriations for incomplete capital projects including the Municipal Sewer District at the end of Fiscal Year 2020-2021; and

**WHEREAS**, for these exceptions, such carry-overs may be made without any further City Council action; and

**WHEREAS**, the City Council needs to approve the following expenditures for the Fiscal Year 2021-2022 Capital Improvement Budget:

- a. Project expenditures funded by sources exclusive of General Funds in the amount of \$98,736,360 for the Fiscal Year 2021-2022 of the Capital Improvement Plan.

**NOW THEREFORE, BE IT RESOLVED** that the City Council of the City of Richmond hereby (1) approves the Capital Improvement Plan for Fiscal Years 2021-2022 through 2025-2026; (2) adopts a budget appropriating \$33,943,629 for projects in the Capital Improvement Funds for the 2021-2022 Fiscal Year; (3) acknowledges that the General Fund is contributing \$1,520,000 of the \$33,943,629 Capital Improvement Plan Budget, and (4) authorizes the City Manager to place appropriations and estimated revenues in effect on July 1, 2021 and as shown in the FY 2021-2022 Capital Improvement Budget.

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I hereby certify that the foregoing resolution of the Council of the City of Richmond was duly passed and adopted at the regular meeting thereof held June 29, 2021 by the following vote:

**AYES:**

**NOES:**

**ABSTENTIONS:**

**ABSENT:**

\_\_\_\_\_  
Clerk of the City of Richmond  
(SEAL)

**Approved:**

\_\_\_\_\_  
Mayor

Approved as to form:

\_\_\_\_\_  
City Attorney

**City of Richmond  
Capital Improvement Projects  
FY2021-22 Budget**

	Gas Tax	RMRA SB1	Engineering Grants	Capital Outlay Fund	Measure C/J	Improvements Total
FUND	1002	1019	1054	2001	2002	
<b>Estimated Beginning Balance 07/01/2021</b>	730,894	1,715,705	(2,792,454)	6,474,610	37,336	<b>6,166,091</b>
<b>Revenues</b>						
Federal Grant Revenue						-
Other Grant Revenue						-
State and Local Taxes	2,820,234	2,158,437	480,910		4,522,685	9,982,266
State Grant Revenue			14,192,935			14,192,935
<b>Total Revenues</b>	<b>2,820,234</b>	<b>2,158,437</b>	<b>14,673,845</b>	-	<b>4,522,685</b>	<b>24,175,201</b>
<b>Expenditures</b>						
<b>Public Works Department</b>						
13TH STREET COMPLETE					795,154	795,154
37TH STREET IMPROVEMENTS		300,000				300,000
AMERICANS WITH DISABILITIES ACT (ADA) MISCELLANEOUS SIDEWALK REPAIRS					835,277	835,277
BOORMAN PARK REVITALIZATION			3,544,040			3,544,040
BRIDGE PREVENTIVE MAINTENANCE	248,340		1,876,395			2,124,735
CARLSON BLVD. CROSSTOWN CONNECTIONS AND IMPROVEMENTS		300,000	398,410			698,410
CASTRO RANCH ROAD		100,000				100,000
CUTTING BLVD. AND HARBOUR WAY SOUTH BIKEWAY		900,000	909,012	65,000		1,874,012
FIRE STATION 66 - GENDER SPECIFIC RESTROOM				85,326		85,326
GREENING THE YELLOW BRICK ROAD			1,609,719			1,609,719
HARBOUR 8 PARK EXPANSION			6,336,269			6,336,269
I-80 CENTRAL INTERCHANGE PHASE II					2,351,039	2,351,039
MARTIN LUTHER KING JR. CENTER				267,692		267,692
MEMBERSHIP DUES (West Contra Costa Transportation Advisory Committee and Contra Costa Transportation Authority)					140,000	140,000
S.F. BAY TRAIL PT. MOLATE				646,703		646,703
STREET AUDIT REPORT	4,000					4,000
STREET PAVING	2,567,894					2,567,894
STREET PAVING - SB1 - RICHMOND PARKWAY		558,457				558,457
SURFACE DRAINAGE					300,000	300,000
<b>Sub-Total - Public Works Department</b>	<b>2,820,234</b>	<b>2,158,457</b>	<b>14,673,845</b>	<b>1,064,721</b>	<b>4,421,470</b>	<b>25,138,727</b>

**City of Richmond  
Capital Improvement Projects  
FY2021-22 Budget**

	Gas Tax	RMRA SB1	Engineering Grants	Capital Outlay Fund	Measure C/J	Improvements Total
FUND	1002	1019	1054	2001	2002	
<b><u>Public Works Projects - Chevron Settlement Agreement 2018-19</u></b>						
AUDITORIUM UPGRADES (Main floor lighting, electrical & switch board upgrade, and remove curtains from stage area)				285,250		285,250
SHIELDS-REID COMMUNITY CENTER HVAC				370,000		370,000
<b>Sub-Total - Public Works Projects - Chevron Settlement Agreement 2018-19</b>	-		-	<b>655,250</b>	-	<b>655,250</b>
<b><u>Economic Development Department</u></b>						
SOLAR BIG BELLY TRASH COMPACTOR				428,683		428,683
<b>Sub-Total - Economic Development Department</b>	-		-	<b>428,683</b>	-	<b>428,683</b>
<b><u>Public Works - American Rescue Plan Act (ARPA) of 2021 and General Fund</u></b>						
ARPA Projects				2,000,000		2,000,000
General Fund Projects				1,520,000		1,520,000
<b>SUB-Total - ARPA and GF</b>				<b>3,520,000</b>	-	<b>3,520,000</b>
<b>Total Expenditures</b>	<b>2,820,234</b>	<b>2,158,457</b>	<b>14,673,845</b>	<b>5,668,654</b>	<b>4,421,470</b>	<b>29,742,660</b>
<b>Transfers in from:</b>						-
						-
						-
						-
Total transfers in	-	-	-	-	-	-
<b>Transfers out to:</b>						-
						-
Total transfers out	-		-	-	-	-
<b>Net transfers in/out</b>	-		-	-	-	-
<b>Net Surplus/Deficit</b>	-	<b>(20)</b>	-	<b>(5,668,654)</b>	<b>101,215</b>	<b>(5,567,459)</b>
<b>Projected Ending Balance 6/30/2022</b>	<b>730,894</b>	<b>1,715,685</b>	<b>(2,792,454)</b>	<b>805,956</b>	<b>138,551</b>	<b>598,632</b>

**City of Richmond  
Capital Improvement Projects  
FY2021-22 Budget**

	Asset Seizure	Outside Grants	Police Impact Fee	Fire Impact Fee	Rec/Aquatics Impact Fee	Improvements Total
FUND	<b>1004</b>	<b>1006</b>	<b>2114</b>	<b>2113</b>	<b>2115</b>	
<b>Estimated Beginning Balance 07/01/2021</b>	280,528	557,456	428,664	150,861	485,345	<b>1,902,854</b>
<b><u>Revenues</u></b>						
Federal Grant Revenue		131,967				131,967
Other Grant Revenue		440,112				440,112
State Grant Revenue		818,984				818,984
<b>Total Revenues</b>	-	<b>1,391,063</b>	-	-	-	<b>1,391,063</b>
<b><u>Expenditures</u></b>						
<b><u>City Manager Department</u></b>						
CITY MANAGER ADMIN EXPENSE STAFF COST - CAR MOBILITY		77,662				77,662
<b>Sub-Total City Manager</b>	-	<b>77,662</b>	-	-	-	<b>77,662</b>
<b><u>Police Department</u></b>						
POLICE - EQUIPMENT SERVICE/PATROL VEHICLE FOR CSI			41,000			41,000
POLICE - PROF & ADMIN/PROFESSIONAL SERVICES	3,000	249,613				252,613
POLICE - OTHER OPERATING/MISC CONTRIBUTION, VARIOUS SUPPLIES USED BY ASSET RECOVERY TEAM	11,500					11,500
POLICE - EQUIPMENT SERVICES/EQUIPMENT FOR SWAT AND TACTICAL TEAMS	40,000					40,000
POLICE - NON CAPITAL/ASSET CAPITAL - MOBILE COMPUTER EQUIPMENT AND OTHER MISC EQUIPMENT	165,000	44,809				209,809
POLICE - OTHER OPERATING		111,217				111,217
POLICE - EQUIPMENT SERVICES		30,000				30,000
<b>Sub-Total Police</b>	<b>219,500</b>	<b>435,639</b>	<b>41,000</b>	-	-	<b>696,139</b>
<b><u>Fire Department</u></b>						
FIRE - NON CAPITAL/REPLACE TURNOUT AND SAFETY EQUIPMENT AT END OF USEFUL LIFE				100,000		100,000
FIRE - PROF & ADMIN/EMPG FUNDS		20,000		26,762		46,762
<b>Sub-Total Fire</b>	-	<b>20,000</b>	-	<b>126,762</b>	-	<b>146,762</b>
<b><u>ONS Department</u></b>						
ONS - PROF & ADMIN CALVIP AND YOUTH REINVESTMENT		60,000				60,000
ONS - 2020-2023 CALVIP, EBCF FUNDING, KAISER GRANT AND EAST BAY COMMUNITY FOUNDATION		546,725				546,725
<b>Sub-Total ONS</b>		<b>606,725</b>	-	-	-	<b>606,725</b>
<b><u>Public Works Department</u></b>						
MARTIN LUTHER KING JR. (MLK) PARK TURF FIELD REPLACEMENT		250,000				250,000
<b>Sub-total Public Works Department</b>		<b>250,000</b>	-	-	-	<b>250,000</b>

**City of Richmond  
Capital Improvement Projects  
FY2021-22 Budget**

	Asset Seizure	Outside Grants	Police Impact Fee	Fire Impact Fee	Rec/Aquatics Impact Fee	Improvements Total
FUND	1004	1006	2114	2113	2115	
<b><u>Expenditures - continued</u></b>						
<b>Community Services Department</b>						
JOHN F. KENNEDY (JFK) SWIM CENTER BOILER					208,917	208,917
PROF & ADMIN/PROGRAM SUPPLIES		1,037				1,037
<b>Sub-Total Community Services</b>	-	<b>1,037</b>	-	-	<b>208,917</b>	<b>209,954</b>
<b>Total Expenditures</b>	<b>219,500</b>	<b>1,391,063</b>	<b>41,000</b>	<b>126,762</b>	<b>208,917</b>	<b>1,987,242</b>
<b>Transfers in from:</b>						
Total transfers in	-	-	-	-	-	-
<b>Transfers out to:</b>						
Total transfers out	-	-	-	-	-	-
<b>Net transfers in/out</b>	<b>-</b>			<b>-</b>		<b>-</b>
<b>Net Surplus/Deficit</b>	<b>(219,500)</b>	<b>-</b>	<b>(41,000)</b>	<b>(126,762)</b>	<b>(208,917)</b>	<b>(596,179)</b>
<b>Projected Ending Balance 6/30/2022</b>	<b>61,028</b>	<b>557,456</b>	<b>387,664</b>	<b>24,099</b>	<b>276,428</b>	<b>1,306,675</b>

**City of Richmond  
Capital Improvement Projects  
FY2021-22 Budget**

	Park Impact Fee	Traffic Impact Fee	Facility Open Space Impact Fee	Library Impact Fee	Storm Drainage Impact Fee	Wastewater Impact Fee	Improvements Total
FUND	2110	2111	2116	2117	2119	2120	
<b>Estimated Beginning Balance 07/01/2021</b>	168,075	930,679	2,890,074	1,650,158	680,451	1,334,573	<b>7,654,010</b>
<b><u>Revenues</u></b>							
Fees							-
<b>Total Revenues</b>	-	-	-	-	-	-	-
<b><u>Expenditures</u></b>							
<b><u>Public Works Department</u></b>							
JPA SPORTS FIELD AGREEMENT	15,000						15,000
LOCAL ROADWAY SAFETY PLAN		8,000					8,000
PT MOLATE BAY TRAIL			373,264				373,264
TRAFFIC SAFETY IMPROVEMENT		500,000					500,000
<b>Sub-total Public Works Department</b>	<b>15,000</b>	<b>508,000</b>	<b>373,264</b>	-	-	-	<b>896,264</b>
<b><u>Library &amp; Cultural Services Department</u></b>							
AMERICANS WITH DISABILITIES ACT (ADA) RAMP MAIN LIBRARY STAFF ENTRANCE				30,000			30,000
NON CAPITAL/COMPUTER HARDWARE & SOFTWARE, OTHER EQUIPMENT, AND FURNITURE				288,133			288,133
PROF & ADMIN/SOFTWARE UPGRADES, START UP COLLECTION BOOKS FOR BOOK VAN, MEDIA DVDS, AUDIO BOOKS AND PROMO ADS				205,200			205,200
<b>Sub-total - Library &amp; Cultural Services</b>	-	-	-	<b>523,333</b>	-	-	<b>523,333</b>
<b><u>Public Works - Wastewater</u></b>							
MANHOLE REHABILITATION						794,130	794,130
<b>Sub-total - Public Works Wastewater</b>						<b>794,130</b>	<b>794,130</b>
<b>Total Expenditures</b>	<b>15,000</b>	<b>508,000</b>	<b>373,264</b>	<b>523,333</b>	-	<b>794,130</b>	<b>2,213,727</b>
<b>Transfers out to:</b>							
Total transfers out	-	-	-	-	-	-	-
<b>Net transfers in/out</b>	-	-	-	-	-	-	-
<b>Net Surplus/Deficit</b>	<b>(15,000)</b>	<b>(508,000)</b>	<b>(373,264)</b>	<b>(523,333)</b>	-	<b>(794,130)</b>	<b>(2,213,727)</b>
<b>Projected Ending Balance 6/30/2022</b>	<b>153,075</b>	<b>422,679</b>	<b>2,516,810</b>	<b>1,126,825</b>	<b>680,451</b>	<b>540,443</b>	<b>5,440,283</b>

**City of Richmond  
Capital Improvement Projects  
FY2021-22 Budget**

	Harbor	Hilltop Impact Fee	Improvements Total
FUND	<b>2007</b>	<b>2118</b>	
<b>Estimated Beginning Balance 07/01/2021</b>	45,393	31,516	<b>15,799,864</b>
<b>Revenues</b>			
Interest			
Fees			
State and Local Taxes			
Other Revenue			
Uses of Money & Property			
<b>Total Revenues</b>		-	<b>25,566,264</b>
			-
<b>Total Expenditures</b>		-	<b>33,943,629</b>
<b>Transfers in from:</b>			
Total transfers in		-	-
<b>Transfers out to:</b>			
Total transfers out		-	-
<b>Net transfers in/out</b>		-	-
<b>Net Surplus/Deficit</b>		-	<b>(8,377,365)</b>
<b>Projected Ending Balance 6/30/2022</b>	<b>45,393</b>	<b>31,516</b>	<b>7,422,499</b>

**City of Richmond  
Capital Improvement Projects  
Enterprise, Internal Services, and Other Operations Funds  
FY2021-22 Budget**

	<b>Port</b>	<b>Wastewater</b>	<b>Marina</b>	<b>KCRT</b>	<b>Equipment</b>	<b>Total</b>
	<b>4001</b>	<b>4003</b>	<b>4005</b>	<b>4008</b>	<b>5003</b>	
<b>Estimated Beginning Balance 07/01/2021</b>	4,462,653	79,719,268	4,012,811	646,593	867,670	<b>89,708,995</b>
<b><u>Revenues</u></b>						
Fees		36,000		1,250,000		1,286,000
Fines & Forfeitures		2,000				2,000
Rental Income	10,370,957		450,000			10,820,957
Charges for Services		26,905,522			3,923,000	30,828,522
<b>Total Revenues</b>	<b>10,370,957</b>	<b>26,943,522</b>	<b>450,000</b>	<b>1,250,000</b>	<b>3,923,000</b>	<b>42,937,479</b>

**Expenditures**

<b><u>Port</u></b>						
POINT POTRERO MARINE TERMINAL (PPMT) BERTHS 7 & 8 VENTRIFICATION	150,000					150,000
POINT POTRERO MARINE TERMINAL (PPMT) ELECTRICAL SYSTEM	90,000					90,000
POINT POTRERO MARINE TERMINAL (PPMT) GRAVING BASIN WATER LINE	145,000					145,000
POINT POTRERO MARINE TERMINAL (PPMT) MACHINE SHOP	30,000					30,000
POINT POTRERO MARINE TERMINAL (PPMT) PAVEMENT REHABILITATION	160,000					160,000
TERMINAL 2 DOCK STUDY REPAIRS	225,000					225,000
Port Operations	7,252,364					7,252,364
<b>Sub-Total - Port Department</b>	<b>8,052,364</b>	-	-	-	-	<b>8,052,364</b>

**Water Resource Recovery - Wastewater**

DECLORINATION SODIUM BISULFITE TANK (SBS)	3,521,283					3,521,283
DORNAN DRIVE FORCE MAIN REHABILITATION	4,000,000					4,000,000
FERRY POINT DORNAN DRIVE PUMP STATION	3,500,000					3,500,000
FIRST STREET WET WEATHER	2,719,422					2,719,422
FLEET REPLACEMENT/OTHER EQUIPMENT	1,570,000					1,570,000
GRIT AND AERATION REPLACEMENT	34,314,184					34,314,184
KELLER BEACH FEASIBILITY STUDY	500,000					500,000

**City of Richmond  
Capital Improvement Projects  
Enterprise, Internal Services, and Other Operations Funds  
FY2021-22 Budget**

	<b>Port</b>	<b>Wastewater</b>	<b>Marina</b>	<b>KCRT</b>	<b>Equipment</b>	<b>Total</b>
	<b>4001</b>	<b>4003</b>	<b>4005</b>	<b>4008</b>	<b>5003</b>	
<b><u>Water Resource Recovery - Wastewater - Continued</u></b>						
MARINA BAY PARKWAY FORCE MAIN RELOCATION		491,666				491,666
SANITARY SEWER REPAIRS		4,000,000				4,000,000
SUPERVISORY CONTROL AND DATA ACQUISITION (SCADA) UPGRADES		292,337				292,337
WASTEWATER TREATMENT PLANT (WWTP) CO-GENERATION		1,500,000				1,500,000
WWTP SEISMIC RETROFITS - PHASE II		250,000				250,000
WWTP SLUDGE THICKENER		1,500,000				1,500,000
Wastewater Operations		21,860,121				21,860,121
<b>Sub-Total - Water Resource Recovery - Wastewater Departm</b>	-	<b>80,019,013</b>		-	-	<b>80,019,013</b>
<b><u>Public Works</u></b>						
AREA FM CAP			946,161			946,161
Marina Operations			206,815			206,815
<b>Sub-Total - Public Works</b>	-	-	<b>1,152,976</b>	-	-	<b>1,152,976</b>
<b><u>KCRT</u></b>						
ENIGNIERING (Microwave Transmission & Playback System)				220,000		220,000
KCRT Operations				842,055		842,055
<b>Sub-Total - KCRT</b>	-	-		<b>1,062,055</b>	-	<b>1,062,055</b>
<b><u>Equipment Services</u></b>						
FIRE VEHICLES					900,000	900,000
OTHER CITY VEHICLES					688,000	688,000
POLICE VEHICLES					648,000	648,000
Equipment Services - Debt Service - Fire					326,018	326,018
<b>Sub-total - Equipment Services</b>	-	-			<b>2,562,018</b>	<b>2,562,018</b>
<b><u>Information Technology</u></b>						
DESKTOP REFRESH					100,000	100,000
<b>Sub-total - Information Technology</b>					<b>100,000</b>	<b>100,000</b>
<b>Total Expenditures</b>	<b>8,052,364</b>	<b>80,019,013</b>	<b>1,152,976</b>	<b>1,062,055</b>	<b>2,662,018</b>	<b>92,948,426</b>
<b>Transfers in from:</b>						
General Fund for Equipment					100,000	100,000
General Fund for Debt Service					326,018	326,018
Total transfers in	-	-			426,018	426,018

**City of Richmond  
Capital Improvement Projects  
Enterprise, Internal Services, and Other Operations Funds  
FY2021-22 Budget**

	<b>Port</b>	<b>Wastewater</b>	<b>Marina</b>	<b>KCRT</b>	<b>Equipment</b>	<b>Total</b>
	<b>4001</b>	<b>4003</b>	<b>4005</b>	<b>4008</b>	<b>5003</b>	
<b>Transfers out to:</b>						
General Fund			86,778			86,778
Total transfers out	-	-	86,778	-	-	86,778
<b>Net transfers in/out</b>	-	-	<b>(86,778)</b>	-	<b>426,018</b>	<b>339,240</b>
<b>Net Surplus/Deficit</b>	<b>2,318,593</b>	<b>(53,075,491)</b>	<b>(789,754)</b>	<b>187,945</b>	<b>1,687,000</b>	<b>(49,671,708)</b>
<b>Projected Ending Balance 6/30/2022</b>	<b>6,781,246</b>	<b>26,643,777</b>	<b>3,223,057</b>	<b>834,538</b>	<b>2,554,670</b>	<b>40,037,287</b>

City of Richmond  
 Capital Improvement Projects  
 Housing Department and Other Operations Funds  
 FY2020-21 Budget

	CDBG	ECIA	ARPA	Total
<b>Estimated Beginning Balance 07/01/2020</b>	<b>1201</b> 1,206,685	<b>1017</b> 19,940,458	<b>NEW</b> -	<b>21,147,143</b>
<b><u>Revenues</u></b>				
<b><u>Interest</u></b>				
Interest and Investment Income	21,575			21,575
Federal Grants				-
State Grants				-
Other Grants		58,000		58,000
Loan/Bond Proceeds	228,195			228,195
<b>Total Revenues</b>	<b>249,770</b>	<b>58,000</b>	<b>-</b>	<b>307,770</b>
<b><u>Expenditures</u></b>				
<b><u>Public Workss Department</u></b>				
YELLOW BRICK ROAD		1,512,678		1,512,678
ECIA Operations		271,800		271,800
<b>Sub-Total - Public Works Department</b>		<b>1,784,478</b>	<b>-</b>	<b>1,784,478</b>
<b><u>Community Services Capital</u></b>				
AMERICANS WITH DISABILITIES ACT (ADA) BOOKER T. ANDERSON (BTA)	450,000			450,000
AMERICANS WITH DISABILITIES ACT (ADA) PARCHESTER CENTER	469,000			469,000
CDBG Operations	46,463			46,463
<b>Sub-Total - Community Services Department Capital</b>	<b>965,463</b>	<b>-</b>	<b>-</b>	<b>965,463</b>
<b>Total Expenditures</b>	<b>965,463</b>	<b>1,784,478</b>	<b>-</b>	<b>2,749,941</b>

**City of Richmond**  
**Capital Improvement Projects**  
**Housing Department and Other Operations Funds**  
**FY2020-21 Budget**

	<b>CDBG</b>	<b>ECIA</b>	<b>ARPA</b>	<b>Total</b>
	<b>1201</b>	<b>1017</b>	<b>NEW</b>	
<b>Transfers in from:</b>				-
				-
Total transfers in	-		-	-
<b>Transfers out to:</b>				
Other Operations				-
Total transfers out	-	-	-	-
<b>Net transfers in/out</b>	-	-	-	-
<b>Net Surplus/Deficit</b>	<b>(715,693)</b>	<b>(1,726,478)</b>	-	<b>(2,442,171)</b>
<b>Projected Ending Balance 6/30/2021</b>	<b>490,992</b>	<b>18,213,981</b>	-	<b>18,704,972</b>

**City of Richmond**

**Capital Unfunded Request FY2021/22 to FY2025/26**

Project Title	Proposed FY2021-22	Proposed FY2022-23	Proposed FY2023-24	Proposed FY2024-25	Proposed FY2025-26	*Fiscal Year Not Yet Assigned	Total
<b>Public Works Department</b>							
Crosswalk Improvements		\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000		\$ 600,000
Fairmede Soccer Field		\$ 45,000	\$ 217,500				\$ 262,500
Martin Luther King (MLK) Jr. Community Center			\$ 1,000,000	\$ 13,000,000			\$ 14,000,000
Playground restorations citywide			\$ 500,000	\$ 500,000			\$ 1,000,000
Pullman Neighborhood Park Additions		\$ 105,000	\$ 125,000				\$ 230,000
Street Sweeping Signs at Richmond Annex		\$ 250,000					\$ 250,000
Wendell Park Renovations		\$ 2,000,000					\$ 2,000,000
Corporation Yard Facility Relocate			\$ 10,000,000				\$ 10,000,000
Replace two existing 2000 gls Fuel Tanks		\$ 250,000					\$ 250,000
Corporation Yard . roof replacement building/B		\$ 350,000					\$ 350,000
Art Center . Upgrade existing HVAC/system						\$ 500,000	\$ 500,000
Richmond Transit Center . Roof/Repairs						\$ 250,000	\$ 250,000
ADA Ramps . ADA/Ramps						\$ 2,000,000	\$ 2,000,000
Pedestrian Signal . Install Pedestrian/Signals						\$ 2,000,000	\$ 2,000,000
Marina Park . Park lighting LED/conversion						\$ 1,500,000	\$ 1,500,000
Nicholl Park . Park lighting system/upgrade						\$ 2,000,000	\$ 2,000,000
Nicholl Park . Upgrade existing lighting/system						\$ 3,000,000	\$ 3,000,000
Traffic Signals LED light repla. . Replace traffic signal LED/lights						\$ 250,000	\$ 250,000
Corporation Yard . yr equipment replacement/thru 2026						\$ 20,000,000	\$ 20,000,000
Corporation Yard . replacement of fence greenway/only						\$ 135,000	\$ 135,000
Corporation Yard . two additional heavy duty/lifts						\$ 65,000	\$ 65,000
ADA Facilities needs . ADA Improvements/priorities 1,2,3						\$ 10,000,000	\$ 10,000,000
<b>Unfunded Public Works - Total</b>	<b>\$ -</b>	<b>\$ 3,150,000</b>	<b>\$ 11,992,500</b>	<b>\$ 13,650,000</b>	<b>\$ 150,000</b>	<b>\$ 41,700,000</b>	<b>\$ 70,642,500</b>

<b>Police Department</b>							
New Police Facility		\$ 2,000,000	\$ 78,000,000				\$ 80,000,000
<b>Unfunded Police Department - Total</b>	<b>\$ -</b>	<b>\$ 2,000,000</b>	<b>\$ 78,000,000</b>	<b>\$ -</b>			<b>\$ 80,000,000</b>

**City of Richmond**

**Capital Unfunded Request FY2021/22 to FY2025/26**

Project Title	Proposed FY2021-22	Proposed FY2022-23	Proposed FY2023-24	Proposed FY2024-25	Proposed FY2025-26	*Fiscal Year Not Yet Assigned	Total
<b>Fire Department</b>							
Fire Station 66 Gender Specific Restroom		\$ 600,000					\$ 600,000
Replace Station 66			\$ 8,000,000				\$ 8,000,000
Replace Station 67			\$ 8,000,000				\$ 8,000,000
Training Tower at New Facility				\$ 800,000			\$ 800,000
<b>Unfunded Fire Department - Total</b>	<b>\$ -</b>	<b>\$ 600,000</b>	<b>\$ 16,000,000</b>	<b>\$ 800,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 17,400,000</b>

<b>Library Department</b>							
Architectural Design of New Library			\$ 2,790,000				\$ 2,790,000
Community Room Entrance		\$ 45,000					\$ 45,000
Configure Manager's Office Upstairs		\$ 35,000					\$ 35,000
Heating and Cooling System		\$ 100,000					\$ 100,000
Main Library Floor		\$ 600,000					\$ 600,000
Main Library Reading Room Updates - Lighting		\$ 100,000					\$ 100,000
New Library				\$ 23,500,000	\$ 23,500,000		\$ 47,000,000
Outside Book Return Bins		\$ 45,000					\$ 45,000
Replace/Upgrade Elevator		\$ 450,000					\$ 450,000
Main Library Staff Entrance Ramp . Employee's Entrance ADA/Ramp						\$ 350,000	\$ 350,000
Main Library . Replace existing/Elevator						\$ 400,000	\$ 400,000
<b>Unfunded Library Department - Total</b>	<b>\$ -</b>	<b>\$ 1,375,000</b>	<b>\$ 2,790,000</b>	<b>\$ 23,500,000</b>	<b>\$ 23,500,000</b>	<b>\$ 750,000</b>	<b>\$ 51,915,000</b>

<b>Community Services Department</b>							
Auditorium Lighting System on Stage		\$ 1,500,000					\$ 1,500,000
Parchester Community Center Roof Replacement		\$ 250,000					\$ 250,000
Replace Windows at the Recreation Complex (energy efficient)		\$ 65,000					\$ 65,000
Auditorium . Replace Asbestos Fire/Curtains						\$ 500,000	\$ 500,000
Auditorium . Auditorium Hallways Lighting/Improvement						\$ 750,000	\$ 750,000
Shields Reid Community Center . HVAC/Improvements						\$ 500,000	\$ 500,000
Equipment Services . ADA/Improvements						\$ 500,000	\$ 500,000
Parks Citywide . Playground/Restorations						\$ 2,000,000	\$ 2,000,000
<b>Unfunded Community Services Department - Total</b>	<b>\$ -</b>	<b>\$ 1,815,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,250,000</b>	<b>\$ 6,065,000</b>

**City of Richmond**

**Capital Unfunded Request FY2021/22 to FY2025/26**

Project Title	Proposed FY2021-22	Proposed FY2022-23	Proposed FY2023-24	Proposed FY2024-25	Proposed FY2025-26	*Fiscal Year Not Yet Assigned	Total
<b>Employment &amp; Training Department</b>							
Starlight Building Civic Center Employment and Training Roof		\$ 300,000					\$ 300,000
<b>Unfunded Employment &amp; Training Department -</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 300,000</b>
<b>Information Technology Department</b>							
Broadband Accessibility Project		\$ 500,000					\$ 500,000
Computer Replacement/Upgrades		\$ 1,473,333	\$ 1,473,333	\$ 1,473,333			\$ 4,420,000
Fiber Expansion		\$ 1,200,000	\$ 600,000	\$ 600,000	\$ 600,000		\$ 3,000,000
<b>Unfunded Information Technology Department -</b>	<b>\$ -</b>	<b>\$ 3,173,333</b>	<b>\$ 2,073,333</b>	<b>\$ 2,073,333</b>	<b>\$ 600,000</b>	<b>\$ -</b>	<b>\$ 7,920,000</b>
<b>City Attorney Department</b>							
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
<b>Unfunded City Attorney Department - Total</b>	<b>\$ -</b>	<b>\$ 811,429</b>	<b>\$ 811,429</b>	<b>\$ 175,176</b>	<b>\$ 811,429</b>		<b>\$ 2,609,464</b>
<b>Unfunded Request - Total</b>	<b>\$ -</b>	<b>\$ 13,224,763</b>	<b>\$ 111,667,263</b>	<b>\$ 40,198,509</b>	<b>\$ 25,061,429</b>	<b>\$ 46,700,000</b>	<b>\$ 236,851,964</b>

\*Assigned by new Public Works Director, budget year not yet determined.

## Community Services-25



**Youth Participants  
Helping in the Park**



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



**Special Events**

**Mission:** To improve 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 primary function of the Community Service Department is to provide recreation programs and services for all ages and abilities at community centers and parks.

Clean, functional, safe and attractive facilities 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.

There are 11 community centers, two aquatics facilities, and one auditorium. We provide programs in youth sports, youth activities, aquatics, special events, and adult activities. Additionally, facilities 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.

# Community Services-25

**Plan Highlights:**

**Americans with Disabilities Act (ADA) – Booker T. Anderson Center**

Project Cost: \$450,000  
Funding Source: CDBG

ADA Improvements throughout the facility – mandated by state law.

**Americans with Disabilities Act (ADA) – Parchester Community Center**

Project Cost: \$469,000  
Funding Source: CDBG

ADA Improvements throughout the facility – mandated by state law.

**Auditorium Convention Center Upgrades**

Project Cost: \$285,250  
Funding Source: General Capital Fund

This project includes making upgrades to: the main floor lighting, electrical and switch board, and remove fire curtain from the stage area.

**John F. Kennedy (JFK) Swim Center Boiler**

Project Cost: \$208,917  
Funding Source: Recreation/Aquatics Impact Fee

Replace boiler at the Swim Center as it is no longer repairable.

## Community Services Department-25 CIP Overview

### TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2020-21 Adopted	FY2020-21 Actual 3/31/2021	FY2021-22 Proposed	FY2022-23 Proposed	FY2023-24 Proposed	FY2024-25 Proposed	FY2025-26 Proposed	5 Year Total
<b>SOURCES BY FUND</b>								
Outside Grant-1006	71,200	4,412	-					-
Housing-1201	834,672	13,650	919,000					919,000
General Capital-2001	1,018,223	366,296	655,250					655,250
Community/Aquatics Impact Fee-2115	424,020	202,629	208,917					208,917
<b>TOTAL SOURCES BY FUND</b>	<b>2,348,115</b>	<b>586,987</b>	<b>1,783,167</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,783,167</b>
<b>USES BY PROJECT</b>								
American with Disabilities Act (ADA) Booker T. Anderson Community Center			450,000					450,000
American with Disabilities Act (ADA) Parchester Community Center	650,000	13,650	469,000					469,000
American with Disabilities Act (ADA) Shields-Reid Community Center	184,672							-
Auditorium Convention Center Upgrades	392,250	73,500	285,250					285,250
Developing Personal Resources Center (DPRC) Replace Roof	279,993	190,729						-
John F. Kennedy (JFK) Swim Center Boiler	400,000	143,844	208,917					208,917
Nevin Community Center Heating Ventilation and Air Conditioning (HVAC) Upgrade	150,000		370,000					370,000
Recreation Complex HVAC System	120,000							-
Recreation Complex Roof Replacement		38,176						-
Recreation Complex Social Hall Repair and Paint	71,200	4,412						-
Richmond Senior Center Roof Replacement		122,676						-
Shields-Reid Community Center HVAC Upgrade	100,000							-
<b>TOTAL USES BY PROJECT</b>	<b>2,348,115</b>	<b>586,987</b>	<b>1,783,167</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,783,167</b>
<b>USES BY ORG CODE</b>								
Outside Grant-10651051	71,200	4,412	-	-	-	-	-	-
Housing-12138962	834,672	13,650	919,000	-	-	-	-	919,000
General Capital - Recreation-20151051	1,018,223	366,296	655,250	-	-	-	-	655,250
Community/Aquatics Impact Fee-21551051	424,020	202,629	208,917	-	-	-	-	208,917
<b>TOTAL USES BY ORG CODE</b>	<b>2,348,115</b>	<b>586,987</b>	<b>1,783,167</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,783,167</b>

### FY2021-22 to FY2025-26 Capital Improvement Plan

**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	Americans with Disabilities Act (ADA) Improvements Booker T Anderson Center	
<b>Project Manager:</b>	Joe Leach	
<b>Department Responsible:</b>	Community Services	
<b>Project Description:</b>	ADA Improvements.	
	Project ID: 00B01 Project Location: 960 S. 47th Street Planning and Design: \$ - Construction: \$ 450,000 Equipment: \$ - Contingency/Other: \$ - <b>FY2021-22 Total: \$ 450,000</b>	
	Estimated Start Date: 7/1/2021 Estimated Completion Date: 12/31/2023	
<b>Justification:</b>	Mandated by State law.	

Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2026	Total
1201 CDBG	\$ -	\$ 450,000					\$ 450,000
<b>Total</b>	<b>\$ -</b>	<b>\$ 450,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 450,000</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	Americans with Disabilities Act (ADA) Improvements Parchester Center	
<b>Project Manager:</b>	Joe Leach	
<b>Department Responsible:</b>	Community Services	
<b>Project Description:</b>	ADA Improvements.	
	Project ID: 03F06 Project Location: 900 Williams Avenue Planning and Design: \$ - Construction: \$ 469,000 Equipment: \$ - Contingency/Other: \$ - <b>FY2021-22 Total: \$ 469,000</b>	
	Estimated Start Date: 7/1/2018 Estimated Completion Date: 12/31/2021	
<b>Justification:</b>	Mandated by State law.	

Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2026	Total
1201 CDBG	\$ 13,650	\$ 469,000					\$ 482,650
<b>Total</b>	<b>\$ 13,650</b>	<b>\$ 469,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 482,650</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	Auditorium Convention Center Upgrades	
<b>Project Manager:</b>	Joe Leach	
<b>Department Responsible:</b>	Community Services	
<b>Project Description:</b>	This project includes making upgrades to: the main floor lighting, electrical and switch board, and remove fire curtain from the stage area.	
	Project ID:	CSA20
	Project Location:	403 Civic Center Plaza
	Planning and Design:	\$ -
	Construction:	\$ 285,250
	Equipment:	\$ -
	Contingency/Other:	\$ -
<b>FY2020-21 Total:</b>	<b>\$ 285,250</b>	
Estimated Start Date:	7/1/2018	
Estimated Completion Date:	12/31/2022	
<b>Justification:</b>	This project is needed to comply with safety standards and allow for increased rental revenue.	



Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2026	Total
1201 CDBG	\$ 1,157,970						\$ 1,157,970
2001 General Capital	\$ 325,155	\$ 285,250					\$ 610,405
<b>Total</b>	<b>\$ 1,483,125</b>	<b>\$ 285,250</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,768,375</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	John F. Kennedy Swim Center	
<b>Project Manager:</b>	Joe Leach	
<b>Department Responsible:</b>	Community Services	
<b>Project Description:</b>	<p>Replace boiler at the Kennedy Swim Center, it is no longer repairable.</p> <p>Project ID: 00A02  Project Location: 4300 Cutting Blvd.  Planning and Design: \$ -  Construction: \$ -  Equipment: \$ -  Contingency/Other: \$ 208,917  <b>FY2021-22Total: \$ 208,917</b></p>	
	Estimated Start Date: 7/1/2019	
	Estimated Completion Date: 6/30/2022	
<b>Justification:</b>	The boiler is no longer repairable and is necessary to operate the pool.	

Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2026	Total
2001 General Capital	\$ 9,200						\$ 9,200
2115 Community/Aquatics Impact Fee	\$ 546,375	\$ 208,917					\$ 755,292
<b>Total</b>	<b>\$ 555,575</b>	<b>\$ 208,917</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 764,492</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ 4,000</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	Shields Reid Center Heating Ventilation and Air Conditioning (HVAC) Upgrade	
<b>Project Manager:</b>	Joe Leach	
<b>Department Responsible:</b>	Community Services	
<b>Project Description:</b>	Upgrade existing HVAC System.	
	Project ID: CSA27 Project Location: 1410 Kelsey Street Planning and Design: \$ - Construction: \$ 370,000 Equipment: \$ - Contingency/Other: \$ - <b>FY2021-22 Total: \$ 370,000</b>	
	Estimated Start Date: 7/1/2019 Estimated Completion Date: 6/30/2022	
<b>Justification:</b>		

Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2026	Total
2001 General Capital		\$ 370,000					\$ 370,000
<b>Total</b>	\$ -	<b>\$ 370,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 370,000</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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# Information Technology 26 – KCRT Cable TV Division

## Mission

To “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 for 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

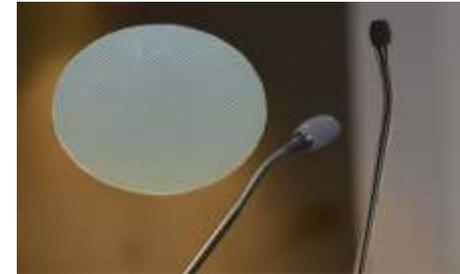
Using KCRT, KCOR, the City’s Traffic Information & Safety (TIS) AM radio station, and KCRT.com’s video streaming for the web, the Cable Television Division disseminates public information and emergency information from the Emergency Operations Center (EOC) during times of crisis or disaster.

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 PowerPoint 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 Cable Franchise Fees and the PEG (Public-Education-Government) Access Pass-Thru.



Chambers Audio System



Media Center Upgrade



Playback Control System

## Information Technology 26 – KCRT Cable TV Division

### Plan Highlight

#### Engineering – Microwave Transmission and Playback Control System

Replace Playback system for TV channel, including new server and monitors.

Project Cost: \$220,000  
Funding Source: Cable  
Franchise Fees

## Information Technology-26

### KCRT Cable Television CIP Overview

#### TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2019-20 Adopted	FY2019-20 Actual 3/31/2020	FY2020-21 Adopted	FY2020-21 Actual 3/31/2021	FY2021-22 Proposed	FY2022-23 Proposed	FY2023-24 Proposed	FY2024-25 Proposed	5 Year Total
<b>SOURCES BY FUND</b>									
Information Technology/KCRT-4008	40,000		220,000		-	-			220,000
<b>TOTAL SOURCES BY FUND</b>	<b>40,000</b>		<b>220,000</b>		<b>-</b>	<b>-</b>	<b>-</b>		<b>220,000</b>
<b>USES BY PROJECT</b>									
Engineering; (Microwave Transmission & Playback System)	40,000		220,000		-	-			220,000
<b>TOTAL USES BY PROJECT</b>	<b>40,000</b>		<b>220,000</b>		<b>-</b>	<b>-</b>	<b>-</b>		<b>220,000</b>
<b>USES BY ORG CODE</b>									
KCRT Cable TV-40864281	40,000		220,000		-	-			220,000
<b>TOTAL USES BY ORG CODE</b>	<b>40,000</b>		<b>220,000</b>		<b>-</b>	<b>-</b>	<b>-</b>		<b>220,000</b>

## FY2021-22 to FY2025-26 Capital Improvement Plan

**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	Engineering (Playback Control System)	
<b>Project Manager:</b>	Sue Hartman	
<b>Department Responsible:</b>	Information Technology - KCRT	
<b>Project Description:</b>	Replace Playback system for TV channel, including new server and monitors.	
	Project ID:	06F03
	Project Location:	Civic Center Plaza
	Planning and Design:	\$ -
	Construction:	\$ -
	Equipment:	\$ 220,000
	Contingency/Other:	\$ -
	<b>FY2021-22 Total:</b>	<b>\$ 220,000</b>
Estimated Start Date:	7/1/2020	
Estimated Completion Date:	6/30/2022	
<b>Justification:</b>	To improve media broadcasting internally and externally with the option of true HD in compliance with current Americans with Disabilities Act (ADA) standards.	



Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2026	Total
4008 KCRT		\$ 220,000					\$ 220,000
<b>Total</b>	<b>\$ -</b>	<b>\$ 220,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 220,000</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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# Public Works 23 - Equipment Services Division

## Mission

To establish and maintain delivery of fleet services by departments with safe, reliable, economical, 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.

## Plan Highlight

### Vehicle and Equipment Replacement

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.



Fleet Maintenance  
Equipment



Street Sweeper

Project Cost: \$11,871,228 over next 5 years

Funding Source: Equipment Services – Replacement Fund

## Public Works Department-23

### Equipment Services CIP Overview

#### TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2020-21 Adopted	FY2020-21 Actual 3/31/2021	FY2021-22 Proposed	FY2022-23 Proposed	FY2023-24 Proposed	FY2024-25 Proposed	FY2025-26 Proposed	5 Year Total
<b>SOURCES BY FUND</b>								
DIMO Equipment Services-5003	1,660,000	1,922,011	2,236,000	2,303,080	2,372,172	2,443,338	2,516,638	11,871,228
<b>TOTAL SOURCES BY FUND</b>	<b>1,660,000</b>	<b>1,922,011</b>	<b>2,236,000</b>	<b>2,303,080</b>	<b>2,372,172</b>	<b>2,443,338</b>	<b>2,516,638</b>	<b>11,871,228</b>

#### USES BY PROJECT

Fire Vehicles - 03A04	150,000	1,346,113	900,000	927,000	954,810	983,454	1,012,958	4,778,222
Other City Equipment - 03D04				-	-	-	-	-
Other City Vehicles - 03C04	630,000	30,249	648,000	667,440	687,463	708,087	729,330	3,440,320
Police Vehicles - 03B04	880,000	545,649	688,000	708,640	729,899	751,796	774,350	3,652,685
<b>TOTAL USES BY PROJECT</b>	<b>1,660,000</b>	<b>1,922,011</b>	<b>2,236,000</b>	<b>2,303,080</b>	<b>2,372,172</b>	<b>2,443,338</b>	<b>2,516,638</b>	<b>11,871,228</b>

#### USES BY ORG CODE

DIMO Equipment Services-50336031	1,660,000	1,922,011	2,236,000	2,303,080	2,372,172	2,443,338	2,516,638	11,871,228
<b>TOTAL USES BY ORG CODE</b>	<b>1,660,000</b>	<b>1,922,011</b>	<b>2,236,000</b>	<b>2,303,080</b>	<b>2,372,172</b>	<b>2,443,338</b>	<b>2,516,638</b>	<b>11,871,228</b>

## FY2021-22 to FY2025-26 Capital Improvement Plan

**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	Fleet Replacement		
<b>Project Manager:</b>	Dee Karnes		
<b>Department Responsible:</b>	Public Works - Equipment Services		
<b>Project Description:</b>	Fire Vehicles - 03A04 - \$900,000 Other City Vehicles - 03C04 - \$648,000 Police Vehicles - 03B04 - \$688,000  Project Location: 6 13th Street Planning and Design: \$ - Construction: \$ - Equipment: \$ 2,236,000 Contingency/Other: \$ - <b>FY2021-22 Total: \$ 2,236,000</b> Estimated Start Date: 7/1/2015 Estimated Completion Date: Ongoing		



**Justification:** The City's vehicles 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.

Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2026	Total
5003 Equipment Services	Ongoing	\$ 2,236,000	\$ 2,303,080	\$ 2,372,172	\$ 2,443,338	\$ 2,516,638	\$ 11,871,228
<b>Total</b>	<b>\$ -</b>	<b>\$ 2,236,000</b>	<b>\$ 2,303,080</b>	<b>\$ 2,372,172</b>	<b>\$ 2,443,338</b>	<b>\$ 2,516,638</b>	<b>\$ 11,871,228</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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# Office of the City Manager 23

## Mission

To implement 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.

The City Manager's Office performs specific operational responsibilities in the following areas:

- Council-directed the development of special projects.
- Community and economic development.
- Environmental and Community Investment Agreement (ECIA) Program development and oversight.
- Environmental initiatives.
- Health in all policies.
- Policy and program development.
- Resident and business issues resolution.
- Transportation and transit connectivity.



## Plan Highlight

### Solar Big Belly Trash Compactor

This project will install solar compacting trash and recycling receptacles in city parks and public right-of-ways. The solar compacting receptacles will improve solid waste and recycling capacity, prevent litter debris, decrease Greenhouse Gas (GHG) emissions, and support the City's waste reduction goals.



Solar Big Belly Trash Compactor

Project Cost: \$428,683

Funding Source:  
General Capital

# City Manager's Office, Economic Development-36

The main objective of this Capital Improvement Plan (CIP) is to establish and implement a long-term investment plan for infrastructure improvements, and development and maintenance of Port facilities.

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
- Environmental Stewardship
- Contractual Obligation

## Plan Highlights:

### Terminal 2 Dock Repair Study

This project will complete a structural assessment of the Terminal 2 dock to provide recommendations for repair.

### Point Potrero Marine Terminal (PPMT) Electrical System

The existing area lighting for the Point Potrero Marine Terminal installed in 2004 and 2011 requires a new control system to better manage the facility and reduce energy consumption.



Port of Richmond

Project Cost: \$225,000

Funding Source: Port Revenue

Project Cost: \$90,000

Funding Source: Port Revenue

# City Manager's Office, Economic Development-36 CIP Overview

## TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2020-21 Adopted	FY2020-21 Actuals 3/31/2021	FY2021-22 Proposed	FY2022-23 Proposed	FY2023-24 Proposed	FY2024-25 Proposed	FY2025-26 Proposed	Total
<b>SOURCES BY FUND</b>								
General Capital-2001	125,408	-	428,683	-	-	-	-	428,683
<b>TOTAL SOURCE BY FUND</b>	<b>125,408</b>	<b>-</b>	<b>428,683</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>428,683</b>

## USES BY PROJECT

Solar Big Belly Trash Compactor	125,408	-	428,683	-	-	-	-	428,683
<b>TOTAL USES BY PROJECT</b>	<b>125,408</b>	<b>-</b>	<b>428,683</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>428,683</b>

## USES BY ORG CODE

General Capital-20161031	125,408	-	428,683	-	-	-	-	428,683
<b>TOTAL USES BY ORG CODE</b>	<b>125,408</b>	<b>-</b>	<b>428,683</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>428,683</b>

## FY2021-22 to FY2025-26 Capital Improvement Plan

**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	Solar Big Belly Trash Compactor	
<b>Project Manager:</b>	Samantha Carr	
<b>Department Responsible:</b>	Economic Development	
<b>Project Description:</b>	This project will increase recycling rates for the city, redeploy staff to high-need areas, decrease gas expenses, and prevent litter. This project aims to replace city park trash bins with solar compacting trash and recycling receptacles.	
	Project ID:	13002
	Project Location:	Downtown Richmond and City Parks
	Planning and Design:	\$ -
	Construction:	\$ -
	Equipment:	\$ 428,683
	Contingency/Other:	\$ -
<b>FY2021-22 Total:</b>	<b>\$ 428,683</b>	
Estimated Start Date:	7/1/2017	
Estimated Completion Date:	6/30/2022	
<b>Justification:</b>	On December 16, 2015, the City of Richmond received a \$2.1 million dollar disbursement from the West Contra Costa Integrated Waste Management Authority (Recycle More) to support recycling efforts and fund impacts caused by solid waste collection and processing. The funding must be spent on initiatives that support recycling programs and have direct nexus with RecycleMore rates. In addition, solar compactors will provide flexibility to enable the Parks division to redeploy personnel to high need locations including the Richmond Greenway and Dr. Martin Luther King Jr. Park.	



Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2026	Total
2001 General Capital	\$ 585,026	\$ 428,683					\$ 1,013,709
<b>Total</b>	<b>\$ 585,026</b>	<b>\$ 428,683</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,013,709</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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## Port Operations Department-28

### TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2020-21 Adopted	FY2020-21 Actual 3/31/2021	FY2021-22 Proposed	FY2022-23 Proposed	FY2023-24 Proposed	FY2024-25 Proposed	FY2025-26 Proposed	5 Year Total
<b>SOURCES BY FUND</b>								
Port Operations CIP Division-4001	825,000	184,034	800,000	-	-	-	-	1,809,034
<b>TOTAL SOURCES BY FUND</b>	<b>825,000</b>	<b>184,034</b>	<b>800,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>800,000</b>
<b>USES BY PROJECT</b>								
Point Potrero Marine Terminal (PPMT) Dock Repair/Study/Removal	75,000							-
Point Potrero Marine Terminal (PPMT) Lighting	245,000							-
Point Potrero Marine Terminal Berths 7 and 8 Ventrification			150,000					150,000
Point Potrero Marine Terminal Electrical System			90,000					90,000
Point Potrero Marine Terminal Graving Basin Water Line			145,000					145,000
Point Potrero Marine Terminal Improvements - Meters and Rehabilitation	205,000							-
Point Potrero Marine Terminal Machine Shop			30,000					30,000
Point Potrero Marine Terminal Pavement Rehabilitation			160,000					160,000
Terminal 2 - Dredging Planning	175,000	174,089						-
Terminal 2 Dock Study/Repair			225,000					225,000
Terminal 3 - Security Improvements	125,000	9,945						-
<b>TOTAL USES BY PROJECT</b>	<b>825,000</b>	<b>184,034</b>	<b>800,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>800,000</b>
<b>USES BY ORG CODE</b>								
Port Operations CIP Division-40183080	825,000	184,034	800,000	-	-	-	-	800,000
<b>TOTAL USES BY ORG CODE</b>	<b>825,000</b>	<b>184,034</b>	<b>800,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>800,000</b>

## FY2021-22 to FY2025-26 Capital Improvement Plan

**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	Point Potrero Marine Terminal (PPMT) Berth 7 and 8 Ventrification	
<b>Project Manager:</b>	Shasa Curl	
<b>Department Responsible:</b>	Port of Richmond	
<b>Project Description:</b>	<p>This project will investigate the condition and capacity of berths 7 and 8.</p> <p>Project ID: 08A02            Project Location: 1301 Canal Blvd.            Planning and Design: \$ -            Construction: \$ 150,000            Equipment: \$ -            Contingency/Other: \$ -  <b>FY2021-22 Total: \$ 150,000</b></p>	
	Estimated Start Date: 10/1/2021	
	Estimated Completion Date: 3/1/2022	

**Justification:** Maintaining the facility in a serviceable condition is a requirement of the Port's lease with its tenants. This investment will preserve an existing asset and will ensure a source of rental revenue.

<b>Project Funding</b>	<b>Prior</b>	<b>FY2022</b>	<b>FY2023</b>	<b>FY2024</b>	<b>FY2025</b>	<b>FY2026</b>	<b>Total</b>
4001 Port	\$ -	\$ 150,000					\$ 150,000
<b>Total</b>	<b>\$-</b>	<b>\$150,000</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$150,000</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	Point Potrero Marine Terminal (PPMT) Electrical System																
<b>Project Manager:</b>	Shasa Curl																
<b>Department Responsible:</b>	Port of Richmond																
<b>Project Description:</b>	<p>This project will continue the upgrade of water, electrical, and storm drainage systems to ensure operations at the facility.</p> <p>Project ID: 08Y01  Project Location: 1301 Canal Blvd.</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Planning and Design:</td> <td style="width: 10%; text-align: right;">\$</td> <td style="width: 30%; text-align: right;">-</td> </tr> <tr> <td>Construction:</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">90,000</td> </tr> <tr> <td>Equipment:</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">-</td> </tr> <tr> <td>Contingency/Other:</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">-</td> </tr> <tr> <td><b>FY2021-22 Total:</b></td> <td style="text-align: right;"><b>\$</b></td> <td style="text-align: right;"><b>90,000</b></td> </tr> </table>		Planning and Design:	\$	-	Construction:	\$	90,000	Equipment:	\$	-	Contingency/Other:	\$	-	<b>FY2021-22 Total:</b>	<b>\$</b>	<b>90,000</b>
Planning and Design:	\$		-														
Construction:	\$		90,000														
Equipment:	\$		-														
Contingency/Other:	\$	-															
<b>FY2021-22 Total:</b>	<b>\$</b>	<b>90,000</b>															
	Estimated Start Date:	1/1/2022															
	Estimated Completion Date:	4/30/2022															
<b>Justification:</b>	Maintaining electrical service is a requirement of the Port's lease with its tenants. Providing reliable electrical service to our tenants will ensure they remain tenants enabling the City to continue to receive rental income.																
<b>Total Estimated Cost:</b>	<b>\$90,000</b>																

SOURCE OF FUNDING							
Fund No.	Prior	FY2022	FY2023	FY2024	FY2025	FY2026	Total
4001 Port		\$ 90,000					\$ 90,000
<b>Total</b>	<b>\$ -</b>	<b>\$ 90,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 90,000</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	Point Potrero Marine Terminal (PPMT) Graving Basin Water Line		
<b>Project Manager:</b>	Shasa Curl		
<b>Department Responsible:</b>	Port of Richmond		
<b>Project Description:</b>	<p>This project installs a 12 inch welded steel pipeline within the graving basins creating a loop in the Port's water supply system.</p> <p>Project ID: 08B02  Project Location: 1301 Canal Blvd.  Planning and Design: \$ -  Construction: \$ 145,000  Equipment: \$ -  Contingency/Other: \$ -  <b>FY2021-22 Total: \$ 145,000</b></p> <p>Estimated Start Date: 10/1/2021  Estimated Completion Date: 3/1/2022</p>		
<b>Justification:</b>	This project improves water distribution for fire fighting at the Point Potrero Marine Terminal. This investment enhances safety for tenants of the facility and is a requirement of the Fire Department.		

Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2026	Total
4001 Port	\$ -	\$ 145,000					\$ 145,000
<b>Total</b>	<b>\$-</b>	<b>\$145,000</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$145,000</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$</b>	<b>-</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

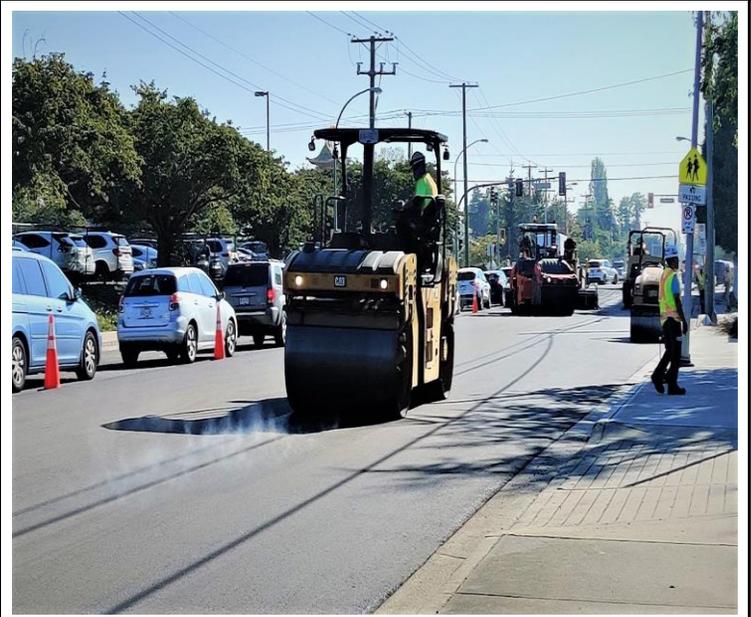
<b>Project Name:</b>	Point Potrero Marine Terminal (PPMT) Machine Shop		
<b>Project Manager:</b>	Shasa Curl		
<b>Department Responsible:</b>	Port of Richmond		
<b>Project Description:</b>	<p>This project will remove and replace damaged windows, repair siding, and waterproof sections of historic building #4 (Machine Shop) currently rented by AWC for automobile processing.</p> <p>Project ID: 08X01            Project Location: 1301 Canal Blvd            Planning and Design: \$ -            Construction: \$ 30,000            Equipment: \$ -            Contingency/Other: \$ -  <b>FY2021-22 Total: \$ 30,000</b></p> <p>Estimated Start Date: 10/1/2021            Estimated Completion Date: 12/31/2021</p>		
<b>Justification:</b>	This project preserves an existing historic structure that is currently leased to a tenant of the Port. Maintaining the building is a requirement of the Port's lease with the tenant, AWC. This investment will preserve an existing asset and will ensure a source of rental revenue.		

Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2026	Total
4001 Port	\$ -	\$ 30,000					\$ 30,000
<b>Total</b>	<b>\$-</b>	<b>\$30,000</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$30,000</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	Point Potrero Marine Terminal (PPMT) Pavement Rehabilitation
<b>Project Manager:</b>	Shasa Curl
<b>Department Responsible:</b>	Port of Richmond
<b>Project Description:</b>	<p>This project preserves existing pavement by applying slurry seals and asphalt overlays. This will be completed by the City crews if available.</p> <p>Project ID: 08Z01  Project Location: 1301 Canal Blvd.  Planning and Design: \$ -  Construction: \$ 160,000  Equipment: \$ -  Contingency/Other: \$ -  <b>FY2021-22 Total: \$ 160,000</b></p> <p>Estimated Start Date: 3/1/2022  Estimated Completion Date: 5/5/2022</p>



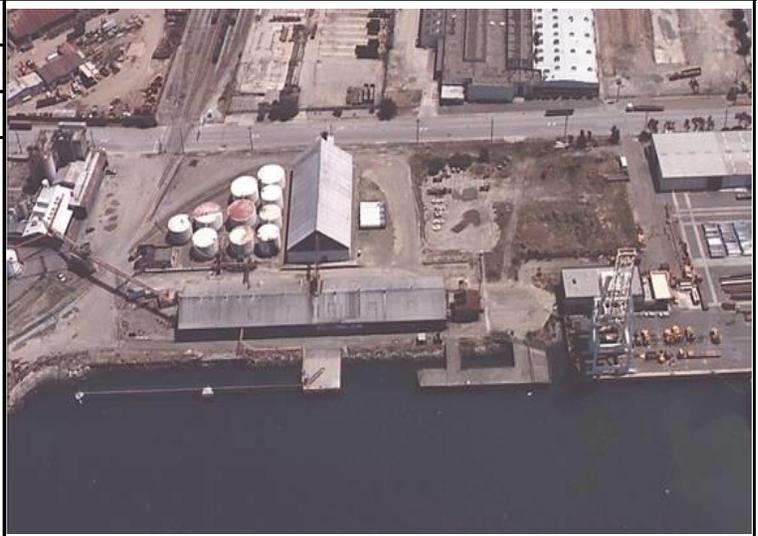
**Justification:** This project preserves infrastructure that is currently leased to tenants of the Port. Maintaining the infrastructure is a requirement of the Port's lease with its tenants. This investment will preserve an existing asset and will ensure a source of rental revenue.

Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2026	Total
4001 Port	\$ -	\$ 160,000					\$ 160,000
<b>Total</b>	<b>\$-</b>	<b>\$160,000</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$160,000</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	Terminal 2 Dock Study/Repair	
<b>Project Manager:</b>	Shasa Curl	
<b>Department Responsible:</b>	Port of Richmond	
<b>Project Description:</b>	This project will complete a structural assessment of Terminal 2 dock to provide recommendations for repair.	
	Project ID:	08Q01
	Project Location:	1301 Canal Blvd.
	Planning and Design:	\$ 225,000
	Construction:	\$ -
	Equipment:	\$ -
Contingency/Other	\$ -	
<b>FY2021-22 Total:</b>	<b>\$ 225,000</b>	
Estimated Start Date:	8/1/2020	
Estimated Completion Date:	6/30/2022	



**Justification:** Maintaining the facility in a serviceable condition is a requirement of the Port's lease with its tenants.

Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2026	Total
4001 Port	\$ 7,875	\$ 225,000					\$ 232,875
<b>Total</b>	<b>\$7,875</b>	<b>\$225,000</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$232,875</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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# Public Works – Water Resources Recovery Division

## Mission

Protecting Richmond’s public health and environment and transforming stormwater and wastewater into resources.

## Overview

The operation and maintenance tasks are provided via a 27-year contract (expires in May 2027) with Veolia Water North America under the direction of the Director of Water Resource Recovery. The wastewater collection system consists of 183 miles of sewer collection pipelines and 13 sewer lift stations. The wastewater treatment system includes screening, grit removal, primary sedimentation, conventional activated sludge (biological secondary treatment), secondary clarification, disinfection, and de-chlorination, and well as sludge thickening and anaerobic digestion.

Wastewater collection and treatment system 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 driven by regulatory requirements
- Projects that ensure adequate process reliability
- Projects that improve efficiency and effectiveness
- Projects needed to meet requirements in the Baykeeper settlement agreement and Clean Water Act



CO-GEN



SCADA



GRIT/AERATIO

# Public Works – Water Resources Recovery Division

## Plan Highlight

### Brick Manhole Rehabilitation

This project is the rehabilitation and sealing of brick manholes in the sanitary sewer collection system in the Richmond Municipal Sewer District. This is an annual program to restore aged brick manholes that contribute significant inflow and infiltration (I/I) into the sewer system during wet weather.

Project Cost: \$1,250,000  
Total Project Cost over five fiscal years

Funding Source:  
Enterprise Fund

### Sanitary Sewer Pipeline Rehabilitation

This project is the replacement or restoration of severely degraded sanitary sewer pipe segments (PACP score of Grade 5) in the Richmond Municipal Sewer District. This is an annual program mandated by the Baykeeper Settlement Agreement.

Project Cost:  
\$12,500,000 Total  
Project Cost over five fiscal years

Funding Source:  
Enterprise Fund

### Macdonald and Virginia Sewer Capacity

The Macdonald and Virginia Wet Weather Improvement Project is required under the 2018 Baykeeper Settlement Agreement. The goal is to improve functionality of the existing sanitary sewer system by replacing collector sewer pipelines in neighborhoods upstream of the Cutting Boulevard, First Street and 23rd Street Interceptors in order to reduce inflow and infiltration and associated surcharging and sanitary sewer overflows (SSOs). The line segments documented as Grade 5 defects within the project boundaries will be addressed and rehabilitated as required by the Settlement Agreement.

Project Cost: \$9,645,890  
Total Project Cost over two fiscal years

Funding Source: 2019 revenue bonds

The Macdonald and Virginia Avenue project consists of approximately 14,765 linear feet of open cut replacement of existing 8-inch and smaller sewer and 903 linear feet of 10-inch and 12-inch sewer pipe. Sewer repair will include 2,194 linear feet combined of 6-inch, 8-inch and 10-inch sewer point repair by open cut excavation. This project began in FY 2019/20 and is expected to be completed June 20, 2021.

# Public Works – Water Resources Recovery Division

## 1st Street Interceptor Sewer Capacity - construction

The project upsizes 10 existing pipe segments with a total length of 3,800 linear feet on First Street, W. Nevin Ave., and Third Street between Pennsylvania and Bissell Avenue. This Capacity Improvement Project remains a priority (as required in the Baykeeper Settlement Agreement), as the project will reduce Inflow and Infiltration (I&I) into the sanitary sewer system.

Project Cost: \$2,719,422  
Total Project Cost over two fiscal years

Funding Source: 2019 revenue bonds

## Keller Beach Feasibility Study

This is a study regarding the sanitary sewer trunk line that is located parallel to Keller Beach. This study is required by the Baykeeper Settlement Agreement to determine if the condition of the line.

Project Cost: \$500,000  
estimated cost over one year

Funding Source: 2019 revenue bonds

## Ferry Point Pump Station Upgrades

This is for the design and construction of the Ferry Point Sanitary Sewer Pump Station located near the end of Dornan Drive. The pump station is in need of upgrades and improvements due to upcoming multi-family homes to be constructed in the area.

Project Cost: \$3,500,000  
estimated cost over two years

Funding Source: 2019 revenue bonds and Enterprise Fund

## Dornan Drive Force Main Sanitary Sewer Upgrades

This project will replace the force main sanitary sewer line that is located on Dornan Drive. It has been associated with four (4) sanitary sewer overflows (SSOs) in 2020. This makes this project a high priority due to the environmental and safety impact to the public.

Project Cost: \$4,000,000  
estimated cost over two years

Funding Source: 2019 revenue bonds and Enterprise Fund

## Public Works – Water Resources Recovery Division

### Wastewater Treatment Plant Critical Improvements

This project rehabilitates or replaces treatment plant process equipment and structures that have reached the end of their useful life and are a liability from a regulatory and safety standpoint. Project elements include grit and screening, aeration system for the biological secondary treatment process, sludge thickening, dechlorinating, and protecting plant assets and property from rockslides.

Project Cost:  
\$62,600,000 Total  
Project Cost over  
multiple fiscal years.

Funding Source Clean  
Water State Revolving  
Fund Loan, Revenue  
Bonds, and Enterprise  
Fund

## Water Resource Recovery Department-22 Wastewater CIP Overview

### TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2020-21 Adopted	FY2020-21 Actual 3/31/2021	FY2021-22 Proposed	FY2022-23 Proposed	FY2023-24 Proposed	FY2024-25 Proposed	FY2025-26 Proposed	5 Year Total
<b>SOURCES BY FUND</b>								
Wastewater - 4003	23,899,813	3,576,733	58,158,892	13,250,000	2,750,000	2,750,000	2,750,000	79,658,892
Wastewater Impact Fee - 2120	1,956,520	66,339	794,130					794,130
<b>TOTAL SOURCES BY FUND</b>	<b>25,856,333</b>	<b>3,643,072</b>	<b>58,953,022</b>	<b>13,250,000</b>	<b>2,750,000</b>	<b>2,750,000</b>	<b>2,750,000</b>	<b>80,453,022</b>
<b>USES BY PROJECT</b>								
2017A Bond Cutting Carlson, Hoffman Sewer Capa	332,195							-
2017A Bond Design Services	964,512	119,628						-
2017A Bond Sanitary Sewer Pipeline Rehab	17,764	5,127						-
Brick Manhole Rehabilitation Project	544,130		794,130	250,000	250,000	250,000	250,000	1,794,130
Design Cutting, Carlson, Hoffman Sewer Capacity	1,089,262	100,031						-
Dorman Drive Force Main			4,000,000					4,000,000
Ferry Point Dorman Drive Pump Station	452,000	8,349	3,500,000					3,500,000
First and Bissell Sewer Rehabilitation	365,618							-
First Street Wet Weather			2,719,422					2,719,422
Fleet Replacement/Other Equipment			1,570,000					1,570,000
Grit and Aeration Replacement			34,314,184	10,500,000				44,814,184
Keller Beach Feasibility Study			500,000					500,000
Macdonald and Virginia Sewer Capacity	4,568,705	1,993,513						-
Marina Bay Parkway Force Main	58,385		491,666					491,666
Marina Bay Parkway Pump Station	340,572							-
Sanitary Sewer Pipeline Rehabilitation Project	6,086,384	965,479	4,000,000	2,500,000	2,500,000	2,500,000	2,500,000	14,000,000
Sanitary Sewer Point Repairs								-
WWTP Cogeneration	1,412,390	66,339	1,500,000					1,500,000
WWTP Dechlorination System Replacement	3,521,283		3,521,283					3,521,283
WWTP Discharge Pipe Sludge Installation	1							-
WWTP Supervisory Control and Data Acquisition (SCADA) Upgrades	1,409,359	270,756	292,337					292,337
WWTP Seismic Retrofit - Phase II	278,002	107,157	250,000					250,000
WWTP Sludge Thickener Replacement	4,415,771	6,693	1,500,000					1,500,000
<b>TOTAL USES BY PROJECT</b>	<b>25,856,333</b>	<b>3,643,072</b>	<b>58,953,022</b>	<b>13,250,000</b>	<b>2,750,000</b>	<b>2,750,000</b>	<b>2,750,000</b>	<b>80,453,022</b>
<b>USES BY ORG CODE</b>								
Wastewater CIP - 40322931	23,899,813	3,576,733	58,158,892	13,250,000	2,750,000	2,750,000	2,750,000	79,658,892
Wastewater Impact Fee - 22022031	1,956,520	66,339	794,130	-	-	-	-	794,130
<b>TOTAL USES BY ORG CODE</b>	<b>25,856,333</b>	<b>3,643,072</b>	<b>58,953,022</b>	<b>13,250,000</b>	<b>2,750,000</b>	<b>2,750,000</b>	<b>2,750,000</b>	<b>80,453,022</b>

### FY2021-22 to FY2025-26 Capital Improvement Plan

**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

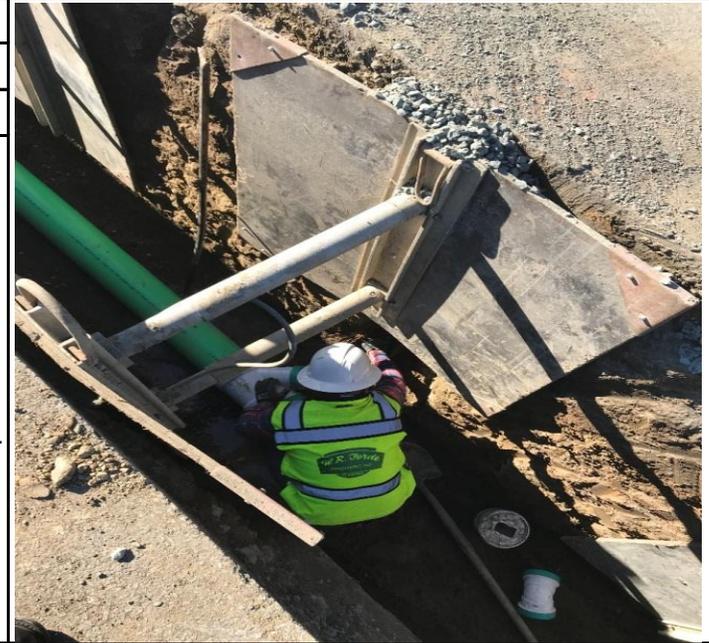
<b>Project Name:</b>	Declorination - Sodium Bisulfite Tank (SBS)	
<b>Project Manager:</b>	Joe Leach	
<b>Department Responsible:</b>	Water Resource Recovery - Wastewater	
<b>Project Description:</b>	<div style="display: flex; justify-content: space-between;"> <div style="width: 60%;"> <p>Project ID: 01N10</p> <p>Project Location: 601 Canal Blvd.</p> <p>Planning and Design: \$ -</p> <p>Construction: \$ 3,521,283</p> <p>Equipment: \$ -</p> <p>Contingency/Other: \$ -</p> <p><b>FY2021-22 Total: \$ 3,521,283</b></p> </div> <div style="width: 35%; text-align: right;">  </div> </div> <p>Estimated Start Date: 7/1/2020</p> <p>Estimated Completion Date: 6/30/2022</p>	
<b>Justification:</b>	Needed for worker safety and corrosion prevention.	

Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2025	Total
4003 Wastewater		\$ 3,521,283					\$ 3,521,283
<b>Total</b>	\$ -	\$ 3,521,283	\$ -	\$ -	\$ -	\$ -	\$ 3,521,283

<b>Estimated Operation and Maintenance Cost:</b>	\$ -
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	Dornan Drive Force Main Rehabilitation		
<b>Project Manager:</b>	Joe Leach		
<b>Department Responsible:</b>	Public Works - Water Resource Recovery		
<b>Project Description:</b>	This project is to replace the force main portion of the sanitary sewer located on Dornan Drive. The line is beyond its useful life and needs to be replaced.		
	Project ID:	01Z10	
	Project Location:	601 Canal Blvd.	
	Planning and Design:		
	Construction:	\$	4,000,000
	Equipment:	\$	-
	Contingency/Other:	\$	-
	<b>FY2021-22 Total:</b>	<b>\$</b>	<b>4,000,000</b>
	Estimated Start Date:	7/1/2021	
	Estimated Completion Date:	6/30/2022	
<b>Justification:</b>	Prevent sanitary sewer overflows (SSOs).		



Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2025	Total
4003 Wastewater	New	\$ 4,000,000					\$ 4,000,000
<b>Total</b>	<b>\$ -</b>	<b>\$ 4,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,000,000</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	Ferry Point Dornan Drive Pump Station	
<b>Project Manager:</b>	Joe Leach	
<b>Department Responsible:</b>	Public Works - Water Resource Recovery	
<b>Project Description:</b>	This project will upgrade the sanitary sewer pump station located at Ferry Point. It will accommodate the additional housing for the Terminal One Development Project.	
	Project ID:	01U10
	Project Location:	601 Canal Blvd.
	Planning and Design:	
	Construction:	\$ 3,500,000
	Equipment:	\$ -
	Contingency/Other:	\$ -
<b>FY2021-22 Total:</b>	<b>\$ 3,500,000</b>	
Estimated Start Date:	7/1/2021	
Estimated Completion Date:	6/30/2022	
<b>Justification:</b>	Pump station is not adequate to serve the needs of Terminal 1 Development.	



Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2025	Total
4003 Wastewater		\$ 3,500,000					\$ 3,500,000
<b>Total</b>	\$ -	<b>\$ 3,500,000</b>	\$ -	\$ -	\$ -	\$ -	<b>\$ 3,500,000</b>

<b>Estimated Operation and Maintenance Cost:</b>	\$ -
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	First Street Wet Weather Improvements	
<b>Project Manager:</b>	Mary Phelps	
<b>Department Responsible:</b>	Water Resource Recovery - Wastewater	
<b>Project Description:</b>	This project will rehabilitate or replace 7,452 Total LF as required in the 2018 Baykeeper Settlement Agreement.	
	Project ID:	01Y10
	Project Location:	601 Canal Blvd.
	Planning and Design:	
	Construction:	\$ 2,290,764
	Equipment:	\$ -
	Contingency/Other:	\$ 428,658
	<b>FY2021-22 Total:</b>	<b>\$ 2,719,422</b>
Estimated Start Date:	4/15/2021	
Estimated Completion Date:	6/30/2022	
<b>Justification:</b>	Required per Baykeeper and to prevent sanitary sewer overflows (SSOs)	



Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2025	Total
4003 Wastewater	New	\$ 2,719,422					\$ 2,719,422
<b>Total</b>	<b>\$ -</b>	<b>\$ 2,719,422</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,719,422</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	Fleet and Equipment Replacement
<b>Project Manager:</b>	Joe Leach
<b>Department Responsible:</b>	Public Works - Water Resource Recovery
<b>Project Description:</b>	<p>Replacement of aging fleet and equipment for Sanitary Collections system operation and maintenance work. Vactor Truck \$1,125,000; CCTV \$435,000 and crane \$10,000.</p> <p>Project ID: 03C04  Project Location: 601 Canal Blvd.  Planning and Design:  Construction: \$ -  Equipment: \$ 1,555,000  Contingency/Other (accessories): \$ 15,000  <b>FY2021-22 Total: \$ 1,570,000</b></p> <p>Estimated Start Date: 7/1/2021  Estimated Completion Date: 6/30/2022</p>
<b>Justification:</b>	Needed for worker safety and corrosion prevention.



Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2025	Total
4003 Wastewater		\$ 1,570,000					\$ 1,570,000
<b>Total</b>	\$ -	<b>\$ 1,570,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,570,000</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	Grit and Aeration Replacement	
<b>Project Manager:</b>	Joe Leach	
<b>Department Responsible:</b>	Public Works - Water Resource Recovery	
<b>Project Description:</b>	This project will replace the Grit and Aeration system at the Wastewater Treatment Plant.	
	Project ID:	01X10
	Project Location:	601 Canal Blvd.
	Engineering During Construction	\$ 4,314,184
	Construction:	\$ 30,000,000
	Equipment:	\$ -
	<b>FY2021-22 Total:</b>	<b>\$ 34,314,184</b>
Estimated Start Date:	7/1/2021	
Estimated Completion Date:	6/30/2023	
<b>Justification:</b>	Needed for worker safety and corrosion prevention.	



Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2025	Total
4003 Wastewater		\$ 34,314,184	\$ 10,500,000				\$ 44,814,184
<b>Total</b>	<b>\$ -</b>	<b>\$ 34,314,184</b>	<b>\$ 10,500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 44,814,184</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	Keller Beach Feasibility Study	
<b>Project Manager:</b>	Mary Phelps	
<b>Department Responsible:</b>	Water Resource Recovery - Wastewater	
<b>Project Description:</b>	Per the 2018 Baykeeper Settlement Agreement, a condition assessment of the Keller Beach line is required. This study will inform the City if the line requires replacement/rehabilitation.	
	Project ID:	01C08
	Project Location:	601 Canal Blvd.
	Planning and Design:	\$ 500,000
	Construction:	\$ -
	Equipment:	\$ -
	Contingency/Other:	\$ -
<b>FY2021-22 Total:</b>	<b>\$ 500,000</b>	
Estimated Start Date:	7/1/2020	
Estimated Completion Date:	6/30/2022	
<b>Justification:</b>	Needed for worker safety and corrosion prevention.	



Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2025	Total
4003 Wastewater		\$ 500,000					\$ 500,000
<b>Total</b>	<b>\$ -</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500,000</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	Manhole Rehabilitation Replacement		
<b>Project Manager:</b>	Mary Phelps		
<b>Department Responsible:</b>	Water Resource Recovery - Wastewater		
<b>Project Description:</b>	<p>This project is the rehabilitation and sealing of brick manholes in the sanitary sewer collection system in the Richmond Municipal Sewer District. This is an annual program to restore aged brick manholes that contribute significant inflow and infiltration (I/I) into the sewer system during wet weather.</p>		
	Project ID:	22235	
	Project Location:	Richmond Municipal Sewer District	
	Planning and Design:	\$ -	
	Construction:	\$ 794,130	
	Equipment:	\$ -	
	Contingency/Other:	\$ -	
	<b>FY2021-22 Total:</b>	<b>\$ 794,130</b>	
	Estimated Start Date:	7/1/2018	
	Estimated Completion Date:	Ongoing	
<b>Justification:</b>	To rehabilitate aged brick manholes that are in danger of collapse and contribute inflow and infiltration (I/I) into the sanitary sewer system. Reduced (I/I) and wet weather sanitary sewer overflows (SSOs).		

Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2026	Total
4003 Wastewater	Ongoing	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,250,000
2120 Wastewater Impact Fee	Ongoing	\$ 544,130					\$ 544,130
<b>Total</b>		<b>\$ -</b>	<b>\$ 794,130</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ 1,794,130</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	Marina Bay Force Main Relocation	
<b>Project Manager:</b>	Mary Phelps	
<b>Department Responsible:</b>	Water Resource Recovery - Wastewater	
<b>Project Description:</b>	This project is necessary in order to prevent sanitary sewer overflows.	
	Project ID:	01T10
	Project Location:	601 Canal Blvd.
	Planning and Design:	\$ -
	Construction:	\$ 433,264
	Equipment:	\$ -
	Contingency/Other:	\$ 58,402
	<b>FY2021-22 Total:</b>	<b>\$ 491,666</b>
Estimated Start Date:	7/1/2020	
Estimated Completion Date:	6/30/2022	
<b>Justification:</b>	Necessary to prevent sanitary sewer overflows (SSOs).	



Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2025	Total
4003 Wastewater		\$ 491,666					\$ 491,666
<b>Total</b>	\$ -	\$ 491,666	\$ -	\$ -	\$ -	\$ -	\$ 491,666

<b>Estimated Operation and Maintenance Cost:</b>	\$	-
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	Sanitary Sewer Pipeline Program	
<b>Project Manager:</b>	Mary Phelps	
<b>Department Responsible:</b>	Water Resource Recovery - Wastewater	
<b>Project Description:</b>	This project is the replacement or restoration of severely degraded sanitary sewer pipe segments (PACP score of Grade 5) in the Richmond Municipal Sewer District. This is an annual program mandated by the Baykeeper Settlement Agreement.	
	Project ID:	22234
	Project Location:	Richmond Municipal Sewer District
	Planning and Design:	\$ -
	Construction:	\$ 4,000,000
	Equipment:	\$ -
	Contingency/Other:	\$ -
	<b>FY2021-22 Total:</b>	<b>\$ 4,000,000</b>
	Estimated Start Date:	7/1/2018
	Estimated Completion Date:	Ongoing
<b>Justification:</b>	To replace or restore sewer pipes that are in danger of collapse and contribute inflow and infiltration (I/I) into the sanitary sewer system.	



Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2026	Total
4003 Wastewater	Ongoing	\$ 4,000,000	\$ 2,500,000	\$ 2,500,000	\$ 2,500,000	\$ 2,500,000	\$ 14,000,000
<b>Total</b>	<b>\$ -</b>	<b>\$ 4,000,000</b>	<b>\$ 2,500,000</b>	<b>\$ 2,500,000</b>	<b>\$ 2,500,000</b>	<b>\$ 2,500,000</b>	<b>\$ 14,000,000</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	Supervisory Control And Data Acquisition (SCADA) Upgrades	
<b>Project Manager:</b>	Joe Leach	
<b>Department Responsible:</b>	Water Resource Recovery - Wastewater	
<b>Project Description:</b>	This project will update the current computer system at the Wastewater Treatment Plant (WWTP) that controls pumps, valves and chemical fees system.	
	Project ID:	01P10
	Project Location:	601 Canal Blvd.
	Planning and Design:	\$ 292,337
	Construction:	\$ -
	Equipment:	\$ -
	Contingency/Other:	\$ -
	<b>FY2021-22 Total:</b>	<b>\$ 292,337</b>
	Estimated Start Date:	7/1/2020
	Estimated Completion Date:	6/30/2022
<b>Justification:</b>	Current system is outdated and needs to be updated.	

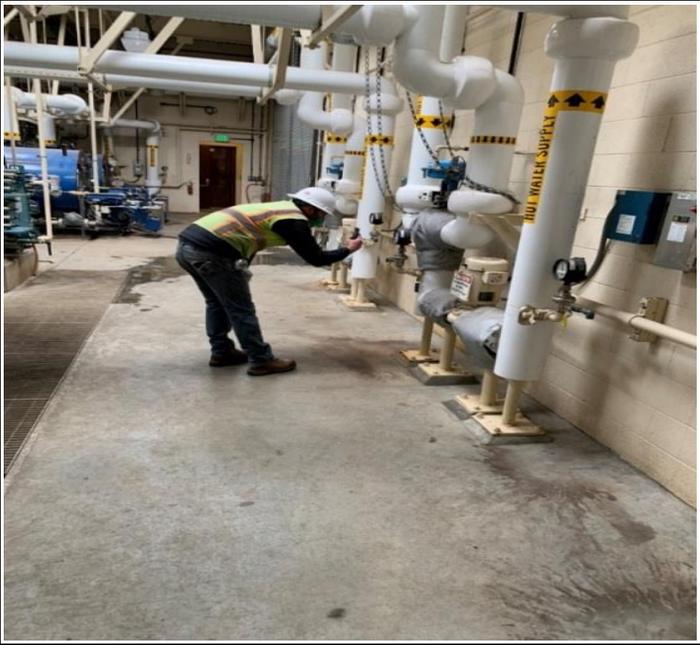


Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2025	Total
4003 Wastewater	\$ 270,756	\$ 292,337					\$ 563,093
<b>Total</b>	<b>\$ 270,756</b>	<b>\$ 292,337</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 563,093</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	Wastewater Treatment Plant (WWTP) Co-Generation	
<b>Project Manager:</b>	Joe Leach	
<b>Department Responsible:</b>	Water Resource Recovery - Wastewater	
<b>Project Description:</b>	The Cogen Project will design and if feasible install a Cogen unit which will beneficially reuse the digester gas to provide power for the Wastewater Treatment Plant. The Cogen unit will enable the WWTP to reduce its energy consumption which will provide environmental benefits and cost savings to the plant's operations.	
	Project ID:	01L10
	Project Location:	601 Canal Blvd.
	Planning and Design:	\$ -
	Construction:	\$ 1,500,000
	Equipment:	\$ -
	Contingency/Other:	\$ -
<b>FY2021-22 Total:</b>	<b>\$ 1,500,000</b>	
Estimated Start Date:	7/1/2021	
Estimated Completion Date:	6/30/2022	



**Justification:** Needed for worker safety and corrosion prevention.

Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2025	Total
4003 Wastewater	\$66,339	\$ 1,500,000					\$ 1,566,339
<b>Total</b>	<b>\$ 66,339</b>	<b>\$ 1,500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,566,339</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	Wastewater Treatment Plant (WWTP) Seismic Retrofit	
<b>Project Manager:</b>	Joe Leach	
<b>Department Responsible:</b>	Water Resource Recovery - Wastewater	
<b>Project Description:</b>	Study to determine projects required for rehabilitation for earthquake safety.	
	Project ID:	01S10
	Project Location:	601 Canal Blvd.
	Planning and Design:	\$ 250,000
	Construction:	\$ -
	Equipment:	\$ -
	Contingency/Other:	\$ -
<b>FY2021-22 Total:</b>	<b>\$ 250,000</b>	
Estimated Start Date:	7/1/2020	
Estimated Completion Date:	6/30/2022	



**Justification:** Necessary for disaster preparedness

Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2025	Total
4003 Wastewater	\$ 107,157	\$ 250,000					\$ 357,157
<b>Total</b>	<b>\$ 107,157</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 357,157</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	Wastewater Treatment Plant (WWTP) Sludge Thickener Replacement	
<b>Project Manager:</b>	Joe Leach	
<b>Department Responsible:</b>	Public Works - Water Resource Recovery	
<b>Project Description:</b>	This project replaces the WWTP dissolved air floatation thickener (DAFT) which is operating beyond its useful life. The unit will be replaced with a newer, more efficient rotary drum thickener (RDT) technology.	
	Project ID:	01M10
	Project Location:	601 Canal Blvd.
	Planning and Design:	\$ 523,367
	Construction:	\$ -
	Equipment:	\$ 196,121
	Contingency/Other:	\$ 780,512
	<b>FY2021-22 Total:</b>	<b>\$ 1,500,000</b>
	Estimated Start Date:	7/1/2021
	Estimated Completion Date:	6/30/2023
<b>Justification:</b>	Needed to prevent imminent failure of a critical wastewater treatment process.	



Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2026	Total
4003 Wastewater	\$ 6,639	\$ 1,500,000					\$ 1,506,639
<b>Total</b>	<b>\$ 6,639</b>	<b>\$ 1,500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,506,639</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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# Public Works-23

## Mission

To enhance the City's physical environment, including infrastructure, community facilities and City-owned properties, to the greatest degree possible as efficiently as possible, in order to promote economic vitality and enhance the quality of life of the citizens in Richmond.

## Overview

The CIP Department undertakes the planning and design of the City's Capital Improvement Plan and administers public and public-private partnership projects that enhance the City's infrastructure and overall physical environment, consistent with the policies of the General Plan. As part of its mission, the CIP Department also manages city-owned properties and former Successor Agency properties held by the City for development. The City has over 280 miles of streets, 130 traffic signals, and 9,000 streetlights.

## 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

The 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.



SF Bay Trail



37th Street Improvements

# Public Works-23

## 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 that land development plans conform to City standard details, specifications, policies, and practices, as well as zoning and subdivision ordinances.

## 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.

## Street Light Improvements

A Citywide project to replace all existing streetlights to energy efficient Light-Emitting Diode (LED) fixtures is complete. During the same period of time, the City has added 1,800 new streetlights to a total of 9,000 streetlights in City streets. Most of the decorative fixtures such as those along Macdonald Avenue in the downtown areas were also converted to LED. The lightings of many freeway underpasses, pathways and the Richmond Greenway were improved, with new LED fixtures installed. Several wire-theft related projects have also been completed, such as Richmond Parkway, Fred Jackson Way and 23<sup>rd</sup> street walkway. A number of City Parks have received LED fixtures upgrade, including J.F. Kennedy Park and Nichol Park tennis courts. Staff will continue to upgrade the rest of the City parks as funding allows.

# Public Works-23

## 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

## Plan Highlights

### Castro Ranch Road Rehabilitation

The Castro Ranch Road Rehabilitation Project includes infrastructure improvements to Castro Ranch Road from Olinda Road to the City Limit east of County View Drive. The scope of work includes pavement surface rehabilitation along the entire roadway, traffic striping including installation of bicycle lanes from Amend Road to the City Limit east of Country View Drive. Construction of Americans with Disabilities Act (ADA) accessible curb ramps to ensure accessibility at all intersections, improvement of a pedestrian crossing at Amend Road, installation of a new pedestrian crossing with pedestrian-activated rectangular rapid flashing beacon between Conestoga Way and Deer Run Drive, bus stop improvements, and drainage improvements.

Project Cost: \$4 Million  
over 5 years

Funding Source:  
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### I-80 Central Interchange Phase II

This project is a two phased effort to improve traffic congestion at the I-580/I-80/Central Avenue area. The second phase will increase the spacing between the signalized interceptions east of I-80 by connecting Pierce Street and San Mateo Street, converting Pierce Street access at Central Avenue to "right-in, right-out" and relocating the traffic signal at Pierce Street/Central Avenue to the San Mateo Street/Central Avenue Interception.

Project Cost: \$2,351,039

Funding Source:  
Measure J

### Street Paving

This project is needed to repair deteriorated infrastructure assets and as preventive maintenance. It will improve the roadway Pavement Condition Index (PCI) and reduce routine maintenance.

Project Cost: \$2,567,894

Funding Source: Gas Tax

## Public Works Department-23 CIP Overview

### TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2020-21 Adopted	FY2020-21 Actuals 3/31/2021	FY2021-22 Proposed	FY2022-23 Proposed	FY2023-24 Proposed	FY2024-25 Proposed	FY2025-26 Proposed	5 Year Total
<b>SOURCES BY FUND</b>								
Gas Tax-1002	2,533,000	1,735,113	2,820,234	2,623,252	2,675,637	2,729,070	2,783,571	13,631,764
Outside Funded Grants-1006	250,000		250,000					250,000
Environmental & Community Investment Agreement (ECIA)-1017	1,826,312	84,461	1,512,678					1,512,678
Road Maintenance and Rehabilitation Account (RMRA)-1019	1,744,966	47,300	2,158,457	2,201,606	2,245,638	2,290,551	2,336,362	11,232,613
Engineering Grants-1054	27,089,051	873,645	14,904,053					14,904,053
General Capital-2001	1,179,196	91,380	4,354,513					4,354,513
Measure J-2002	6,416,456	1,113,661	4,421,470	4,262,000	1,300,000	1,300,000	1,300,000	12,583,470
Park Impact Fee - 2110	15,000	15,000	15,000					15,000
Traffic Impact Fee-2111	531,000	178,106	500,000					500,000
Open Space Impact Fee-2116	393,264		373,264					373,264
Marina-4005	-	-	946,161					946,161
<b>TOTAL SOURCES BY FUND</b>	<b>41,978,245</b>	<b>4,138,666</b>	<b>32,255,830</b>	<b>9,086,858</b>	<b>6,221,275</b>	<b>6,319,620</b>	<b>6,419,933</b>	<b>60,303,515</b>
<b>USES BY PROJECT</b>								
13th Street Complete Street	861,740	59,069	795,154	2,962,000				3,757,154
37th Street Improvements	300,000	690	300,000					300,000
American Rescue Plan Act (ARPA) of 2021 and General Fund Projects			3,520,000					3,520,000
Americans with Disabilities Act (ADA) Misc. Sidewalk Repairs	600,000	146,345	835,277	600,000	600,000	600,000	600,000	3,235,277
Area FM Cap			946,161					946,161
Boorman Park Revitalization	4,165,000	112,719	3,544,040					3,544,040
Bridge Preventive Maintenance	1,909,130		2,124,735					2,124,735
Carlson Crosstown Connections and Improvements	425,000	3,732	698,410					698,410
Castro Ranch Road	2,205,000		100,000					100,000
Corporation Yard Roof Replacement	85,853							-
Cutting Carlson Grade Crossing - Phase II	22,478	22,478						-
Cutting Blvd. and Harbour Way South Bikeway	725,000		1,874,012					1,874,012
Fire Station 66 Gender Specific Restroom	70,600		85,326					85,326
Fire Station 67 Roof Replacement	177,226							-
Greening the Yellow Brick Road	3,531,584	41,178	1,609,719					1,609,719
Harbour 8 Park Expansion	8,500,000	716,016	6,336,269					6,336,269
Harbour Way Improvements	565,670	1,479						-
I-80 Central Interchange Phase II	2,363,272	1,630	2,351,039					2,351,039
JPA Sportsfield Agreement	15,000	15,000	15,000					15,000
Local Roadway Safety Plan	72,000							-
Martin Luther King Jr. Center	267,692		267,692					267,692
Martin Luther King Jr. Park Turf Field Replacement	250,000		250,000					250,000
Membership & Dues (West Contra Costa Transportation Advisory Committee and Contra Costa Transportation Authority)	140,000	140,000	140,000	140,000	140,000	140,000	140,000	700,000
SF Bay Trail Goodrick Avenue	794,296	645,246						-

## Public Works Department-23 CIP Overview

### TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2020-21 Adopted	FY2020-21 Actuals 3/31/2021	FY2021-22 Proposed	FY2022-23 Proposed	FY2023-24 Proposed	FY2024-25 Proposed	FY2025-26 Proposed	5 Year Total
<b>Continued</b>								-
SF Bay Trail Pt. Molate	1,251,297	91,380	1,019,967					1,019,967
Street Audit Report	3,000		4,000	4,000	4,000	4,000	4,000	20,000
Street Paving	2,494,265	1,826,286	2,567,894	2,619,252	2,671,637	2,725,070	2,779,571	13,363,424
Street Paving - SB1 Castro Ranch Road	1,444,966	44,068						-
Street Paving - SB1 Richmond Parkway		2,542	558,457					558,457
Street Paving - SB1 to be determined (TBD)				2,201,606	2,245,638	2,290,551	2,336,362	9,074,156
Street Sweeping Signs	30,000							-
Surface Drainage	100,000	6,240	300,000	300,000	300,000	300,000	300,000	1,500,000
Traffic Safety Improvements	1,500,000	178,106	500,000	260,000	260,000	260,000	260,000	1,540,000
Yellow Brick Road	7,108,176	84,461	1,512,678					1,512,678
<b>TOTAL USES BY PROJECT</b>	<b>41,978,245</b>	<b>4,138,666</b>	<b>32,255,830</b>	<b>9,086,858</b>	<b>6,221,275</b>	<b>6,319,620</b>	<b>6,419,933</b>	<b>60,303,515</b>

### USES BY ORG CODE

Gas Tax-10234431	2,533,000	1,735,113	2,820,234	2,623,252	2,675,637	2,729,070	2,783,571	13,631,764
Outside Funded Grants-10633031	250,000	-	250,000	-	-	-	-	250,000
ECIA-11731013	1,826,312	84,461	1,512,678	-	-	-	-	1,512,678
RMRA-11931031	1,744,966	47,300	2,158,457	2,201,606	2,245,638	2,290,551	2,336,362	11,232,613
Engineering Grants-15436431	27,089,051	873,645	14,904,053	-	-	-	-	14,904,053
General Capital-20136031	1,179,196	91,380	4,354,513	-	-	-	-	4,354,513
Measure J-20236031	6,416,456	1,113,661	4,421,470	4,262,000	1,300,000	1,300,000	1,300,000	12,583,470
Park Impact Fee-21033131	15,000	15,000	15,000	-	-	-	-	15,000
Traffic Impact Fee-21136031	531,000	178,106	500,000	-	-	-	-	500,000
Open Space Impact Fee-21633131	393,264	-	373,264	-	-	-	-	373,264
Marina-40536031			946,161					946,161
<b>TOTAL USES BY ORG CODE</b>	<b>41,978,245</b>	<b>4,138,666</b>	<b>32,255,830</b>	<b>9,086,858</b>	<b>6,221,275</b>	<b>6,319,620</b>	<b>6,419,933</b>	<b>60,303,515</b>

## FY2021-22 to FY2025-26 Capital Improvement Plan

**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	13th Street Complete Street	
<b>Project Manager:</b>	Tawfic Halaby	
<b>Department Responsible:</b>	Public Works	
<b>Project Description:</b>	<p>Install complete streets elements: improve lighting to increase safety and walkability after dark; reduce traffic speeds; improve sidewalks and Americans with Disabilities Act (ADA) curb ramps; install better street crossings; plant shade trees and other landscaping; install bicycle facilities to expand network; separate sidewalk from street; provide better access to bus stops; install bus shelters with benches and trash receptacles.</p> <p>Project ID: 29120  Project Location: 13th St. from Harbour Way to Costa Ave.  Engineering Cost Charges for Services: \$ 22,619  Planning and Design: \$ 772,535  Construction: \$ -  Equipment: \$ -  Contingency/Other: \$ -  <b>FY2021-22 Total: \$ 795,154</b></p> <p>Estimated Start Date: 7/1/2019  Estimated Completion Date: 12/31/2022</p>	
<b>Justification:</b>	The 13th Street corridor is a key connection to Harbour Way South in Richmond via the Pennsylvania Overcrossing, as well as to Rumrill Boulevard in neighboring San Pablo, connecting Central Richmond to Contra Costa College and the Hilltop Mall area. This project will significantly improve pedestrian and bicycle safety and will connect to existing and proposed facilities in Richmond and in San Pablo.	
<b>Total Estimated Cost:</b>	<b>\$795,154</b>	



SOURCE OF FUNDING							
Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2026	Total
2002 Measure J	\$ 60,538	\$ 795,154	\$ 2,962,000				\$ 3,817,692
<b>Total</b>	<b>\$ 60,538</b>	<b>\$ 795,154</b>	<b>\$ 2,962,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,817,692</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	37th Street Bicycle & Pedestrian Improvements		
<b>Project Manager:</b>	Tawfic Halaby		
<b>Department Responsible:</b>	Public Works		
<b>Project Description:</b>	ADA curb ramp construction, pedestrian bulb-outs, traffic striping and pavement markings, traffic signal pedestrian improvements, pavement rehabilitation.		
	Project ID:	SB101	
	Project Location:	37th Street	
	Charges for Services	\$ 22,310	
	Planning and Design:	\$ -	
	Construction:	\$ 277,690	
	Equipment:	\$ -	
	Contingency/Other: Annual Street Audit Report	\$ -	
	<b>FY2021-22 Total:</b>	<b>\$ 300,000</b>	
	Estimated Start Date:	7/1/2018	
	Estimated Completion Date:	Ongoing	
<b>Justification:</b>	This grant-funded project is needed to address traffic safety for vehicles, pedestrians, and people riding bicycles.		

Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2026	Total
1019 SB1	Ongoing	\$ 300,000					\$ 300,000
<b>Total</b>		<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
 Capital Improvement Plan  
 FY2022 through FY2026  
**Project Description Report**

<b>Project Name:</b>	The American Rescue Plan Act (ARPA) of 2021 and General Fund		
<b>Project Manager:</b>	Joe Leach		
<b>Department Responsible:</b>	Public Works		
<b>Project Description:</b>	MAIN LIBRARY - HVAC IMPROVEMENTS	500,000	
	NEVIN COMMUNITY CENTER - HVAC IMPROVEMENTS	500,000	
	RECREATION CENTER ADMINISTRATION - HVAC IMPROVEMENTS	500,000	
	RICHMOND MUSEUM - HVAC IMPROVEMENTS	500,000	
	<b>ARPA PROJECTS</b>	<b>2,000,000</b>	
	CORPORATION YARD - BATHROOMS DEMOLISH AND REMODEL	150,000	
	CORPORATION YARD - BULK FUEL SITES UPGRADES	275,000	
	DEVELOPING PERSONAL RESOURCES CENTER (DPRC) - REPLACE E	100,000	
	HILLTOP FIRE STATION - FUEL MANAGEMENT UPGRADES	50,000	
	NATIVE AMERICAN HEALTH CENTER - AIR CONDITIONER/FURNACE	50,000	
	OLD BUILDING DEMOLITION - 824 MACDONALD AVENUE	125,000	
	PARKS YARD BULK - FUEL SITES UPGRADES	220,000	
	RICHMOND MUSEUM - ADDITIONAL ROOF REPAIRS	175,000	
	RICHMOND PLUNGE - REPLACE BOILER	100,000	
	SHIMADA PARK - REPLACE RESTROOM ROOF	275,000	
	<b>GENERAL FUND PROJECTS</b>	<b>1,520,000</b>	
	<b>FY2021-22 Total:</b>	<b>\$ 3,520,000</b>	
	Estimated Start Date:	7/1/2021	
Estimated Completion Date:	TBD		
<b>Justification:</b>			

Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2026	Total
General Capital	\$ -	\$ 3,520,000					\$ 3,520,000
<b>Total</b>	<b>\$ -</b>	<b>\$ 3,520,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,520,000</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	Americans with Disabilities Act (ADA) Miscellaneous Sidewalk Repairs	
<b>Project Manager:</b>	Robin Chee	
<b>Department Responsible:</b>	Public Works	
<b>Project Description:</b>	This annual program is dedicated to complying with (ADA) within the street right-of-way through: <b>Curb Ramp Upgrades</b> - by upgrading or installing reported curb ramp deficiencies. <b>Damaged Sidewalks</b> - repair sidewalk, curb, gutter, and adjacent pavement damaged by the roots of City owned trees. <b>Sidewalk Gaps</b> - install missing sidewalk and associated curb, gutter or driveways, and adjacent pavement to eliminate pedestrian access barriers.	
	Project ID: 01A04	
	Project Location: City-wide	
	Engineering Cost Charges for Services: \$ 10,267	
	Planning and Design: \$ -	
	Construction: \$ 825,010	
	Equipment: \$ -	
	Contingency/Other: \$ -	
	<b>FY2021-22 Total: \$ 835,277</b>	
	Estimated Start Date: 7/1/2015	
	Estimated Completion Date: Ongoing	
<b>Justification:</b>	The 1990 ADA requires public agencies to identify, plan, and modify barriers of access to the disabled. A regular curb ramp upgrade program is required to ensure public safety and reduce liability exposure.	
<b>Total Estimated Cost:</b>	<b>\$835,277</b>	

SOURCE OF FUNDING							
Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2026	Total
2002 Measure J	Ongoing	\$ 835,277	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 3,235,277
<b>Total</b>	<b>\$ -</b>	<b>\$ 835,277</b>	<b>\$ 600,000</b>	<b>\$ 600,000</b>	<b>\$ 600,000</b>	<b>\$ 600,000</b>	<b>\$ 3,235,277</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	Area FM Cap		
<b>Project Manager:</b>	Craig Murray		
<b>Department Responsible:</b>	Public Works		
<b>Project Description:</b>	<p>Work to implement Cap on Area FM in Marina Bay.</p> <p>Meet State Regulator DTSC requirements to clear and cap former WWII shipbuilding contaminated site owned by City of Richmond.</p>		
	Project ID:	23011	
	Project Location:	1340 Marina Way S.	
	Planning and Design:	\$ 43,500	
	Construction:	\$ 667,000	
	Equipment:	\$ 235,661	
	Contingency/Other:	\$ -	
	<b>FY2021-22 Total:</b>	<b>\$ 946,161</b>	
	Estimated Start Date:	7/1/2021	
	Estimated Completion Date:	10/1/2021	
<b>Justification:</b>	State of CA DTSC required. Project effort to meet state regulatory guidelines on managing and capping the site. Assists the City in protecting public health and City exposure to State fines.		

Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2026	Total
4005 Marina	New	\$ 946,161					\$ 946,161
<b>Total</b>	<b>\$ -</b>	<b>\$ 946,161</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 946,161</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
 Capital Improvement Plan  
 FY2022 through FY2026  
**Project Description Report**

<b>Project Name:</b>	Boorman Park Revitalization	
<b>Project Manager:</b>	Joe Leach	
<b>Department Responsible:</b>	Public Works	
<b>Project Description:</b>	Total revitalization of Boorman Park.	
	Project ID: 23006 Project Location: 27th Street and Maine Avenue Charges for Services Planning and Design: \$ 500,000 Construction: \$ 3,044,040 Equipment: \$ - Contingency/Other: \$ - <b>FY2021-22 Total: \$ 3,544,040</b>	
	Estimated Start Date: 7/1/2020 Estimated Completion Date: 06/30/2022	

**Justification:** This park received a \$4,165,000 State Grant for a total park rehabilitation.

Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2026	Total
1054 Engineering Grant	\$ 112,719	\$ 3,544,040					\$ 3,656,759
<b>Total</b>	<b>\$ 112,719</b>	<b>\$ 3,544,040</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,656,759</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ 250,000</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	Bridge Preventive Maintenance																	
<b>Project Manager:</b>	Tawfic Halaby																	
<b>Department Responsible:</b>	Public Works																	
<b>Project Description:</b>	Clean bridge deck and treat with Methacrylate: Giant Highway Connector Undercrossing (Bridge No. 28C0472) and Richmond Parkway Viaduct (Bridge Nos. 28C0474L and 28C0474R). Joint seal repairs on Bridge No. 28C0474L. Replace bent anchor bolts and joint seal at abutment 1 of 13th Street Overcrossing (Bridge No. 28C0317).																	
	<table style="width: 100%; border-collapse: collapse;"> <tr> <td>Project ID:</td> <td style="text-align: right;">23G02</td> </tr> <tr> <td>Project Location:</td> <td style="text-align: right;">Various</td> </tr> <tr> <td>Charges for Services</td> <td style="text-align: right;">\$ 8,000</td> </tr> <tr> <td>Planning and Design:</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Construction:</td> <td style="text-align: right;">\$ 2,116,735</td> </tr> <tr> <td>Equipment:</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Contingency/Other:</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td><b>FY2021-22 Total:</b></td> <td style="text-align: right;"><b>\$ 2,124,735</b></td> </tr> </table>		Project ID:	23G02	Project Location:	Various	Charges for Services	\$ 8,000	Planning and Design:	\$ -	Construction:	\$ 2,116,735	Equipment:	\$ -	Contingency/Other:	\$ -	<b>FY2021-22 Total:</b>	<b>\$ 2,124,735</b>
Project ID:	23G02																	
Project Location:	Various																	
Charges for Services	\$ 8,000																	
Planning and Design:	\$ -																	
Construction:	\$ 2,116,735																	
Equipment:	\$ -																	
Contingency/Other:	\$ -																	
<b>FY2021-22 Total:</b>	<b>\$ 2,124,735</b>																	
	<table style="width: 100%; border-collapse: collapse;"> <tr> <td>Estimated Start Date:</td> <td style="text-align: right;">3/1/2021</td> </tr> <tr> <td>Estimated Completion Date:</td> <td style="text-align: right;">12/31/2022</td> </tr> </table>	Estimated Start Date:	3/1/2021	Estimated Completion Date:	12/31/2022													
Estimated Start Date:	3/1/2021																	
Estimated Completion Date:	12/31/2022																	
<b>Justification:</b>	A RESO to accept and appropriate federal grant funds is on the 10/20/2020 Council Agenda; with a \$5,735 design phase local match in the current fiscal year, and then a \$248,340 construction phase local match in FY2021-22.																	

Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2026	Total
1002 Gas Tax	New	\$ 248,340					\$ 248,340
1054 Engineering Grant	New	\$ 1,876,395					\$ 1,876,395
<b>Total</b>		<b>\$ 2,124,735</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,124,735</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ 98 -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	Carlson Blvd. Crosstown Connections and Improvements Project																		
<b>Project Manager:</b>	Tawfic Halaby																		
<b>Department Responsible:</b>	Public Works																		
<b>Project Description:</b>	<p>This project includes the design and construction of bicycle lanes along Carlson Boulevard to provide a continuous bikeway from the existing bike lanes on Carlson Boulevard at San Pablo Avenue in El Cerrito north to Broadway, near Richmond Civic Center. Additionally the project includes state-of-the-art bus shelters at select locations prepped for Wi-Fi and real-time transit information. This project's conceptual design and environmental review were completed concurrently with the Bicycle Master Plan. The Project is partially funded by a Safe Routes to Transit grant awarded by the Metropolitan Transportation Commission.</p> <p>Project ID's: 29122 and 29114  Carlson Blvd Corridor from Broadway to Tehama</p> <table> <tr> <td>Charges for Services</td> <td>\$</td> <td>37,310</td> </tr> <tr> <td>Planning and Design:</td> <td>\$</td> <td>-</td> </tr> <tr> <td>Construction:</td> <td>\$</td> <td>661,100</td> </tr> <tr> <td>Equipment:</td> <td>\$</td> <td>-</td> </tr> <tr> <td>Contingency/Other:</td> <td>\$</td> <td>-</td> </tr> <tr> <td><b>FY2021-22 Total:</b></td> <td><b>\$</b></td> <td><b>698,410</b></td> </tr> </table> <p>Estimated Start Date: 7/1/2019  Estimated Completion Date: 6/30/2022</p>	Charges for Services	\$	37,310	Planning and Design:	\$	-	Construction:	\$	661,100	Equipment:	\$	-	Contingency/Other:	\$	-	<b>FY2021-22 Total:</b>	<b>\$</b>	<b>698,410</b>
Charges for Services	\$	37,310																	
Planning and Design:	\$	-																	
Construction:	\$	661,100																	
Equipment:	\$	-																	
Contingency/Other:	\$	-																	
<b>FY2021-22 Total:</b>	<b>\$</b>	<b>698,410</b>																	
<b>Justification:</b>	Carlson Boulevard is designated as a Key Corridor in both the Pedestrian Plan and the Bicycle Master Plan (BMP). The BMP also recommends a road diet to improve pedestrian safety.																		



Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2026	Total
1054 Engineering Grant	\$ 279,707	\$ 398,410					\$ 678,117
1019 SB1		\$ 300,000					\$ 300,000
<b>Total</b>	<b>\$ 279,707</b>	<b>\$ 698,410</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 978,117</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	Castro Ranch Road Rehabilitation	
<b>Project Manager:</b>	Tawfic Halaby	
<b>Department Responsible:</b>	Public Works	
<b>Project Description:</b>	<p>ADA improvements, pavement rehabilitation, bicycle striping, pavement markings, traffic striping, pedestrian crossings.</p> <p>The pavement rehabilitation is anticipated to have a useful life of 20 years and is anticipated to be completed during fiscal year 2021-22.</p>	
	<p>Project ID: SB102 and 23G03</p> <p>Project Location: Castro Ranch Road</p> <p>Charges for Services: \$ -</p> <p>Planning and Design: \$ -</p> <p>Construction: \$ 100,000</p> <p>Equipment: \$ -</p> <p>Contingency/Other: Annual Street Audit Report \$ -</p> <p><b>FY2021-22 Total: \$ 100,000</b></p>	<p>Estimated Start Date: 7/1/2018</p> <p>Estimated Completion Date: 6/30/2022</p>
<b>Justification:</b>	This project is needed to repair deteriorated infrastructure assets. It will improve the roadway Pavement Condition Index (PCI) and reduce routine maintenance.	



Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2026	Total
1019 SB1	\$ 44,068	\$ 100,000					\$ 144,068
1054 Grant							
<b>Total</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 144,068</b>

<b>Estimated Operation and Maintenance Cost:</b>	\$	-
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	Cutting Boulevard and Harbour Way South Bikeways	
<b>Project Manager:</b>	Tawfic Halaby	
<b>Department Responsible:</b>	Public Works	
<b>Project Description:</b>	This project includes installing a separated two-way bikeway along portions of Cutting Boulevard, Hoffman Boulevard, and Harbour Way South, as well as an asphalt berm, traffic striping, pavement markings, signage, asphalt slurry sealing, and traffic signal work.	
	Project ID:	SB115, 23G06, 29103, 23F2B, 29103 Cutting Boulevard (Garrard-Hoffman), Hoffman Boulevard (Cutting-Harbour Way South), Harbour Way South (Hoffman-South Terminus)
	Project Location:	South Terminus)
	Charges for Services	\$ 12,000
	Planning and Design:	\$ 20,000
	Construction:	\$ 1,542,012
	Construction Management:	\$ 150,000
	Contingency/Other:	\$ 150,000
	<b>FY2021-22 Total:</b>	<b>\$ 1,874,012</b>
	Estimated Start Date:	9/1/2020
Estimated Completion Date:	6/30/2022	
<b>Justification:</b>	Implementing the recently adopted Ferry to Bridge to Greenway (F2B2G) Plan.	



Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2026	Total
1019 SB1	New	\$ 900,000					\$ 900,000
1054 Engineering Grants	New	\$ 909,012					\$ 909,012
2001 General Capital	New	\$ 65,000					\$ 65,000
<b>Total</b>		<b>\$ 1,874,012</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,874,012</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	Fire Station 66 - Gender Specific Restrooms	
<b>Project Manager:</b>	Joe Leach	
<b>Department Responsible:</b>	Public Works	
<b>Project Description:</b>	Construct a gender specific restroom facility.	
	Project ID:	05G01
	Project Location:	4100 Clinton Avenue
	Planning and Design:	\$ 1,500
	Construction:	\$ 83,826
	Equipment:	\$ -
	Contingency/Other:	\$ -
	<b>FY20201-22 Total:</b>	<b>\$ 85,326</b>
	Estimated Start Date:	7/1/2019
	Estimated Completion Date:	6/30/2022
<b>Justification:</b>	A gender specific restroom facility is needed to accommodate female firefighter needs.	

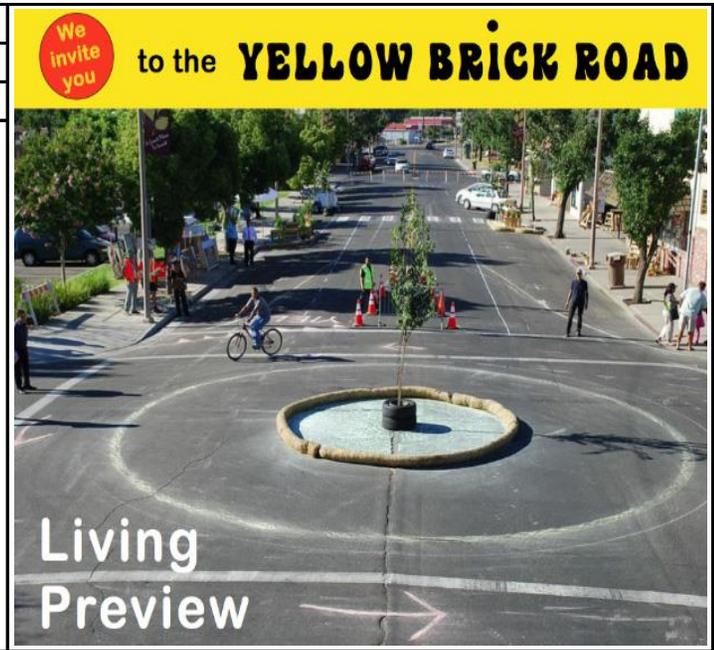


Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2026	Total
2001 General Capital	\$62,665	\$ 85,326					\$ 147,991
<b>Total</b>	<b>\$62,665</b>	<b>\$ 85,326</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 147,991</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	Greening the Yellow Brick Road
<b>Project Manager:</b>	Tawfic Halaby
<b>Department Responsible:</b>	Public Works
<b>Project Description:</b>	<p>Creating of safe bicycle and pedestrian routes.</p> <p>Bicycle and pedestrian safety elements including bicycle lanes, curb ramps, elevated crosswalks, bulb-outs, flashing beacons, pavement striping, traffic circles, signage, lighting.</p> <p>Project ID: 29125</p> <p>Project Location: Pennsylvania from 7th Street to 9th Street, 8th Street from Barrett Avenue to Pennsylvania Avenue.</p> <p>Charges for Services \$ -</p> <p>Planning and Design: \$ -</p> <p>Construction: \$ 1,609,719</p> <p>Equipment: \$ -</p> <p>Contingency/Other: \$ -</p> <p><b>FY2021-22 Total: \$ 1,609,719</b></p> <p>Estimated Start Date: 4/1/2019</p> <p>Estimated Completion Date: 6/30/2022</p>



**Justification:** To create safe bicycle and pedestrian routes, and to add greening elements in the Iron Triangle Neighborhood.

Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2026	Total
1054 Engineering Grant	\$ 395,470	\$ 1,609,719					\$ 2,005,189
<b>Total</b>	<b>\$ 395,470</b>	<b>\$ 1,609,719</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,005,189</b>

**Estimated Operation and Maintenance Cost: \$ 400,000**

**City of Richmond**  
 Capital Improvement Plan  
 FY2022 through FY2026  
**Project Description Report**

<b>Project Name:</b>	Harbour 8 Park Expansion	 <p><b>HARBOUR-8 PARK EXPANSION PROJECT</b></p>
<b>Project Manager:</b>	Joe Leach	
<b>Department Responsible:</b>	Public Works	
<b>Project Description:</b>	Property acquisition and Park Expansion Project	
	Project ID: 23004 Project Location: #1 Harbour Way South Charges for Services: \$ 45,000 Planning and Design: \$ 1,600,000 Construction: \$ 4,691,269 Equipment: \$ - Contingency/Other: \$ - <b>FY2021-22 Total: \$ 6,336,269</b>	
	Estimated Start Date: 7/1/2020 Estimated Completion Date: 06/30/2022	
<b>Justification:</b>	This park received a \$8,500,000 State Grant for a total park rehabilitation. The Project will improve the quality of life and safety for the neighborhood.	

Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2026	Total
1054 Engineering Grant	\$ 716,016	\$ 6,336,269					\$ 7,052,285
<b>Total</b>	<b>\$ 716,016</b>	<b>\$ 6,336,269</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,052,285</b>

**Estimated Operation and Maintenance Cost:**

**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	I-80 Central Interchange Phase II		
<b>Project Manager:</b>	Tawfic Halaby		
<b>Department Responsible:</b>	Public Works		
<b>Project Description:</b>	<p>This project is the first in a two phase effort to improve traffic congestion at the I-580/I-80/Central Avenue area. Phase I includes signalization of intersections currently configured as all-way stops and the installation of variable message signs (VMS). The VMS will be configured to prohibit left turns onto westbound I-80 from Central during weekend peak periods, redirecting this traffic to eastbound I-580. This project is wholly funded by grants, including a Federal earmark and Measure J.</p>		
	Project ID:	29110	
	Project Location:	I-580/I-80 Central Ave.	
	Charges for Services	\$ 27,061	
	Planning and Design:	\$ -	
	Construction:	\$ 2,323,978	
	Equipment:	\$ -	
	Contingency/Other:	\$ -	
	<b>FY2021-22 Total:</b>	<b>\$ 2,351,039</b>	
	Estimated Start Date:	7/1/2016	
	Estimated Completion Date:	12/31/2022	
<b>Justification:</b>	Central Avenue is a designated Route of Regional Significance in Contra Costa County. The four closely spaced signalized intersections along Central Avenue between Jacuzzi Street and Pierce Street lack sufficient storage capacity, resulting in poor intersection operations and heavy congestion during peak travel times, especially on weekends.		

Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2026	Total
2002 Measure J	\$ 466,803	\$ 2,351,039					\$ 2,817,842
<b>Total</b>	<b>\$ 466,803</b>	<b>\$ 2,351,039</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,817,842</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ 400,000</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

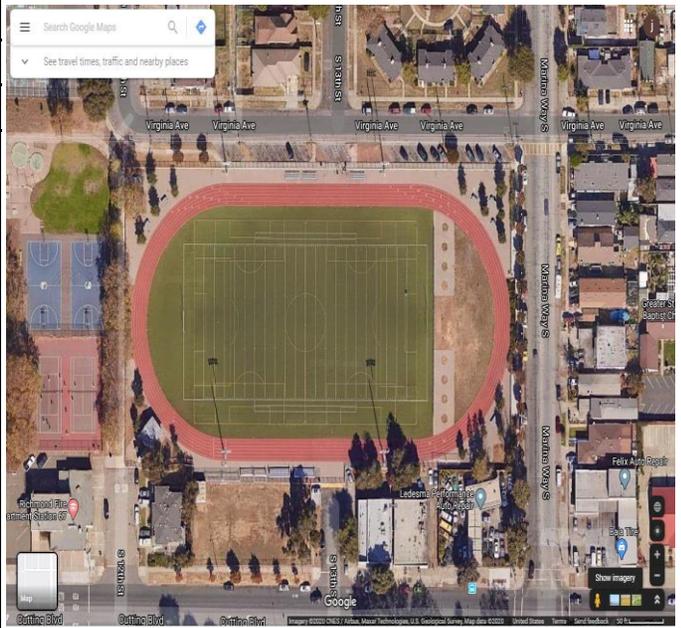
<b>Project Name:</b>	Martin Luther King Jr. Community Center	
<b>Project Manager:</b>	Joe Leach	
<b>Department Responsible:</b>	Public Works	
<b>Project Description:</b>	<p>This project will design and construct a new community center to replace the Martin Luther King (MLK) Jr. Community Center that was damaged by flooding, and demolished in 2010. The new MLK Center will be designed through a community process and made an integral part of the Nystrom Village Revitalization project. Final design and construction cost are currently unfunded.</p> <p>Project ID: 01015  Project Location: 360 Harbour Way S.  Charges for Services: \$ -  Planning and Design: \$ 267,692  Construction: \$ -  Equipment: \$ -  Contingency/Other: \$ -  <b>FY2021-22 Total: \$ 267,692</b></p> <p>Estimated Start Date: 7/1/2015  Estimated Completion Date: TBD</p>	
<b>Justification:</b>	Design and construct a new (replacement) MLK Community Center.	



Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2026	Total
2001 General Capital	\$ 531,097	\$ 267,692					\$ 798,789
<b>Total</b>	<b>\$ 531,097</b>	<b>\$ 267,692</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 798,789</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$</b>	<b>-</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	Martin Luther King (MLK) Jr. Park Turf Field Replacement		
<b>Project Manager:</b>	Joe Leach		
<b>Department Responsible:</b>	Public Works		
<b>Project Description:</b>	Football field turf replacement at MLK Jr. field. Total project cost is \$500,000, waiting on approval from the County for balance of \$250,000 needed to complete the project.		
	Project ID: 23007 Project Location: 360 Harbour Way South Charges for Services Planning and Design: Construction: \$ 250,000 Equipment: \$ - Contingency/Other: \$ - <b>FY2021-22 Total: \$ 250,000</b>		
	Estimated Start Date: 7/1/2020 Estimated Completion Date: 06/30/2022		
<b>Justification:</b>	The project will improve the quality of life and safety for the neighborhood.		

Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2026	Total
1006 Outside Funded Grant	\$ -	\$ 250,000					\$ 250,000
<b>Total</b>	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000

<b>Estimated Operation and Maintenance Cost:</b>	\$ -
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

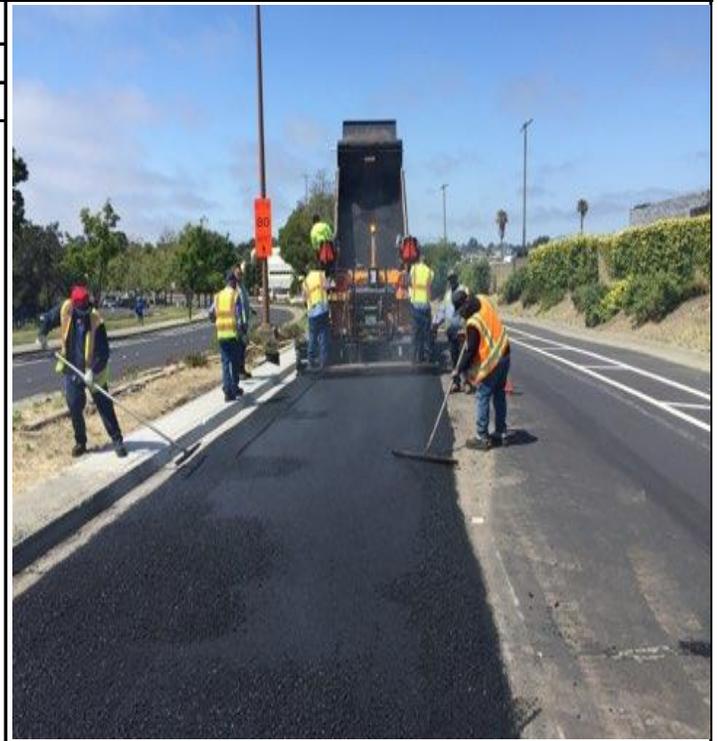
<b>Project Name:</b>	SF Bay Trail Pt. Molate		
<b>Project Manager:</b>	Joe Leach		
<b>Department Responsible:</b>	Public Works		
<b>Project Description:</b>	<p>This project will construct 1.25 miles of multi-use San Francisco Bay Trail between Point Molate Beach Park and Stenmark Drive at the northern border of the City's Point Molate property.</p>		
	Project ID:	01A14	
	Project Location:	Pt. Molate	
	Charges for Services:	\$ 115,139	
	Planning and Design:	\$ -	
	Construction:	\$ 904,828	
	Equipment:	\$ -	
	Contingency/Other:	\$ -	
	<b>FY2021-22 Total:</b>	<b>\$ 1,019,967</b>	
	Estimated Start Date:	6/30/2016	
	Estimated Completion Date:	6/30/2023	
<b>Justification:</b>	Pedestrian and bicycle safety. Recreation.		

Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2026	Total
2001 General Capital	\$ 109,330	\$ 646,703					\$ 756,033
2116 Parks Open Space Impact Fee		\$ 373,264					\$ 373,264
<b>Total</b>	<b>\$ 109,330</b>	<b>\$ 1,019,967</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,129,297</b>

<b>Estimated Operation and Maintenance Cost:</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	Street Paving	
<b>Project Manager:</b>	Tawfic Halaby	
<b>Department Responsible:</b>	Public Works	
<b>Project Description:</b>	This project is needed to repair deteriorated infrastructure assets and as preventive maintenance. It will improve the roadway Pavement Condition Index (PCI) and reduce routine maintenance. The pavement rehabilitation is anticipated to have a useful life of 20 years and is anticipated to be completed during fiscal years 2020-21 and 2021-22.	
	Project ID:	01A05
	Project Location:	City-wide
	Charges for Services	\$ 700,000
	Planning and Design:	\$ -
	Construction:	\$ 1,867,894
	Equipment:	\$ -
	Contingency/Other: Annual Street Audit Report	\$ -
	<b>FY2021-22 Total:</b>	<b>\$ 2,567,894</b>
	Estimated Start Date:	7/1/2016
Estimated Completion Date:	Ongoing	
<b>Justification:</b>	This project is needed to repair deteriorated infrastructure assets and as preventive maintenance. It will improve the roadway Pavement Condition Index (PCI) and reduce routine maintenance.	



Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2026	Total
1002 Gas Tax	Ongoing	\$ 2,567,894	\$ 2,619,252	\$ 2,671,637	\$ 2,725,070	\$ 2,779,571	\$ 13,363,424
<b>Total</b>	<b>\$ -</b>	<b>\$ 2,567,894</b>	<b>\$ 2,619,252</b>	<b>\$ 2,671,637</b>	<b>\$ 2,725,070</b>	<b>\$ 2,779,571</b>	<b>\$ 13,363,424</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	Street Paving SB1 Richmond Parkway	
<b>Project Manager:</b>	Tawfic Halaby	
<b>Department Responsible:</b>	Public Works	
<b>Project Description:</b>	Funded with Road Maintenance and Rehabilitation Account (RMRA) revenues include, pavement rehabilitation of portions of the Richmond Parkway.	
	The pavement rehabilitation is anticipated to have a useful life of 20 years and is anticipated to be completed during fiscal years 2020-21 and 2021-22.	
	Project ID:	SB109
	Project Location:	Richmond Parkway
	Charges for Services	\$ -
	Planning and Design:	\$ -
	Construction:	\$ 558,457
Equipment:	\$ -	
Contingency/Other: Annual Street Audit Report	\$ -	
<b>FY2021-22 Total:</b>	<b>\$ 558,457</b>	
Estimated Start Date:	7/1/2018	
Estimated Completion Date:	Ongoing	
<b>Justification:</b>	This project is needed to repair deteriorated infrastructure assets and as preventive maintenance. It will improve the roadway Pavement Condition Index (PCI) and reduce routine maintenance.	



Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2026	Total
1019 SB1	Ongoing	\$ 558,457					\$ 558,457
<b>Total</b>	<b>\$ -</b>	<b>\$ 558,457</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 558,457</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

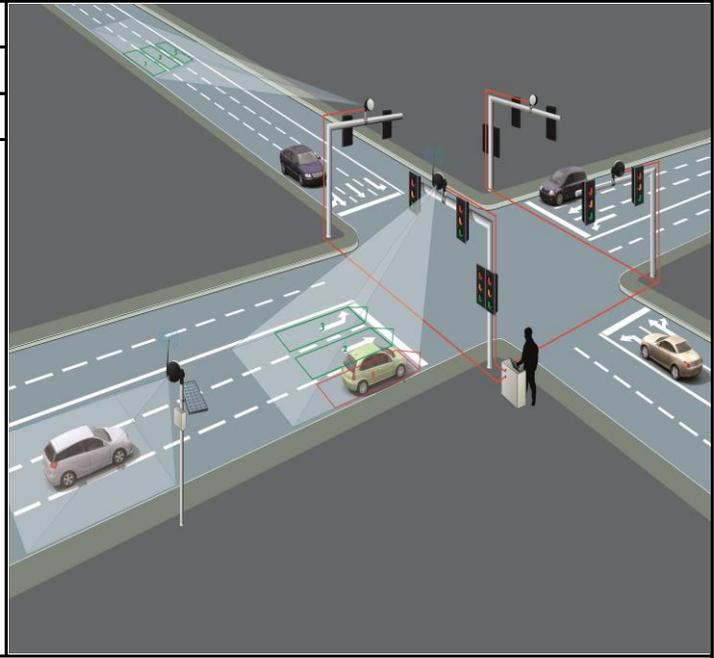
<b>Project Name:</b>	Surface Drainage																	
<b>Project Manager:</b>	Joe Leach																	
<b>Department Responsible:</b>	Public Works																	
<b>Project Description:</b>	<p>This project is intended to address various types of surface drainage issues including but not limited to the following: Repair damaged curb and gutter causing ponding; reduce isolated flooding areas; and stop ground water seepage.</p>																	
	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Project ID:</td> <td style="text-align: right;">01C09</td> </tr> <tr> <td>Project Location:</td> <td style="text-align: right;">City-wide</td> </tr> <tr> <td>Charges for Services</td> <td style="text-align: right;">\$ 27,000</td> </tr> <tr> <td>Planning and Design:</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Construction:</td> <td style="text-align: right;">\$ 273,000</td> </tr> <tr> <td>Equipment:</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Contingency/Other:</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td><b>FY2021-26 Total:</b></td> <td style="text-align: right;"><b>\$ 300,000</b></td> </tr> </table>		Project ID:	01C09	Project Location:	City-wide	Charges for Services	\$ 27,000	Planning and Design:	\$ -	Construction:	\$ 273,000	Equipment:	\$ -	Contingency/Other:	\$ -	<b>FY2021-26 Total:</b>	<b>\$ 300,000</b>
Project ID:	01C09																	
Project Location:	City-wide																	
Charges for Services	\$ 27,000																	
Planning and Design:	\$ -																	
Construction:	\$ 273,000																	
Equipment:	\$ -																	
Contingency/Other:	\$ -																	
<b>FY2021-26 Total:</b>	<b>\$ 300,000</b>																	
	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Estimated Start Date:</td> <td style="text-align: right;">7/1/2018</td> </tr> <tr> <td>Estimated Completion Date:</td> <td style="text-align: right;">Ongoing</td> </tr> </table>	Estimated Start Date:	7/1/2018	Estimated Completion Date:	Ongoing													
Estimated Start Date:	7/1/2018																	
Estimated Completion Date:	Ongoing																	
<b>Justification:</b>	This project is mandated by Federal Law.																	

Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2026	Total
2002 Measure J	Ongoing	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,500,000
<b>Total</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ 1,500,000</b>				

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	Traffic Safety Improvement	
<b>Project Manager:</b>	Tawfic Halaby	
<b>Department Responsible:</b>	Public Works	
<b>Project Description:</b>	Various traffic safety improvement projects including Video Detection Systems and traffic signal improvements. 33rd and Macdonald, traffic calming measures, Harbour Way striping improvements, on-call transportation consultant, studies, etc	
	Project ID:	01B02
	Project Location:	City-wide
	Charges for Services	\$ 56,426
	Planning and Design:	\$ -
	Construction:	\$ 443,574
	Equipment:	\$ -
Contingency/Other:	\$ -	
<b>FY2021-22 Total:</b>	<b>\$ 500,000</b>	
Estimated Start Date:	7/1/2018	
Estimated Completion Date:	Ongoing	
<b>Justification:</b>	The project is needed to improve traffic safety at several locations throughout the City.	

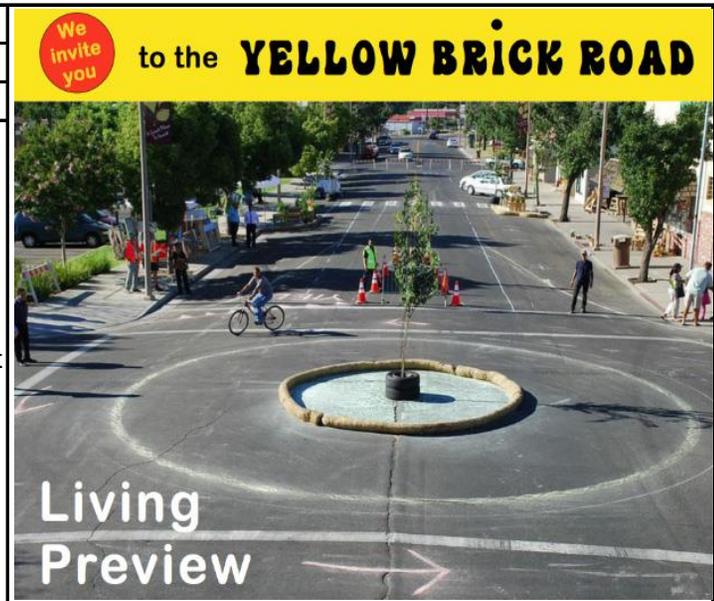


Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2026	Total
2002 Measure J	Ongoing	\$ -	\$ 260,000	\$ 260,000	\$ 260,000	\$ 260,000	\$ 1,040,000
2111 Traffic Impact Fee	Ongoing	\$ 500,000					\$ 500,000
<b>Total</b>	<b>\$ -</b>	<b>\$ 500,000</b>	<b>\$ 260,000</b>	<b>\$ 260,000</b>	<b>\$ 260,000</b>	<b>\$ 260,000</b>	<b>\$ 1,540,000</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2022 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	Yellow Brick Road		
<b>Project Manager:</b>	Tawfic Halaby		
<b>Department Responsible:</b>	Capital Projects		
<b>Project Description:</b>	Construct a safe bike and walking route in Richmond's Iron Triangle neighborhood to connect community assets together.		
	Project ID:		29113
	Project Location:		8th Street
	Charges for Services	\$	-
	Planning and Design:	\$	-
	Construction:	\$	1,512,678
	Equipment:	\$	-
	Contingency/Other:	\$	-
	<b>FY2021-22 Total:</b>	<b>\$</b>	<b>1,512,678</b>
	Estimated Start Date:		7/1/2017
	Estimated Completion Date:		6/30/2023



**Justification:** Construct a safe bike and walking route in Richmond's Iron Triangle neighborhood to connect community assets together.

Project Funding	Prior	FY2022	FY2023	FY2024	FY2025	FY2026	Total
1054 Engineering Grant	\$ 533,127	\$ -					\$ 533,127
1017 ECIA	\$ 173,688	\$ 1,512,678					\$ 1,686,366
<b>Total</b>	<b>\$ 706,815</b>	<b>\$ 1,512,678</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,219,493</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ 400,000</b>
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# Budget 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 (A/P):** Amounts owing to private persons, firms, or corporation for goods and services received.

**Accounts Receivable (A/R):** 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.

**Adjusted Budget:** The status of appropriations as of a specific date between July 1<sup>st</sup>, at the beginning of the fiscal period, and June 30<sup>th</sup>, 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<sup>st</sup>.

## Budget Glossary

**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.

**Americans with Disabilities Act (ADA):** Legislation passed in 1990 that prohibits discrimination against people with disabilities. Under this Act, discrimination against a disabled person is illegal in employment, transportation, public accommodations, communications and government activities. The law prohibits private employers, state and local governments, employment agencies and labor unions from discriminating against the disabled. Employers are required to make reasonable accommodations in order for the disabled person to perform their job function.

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

**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.

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

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

**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.

**Assessed Valuation (AV):** The valuation set upon real estate and certain personal property by the County Assessor as a basis for levying property taxes.

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

## Budget Glossary

**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

**Balanced Budget:** A budget in which current revenues in combination with current fund balances equal or exceed current expenditures.

**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.

**Baseline Schedule:** This is the first schedule the project team gains from the Pre-Design Phase of the project based on knowledge about project context and requirements as well as historical data from previous projects. It is a fixed project schedule used in measuring project progress and contract performance. Any change caused by change in scope of the project invalidates the original schedule and necessitates a new baseline schedule.

**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).

**Biennial Budget:** A biennial budget is one that lasts for two years, so any funding initiated by this budget is covered for a two-year period.

## Budget 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.

### C

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

# Budget Glossary

**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 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.

**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.

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

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

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

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

## Budget Glossary

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

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

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

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

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

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

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

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

**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.

## Budget Glossary

**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 Advisory Group (CAG):** A Community Advisory Group is a committee, task force, or board made up of residents of a community with Superfund or other environmental problems. The Community Advisory Group enhances public participation in the cleanup process and other environmental decision-making by providing a public forum where community representatives can discuss their diverse interests, needs, and concerns.

**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 Department of Transportation's (DOT) Community Relations staff, Communications staff and Public Affairs staff that forms the basis of project-related external communications with the public.

**Comprehensive Annual Financial Report (CAFR):** Official annual report of a government. In addition to a combined, combining (assembling of data for all funds within a type), and individual balance sheet, the following are also presented as appropriate: (1) statement of revenues, expenditures, and changes in fund balance (all funds); (2) statement of revenues, expenditures, and changes in fund balance, budget and actual (for general and special revenue funds); (3) statement of revenues, expenses, and changes in retained earnings (for proprietary funds); and (4) statement of changes in financial position (for proprietary funds).

**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.

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

## Budget Glossary

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

**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.

**Congestion Management System (CMS):** Is required by Inter modal Surface Transportation Efficiency Act (ISTEA) to be implemented by states to improve transportation planning.

**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.

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

**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.

**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.

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

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

**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.

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

## Budget Glossary

**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.

**County Road Engineer (CRE):** 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.

### 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.

**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 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/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.

## Budget Glossary

**Department of Transportation (DOT):** A federal agency that implements the nation's overall transportation policy. The DOT establishes overall transportation policy for the United States. Under the DOT umbrella are 11 administrations whose jurisdictions include highway planning, development, and construction; urban mass transit; railroads; aviation; and the safety of ports, highways, and oil and gas pipelines. Decisions made by the department in conjunction with appropriate state and local officials can significantly affect other programs such as land planning, energy conservation, scarce resource utilization, and technological change.

**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.

**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.

**Disadvantaged Business Enterprise (DBE):** A DBE is a for-profit small business concern that is at least 51 percent owned by one or more individuals who are both socially and economically disadvantaged. In the case of a corporation, 51 percent of the stock is owned by one or more such individuals; and, whose management and daily business operations are controlled by one or more of the socially and economically disadvantaged individuals who own it.

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

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

**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.

**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.

## Budget Glossary

### 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.

**Educational Revenue Augmentation Fund (ERAF):** In 1992, the State of California found itself in a serious deficit position. To meet its obligations to fund education at specified levels under Proposition 98, the state enacted legislation that shifted partial financial responsibility for funding education to local government (cities, counties and special districts). The state did this by instructing county auditors to shift the allocation of local property tax revenues from local government to “educational revenue augmentation funds” (ERAFs), directing that specified amounts of city, county and other local agency property taxes be deposited into these funds to support schools.

**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.

## Budget 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.

**Environmental and Community Investment Agreement (ECIA):** On July 29, 2014, the Richmond City Council approved the Environmental and Community Investment Agreement (ECIA), which will invest \$90 million dollars to the Richmond community over 10-years. The ECIA includes investments in community programs, a scholarship program, competitive community grants, community-based greenhouse gas reduction programs, and a photovoltaic solar farm.

**Environmental Impact Report (EIR):** A study of all the factors which a land development or construction project would have on the environment in the area, including population, traffic, schools, fire protection, endangered species, archeological artifacts, and community beauty. Many states require such reports be submitted to local governments before the development or project can be approved, unless the governmental body finds there is no possible impact, which finding is called a "negative declaration."

**Environmental Impact Statement (EIS):** An environmental review document prepared in accordance with Environmental Protection Agency (EPA) and/or National Environmental Policy Act (NEPA) when the lead agency determines a proposal is likely to result in significant adverse environmental impacts.

**Environmental Protection Agency (EPA):** An independent federal agency, created in 1970, that sets and enforces rules and standards that protect the environment and control pollution.

**Equal Employment Opportunity (EEO):** EEO laws make it illegal for employers to discriminate against an employee or potential employee in certain workplaces.

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

### E

**Federal Emergency Management Agency (FEMA):** The FEMA is the federal agency responsible for coordinating emergency planning, preparedness, risk reduction, response, and recovery. The agency works closely with state and local governments by funding emergency programs and providing technical guidance and training. These coordinated activities at the federal, state, and local levels ensure a broad-based emergency program to insure public safety and protect property.

**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 DOT.

## Budget Glossary

**Federal Transportation Improvement Program (FTIP):** Also referred to as the Transportation Improvement Program (TIP). This is a short-range action plan to the long-range Regional Transportation Plan (RTP). It identifies specifically what projects will be funded within the next 3 - 7 years.

**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 EIS. A FONSI is based on the results of an environmental assessment.

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

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

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

**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.

**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.

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

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

**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.

## Budget Glossary

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

**Full-Time Equivalent (FTE):** 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.

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

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

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

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

### G

**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 (GL):** Central repository of the accounting information of an agency in which the summaries of all financial transactions (culled from subsidiary ledgers) during an accounting period are recorded. Includes revenue and expenditure transactions for all accounts within the agency.

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

**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.

# Budget Glossary

**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

**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.

**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.

## I

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

**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.

**Initial Study:** The preliminary analysis that the lead agency prepares in order to determine whether to prepare a negative declaration or an Environmental Impact Report (EIR) and, if necessary, to identify the impacts to be analyzed in the EIR. 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.

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

## Budget Glossary

**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.

**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.

## Budget Glossary

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

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

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

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

**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.

## Budget Glossary

### M

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

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

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

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

**Memorandum of Understanding (MOU):** A document that expresses mutual accord on an issue between two or more parties. Memoranda of understanding are generally recognized as binding, even if no legal claim could be based on the rights and obligations laid down in them. To be legally operative, a memorandum of understanding must (1) identify the contracting parties, (2) spell out the subject matter of the agreement and its objectives, (3) summarize the essential terms of the agreement, and (4) must be signed by the contracting parties.

**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.

**Mitigated Negative Declaration:** Under the 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.

## Budget Glossary

**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.

**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.

**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

**National Environmental Policy Act (NEPA):** Federal legislation that requires consideration of environmental consequences of a project before the project can begin. If a study indicates that there are undesirable environmental consequences of a proposed project, they requires either that consideration be given to "mitigating" measures built into the project that would lessen the environmental damage, or that alternatives (different ways of accomplishing the project goals) be considered that would be less damaging to the environment. NEPA applies to any major federal, state, county, city, or industrial projects that require a Federal permit or receive funding from a Federal agency.

**National 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 Pollutant Discharge Elimination System (NPDES):** Two-phased surface water quality program authorized by Congress as part of the 1987 Clean Water Act.

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

## Budget Glossary

**Negative Declaration:** Under the 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".

**Non-Attainment Area:** An air basin that does not meet existing state or federal air quality standards.

**Notice of Completion (NOC):** The CEQA requires a notice to the public that a draft environmental impact report has been completed.

**Notice of Determination (NOD):** Under the 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 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 CEQA requires this notice to the public that an 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.

### 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.

## Budget Glossary

**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).

**Permits/Approvals:** Required permissions from regulatory agencies with jurisdiction over the work or location of the project.

**Permitting Authority:** The NPDES authorized state agency or EPA regional office that administers the NPDES program, issuing permits, providing compliance assistance, conducting inspections, and enforcing the NPDES program.

**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.

## Budget Glossary

**Programming:** The designation of funds for transportation projects which when approved is included in the 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 Closeout Phase:** A specific phase of the project when construction tasks are completed, contractual and administrative requirements are completed and the project files are archived.

**Project Manager:** The person responsible for leading the team; delivering the project within an approved scope, schedule and budget; conducting quality assurance of the project products; monitoring project progress; and overseeing the project from Pre-Design Phase through Project Close Out Phase.

**Project Report:** 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 State Transportation Improvement Program (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% 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.

## Budget Glossary

### 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.

**Recognized Obligation Payment Schedules (ROPS):** A six month period schedule that sets forth the nature, amount, and source of payment for all enforceable obligations of the Successor Agency to the Redevelopment Agency.

**Record of Decision (ROD):** Under the NEPA, a public document that reflects the agency's final decision, rationale behind that decision, and commitments to monitoring and mitigation.

**Redevelopment Agency:** The governing body created to designate redevelopment project areas, supervise and coordinate planning for a project area, and implement the development program.

**Redevelopment Plan:** Plan for revitalization and redevelopment of land within the project area in order to eliminate blight and remedy the conditions that caused it.

**Redevelopment Property Tax Trust Fund (RPTTP):** A trust fund from the collection of the property tax revenues from the dissolved redevelopment agencies that's used to pay enforceable obligations.

**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.

## Budget Glossary

**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.

### 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%. 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.

## Budget Glossary

**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 CIP adopted biennially by the California Transportation Commission, which includes all major transportation projects funded by state or Federal funds.

**Statement of Overriding Considerations:** Provides an agency with a means to adopt a project with unmitigated significant environmental impacts. The 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.

## Budget Glossary

**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.

**Successor Agency:** An agency that is authorized by law to accept and maintain the legal title, custody, and dominion of records that were created by the former redevelopment agencies.

**Supplemental Appropriation:** An act appropriating funds in addition to those in an annual appropriation act. Supplemental appropriations provide additional budget authority beyond the original estimates for programs or activities (including new programs authorized after the date of the original appropriation act) in cases where the need for funds is too urgent to be postponed until enactment of the next regular appropriation bill.

**Supplies and Services:** This budget category accounts for all personnel, and capital outlay expenses.

**Surface Runoff:** The portion of rainfall that moves over the ground toward a lower elevation and does not infiltrate the soil.

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

## Budget Glossary

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 (TOT):** The TOT 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 Educational Revenue Augmentation Fund (ERAF) funds paid to the Cities in two payments in January and May.

**Trust and Agency Funds:** Also known as Fiduciary Fund Types, these funds are used to account for assets held by the City in a trustee capacity or as an agent for private individuals, organizations, or other governmental agencies. The fiduciary funds used by the City include expendable trust and agency funds. Expendable trust funds are accounted for in the same manner as Governmental Funds (general, special revenues, debt service, and capital project funds). Agency funds are custodial in nature (assets equal liabilities) and do not measure the results of operations.

### U

**Urban Transportation Planning System (UTPS):** Is a tool for multi-modal transportation planning developed by the Urban Mass Transportation Administration (now the Federal Transit Administration) and the Federal Highway Administration. It is used for both long and short-range planning, particularly system analysis and covers both computerized and manual 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 (UUT):** A 10% tax imposed on utility (telecommunication, gas, electricity, water and video) revenue.

## Budget Glossary

### V

**Vehicle License Fee (VLF) Backfill:** In FY2004, the State dropped the Motor VLF from 2% to .67%. In FY 2004 the State backfilled the fee reduction with other State funds. In fiscal year 2005, the backfill was replaced with an allocation of local property tax from County Educational Revenue Augmentation Fund (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.

# Budget Glossary

## List of Acronyms

<b>AV</b>	Assessed Valuation
<b>ADA</b>	Americans with Disabilities Act
<b>A/P</b>	Accounts Payable
<b>A/R</b>	Accounts Receivable
<b>CAFR</b>	Comprehensive Annual Financial Report
<b>CAG</b>	Community Advisory Group
<b>CalPERS</b>	California Public Employees' Retirement System
<b>Caltrans</b>	California Department of Transportation
<b>CBD</b>	Central Business District
<b>CEQA</b>	California Environmental Quality Act
<b>CFD</b>	Community Facility District
<b>CIP</b>	Capital Improvement Plan
<b>CMP</b>	Congestion Management Program
<b>CMS</b>	Congestion Management System
<b>COG</b>	Council of Governments
<b>COR</b>	City of Richmond
<b>CPA</b>	Certified Public Accountant
<b>CPI</b>	Consumer Price Index
<b>CPUC</b>	California Public Utility Commission
<b>CRE</b>	County Road Engineer
<b>CTC</b>	California Transportation Commission
<b>DBE</b>	Disadvantaged Business Enterprise

## Budget Glossary

<b>D/C</b>	Demand Capacity Ratio
<b>DEMO</b>	Demonstration Funds
<b>DSMP</b>	District System Management Plan
<b>DOT</b>	Department of Transportation
<b>EAP</b>	Environmental Protection Agency
<b>ECIA</b>	Environmental and Community Investment Agreement
<b>EEO</b>	Equal Employment Opportunity
<b>EIR</b>	Environmental Impact Report
<b>EIS</b>	Environmental Impact Statement
<b>ERAF</b>	Educational Revenue Augmentation Fund
<b>FEMA</b>	Federal Emergency Management Agency
<b>FHWA</b>	Federal Highway Administration
<b>FONSI</b>	Finding of No Significant Impact
<b>FTE</b>	Full-Time Equivalent
<b>FTIP</b>	Federal Transportation Improvement Program
<b>GAAP</b>	Generally Accepted Accounting Principles
<b>GL</b>	General Ledger
<b>HCM</b>	Highway Capacity Manual
<b>HOV</b>	High Occupancy Vehicle
<b>HR</b>	Human Resources
<b>HUD</b>	Federal Department of Housing and Urban Development
<b>IRRS</b>	Interregional Road System
<b>ISTEA</b>	Intermodal Surface Transportation Efficiency Act
<b>IT</b>	Information Technology

## Budget Glossary

<b>ITS</b>	Intelligent Transportation System
<b>ITSP</b>	Interregional Transportation Strategic Plan
<b>LAIF</b>	Local Agency Investment Fund
<b>LOS</b>	Level of Service
<b>LTFP</b>	Long-term Financial Plan
<b>MOU</b>	Memorandum of Understanding
<b>MPO</b>	Metropolitan Planning Organization
<b>MTIP</b>	Metropolitan Transportation Improvement Program
<b>NEPA</b>	National Environmental Policy Act
<b>NHS</b>	National Highway System
<b>NOC</b>	Notice of Completion
<b>NOD</b>	Notice of Determination
<b>NOI</b>	Notice of Intent
<b>NOP</b>	Notice of Preparation
<b>NPDES</b>	National Pollutant Discharge Elimination System
<b>OPEB</b>	Other Post-Employment Benefits
<b>PAF</b>	Personnel Action Form
<b>PO</b>	Purchase Order
<b>PR</b>	Purchase Requisition
<b>Precon</b>	Pre-construction Conference
<b>PSR</b>	Project Study Report
<b>RFP</b>	Request for Proposal
<b>RFQ</b>	Request for Qualification
<b>ROD</b>	Record of Decision

## Budget Glossary

<b>ROPS</b>	Recognized Obligation Payment Schedules
<b>ROW</b>	Right-of-Way
<b>RPTTP</b>	Redevelopment Property Tax Trust Fund
<b>SEC</b>	Security and Exchange Commission
<b>STIP</b>	State Transportation Improvement Plan
<b>SWPPP</b>	Stormwater Pollution Prevention Plan
<b>TIP</b>	Transportation Improvement Program
<b>TOT</b>	Transient Occupancy Tax
<b>UTPS</b>	Urban Transportation Planning System
<b>UUT</b>	Utility Users Tax
<b>VLf</b>	Vehicle License Fee