



Richmond California

Adopted Operating Budget June 29, 2021
Fiscal Year 2021-22

CITY OF RICHMOND
FISCAL YEAR 2021-22
ADOPTED OPERATING BUDGET

TABLE OF CONTENTS	PAGE
INTRODUCTION:	
RICHMOND CITY COUNCIL	9
CITY OFFICIALS	11
ACKNOWLEDGEMENTS.....	13
STAFF REPORT – OPERATING BUDGET	15
RESOLUTIONS – OPERATING & CAPITAL IMPROVEMENT BUDGETS	26
RESOLUTION - ANNUAL APPROPRIATIONS LIMIT	30
MISSION, VISION, AND VALUES.....	33
 BUDGET SUMMARIES:	
CITYWIDE ORGANIZATIONAL CHART.....	34
BUDGET SUMMARIES.....	35
TRANSFERS SCHEDULE	86
CITYWIDE GRANTS LISTING	87
MULTI-YEAR COMPARATIVE POSITION LISTING.....	89

DEPARTMENT SUMMARIES

GENERAL GOVERNMENT:

OFFICE OF THE MAYOR	106
CITY COUNCIL	110
CITY CLERK	114
CITY ATTORNEY	118
COMMUNITY POLICE REVIEW COMMISSION.....	122
INFORMATION TECHNOLOGY	126
CITY MANAGER'S OFFICE.....	130
ECONOMIC DEVELOPMENT	136
INTERNAL SERVICES	141
FINANCE DEPARTMENT	145
HUMAN RESOURCES	149
OFFICE OF NEIGHBORHOOD SAFETY	153

PUBLIC SAFETY:

POLICE DEPARTMENT	157
FIRE DEPARTMENT	163

PUBLIC WORKS:

PUBLIC WORKS	169
WATER RESOURCE RECOVERY	176

COMMUNITY DEVELOPMENT:

PLANNING AND BUILDING SERVICES	181
HOUSING DEPARTMENT	184

LIBRARY AND COMMUNITY SERVICES:

LIBRARY	188
COMMUNITY SERVICES	193
EMPLOYMENT AND TRAINING	198
TRANSPORTATION	203

RENT CONTROL:

RENT PROGRAM	207
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NON-DEPARTMENTAL:

GENERAL GOVERNMENT	211
MARINA OPERATIONS	213

APPENDICES:

DEBT SCHEDULE	214
BUDGETED FUNDS - SOURCES AND USES	217
GLOSSARY OF TERMS	224
ACRONYMS	252

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City of Richmond, California



City of Pride and Purpose

FY 2021-22 Adopted Budget
Presented by
Laura Snideman, City Manager
And
Belinda Brown, Finance Director/Treasurer

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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	Shasa 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 ADOPTED 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



Cover Photo Provided By FreeRichmondPhotos.com

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FINANCE DEPARTMENT

AGENDA REPORT

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– 6th 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:

FY2020-21 Excess:	15,547,889
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
Amount Left over	\$28,322

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
Total	8,550,000.00

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 Iwaarden 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:
 - o Street paving program - \$2.5 million
 - o 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:
 - o I-80 Central Interchange Phase II - \$2.3 million
 - o 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:
 - o De-chlorination System Replacement - \$3.5 million
 - o Sludge Thickener Replacement - \$1.5 million
- State Revolving Fund Loan was awarded in April 2021. Notable project:
 - o 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:
 - o Boorman Park Revitalization - \$3.5 million
 - o Bridge Preventive Maintenance - \$1.8 million
 - o Carlson Crosstown Connections - \$398,410
 - o Cutting Blvd. and Harbour Way S. Bikeways - \$909,012
 - o Greening the Yellow Brick Road - \$1.6 million
 - o Harbour 8 Park Expansion - \$6.3 million
 - o 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
 - o Museum - \$500 thousand
 - o Nevin Community Center - \$500 thousand
 - o Recreation Center Administration - \$500 thousand
 - o Main Library - \$500 thousand
- General Fund, using excess revenues from FY 2020-2021, will fund the following projects in FY 2021-2022

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

RESOLUTION NO. 77-21

**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:

Funds	FY 2021-2022
General Fund	\$187,842,223
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
Total	\$423,221,079

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 at a special meeting thereof held June 29, 2021, by the following vote:

AYES: Councilmembers Jimenez, Martinez, McLaughlin, Willis,
and Vice Mayor Johnson III.

NOES: Councilmember Bates and Mayor Butt.

ABSTENTIONS: None.

ABSENT: None.

PAMELA CHRISTIAN
CLERK OF THE CITY OF RICHMOND
(SEAL)

Approved:

THOMAS K. BUTT
Mayor

Approved as to form:

TERESA STRICKER
City Attorney

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

I certify that the foregoing is a true copy of **Resolution No. 77-21**, finally passed and adopted by the City Council of the City of Richmond at a special meeting held on June 29, 2021.



Pamela Christian, Clerk of the City of Richmond

RESOLUTION NO. 76-21

**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**

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 \$97,216,360 for the Fiscal Year 2021-2022 of the Capital Improvement Plan.
- b. Project expenditures funded by the General Fund residual revenue from Fiscal Year 2020-2021 in the amount of \$1,520,000 for Fiscal Year 2021-2022.

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.

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

AYES:	Councilmembers Jimenez, Martinez, McLaughlin, Willis, and Vice Mayor Johnson III.
NOES:	Councilmember Bates and Mayor Butt.
ABSTENTIONS:	None.
ABSENT:	None.

PAMELA CHRISTIAN
CLERK OF THE CITY OF RICHMOND
(SEAL)

Approved:

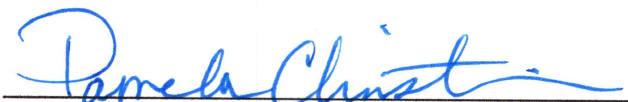
THOMAS K. BUTT
Mayor

Approved as to form:

TERESA STRICKER
City Attorney

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

I certify that the foregoing is a true copy of **Resolution No. 76-21**, finally passed and adopted by the City Council of the City of Richmond at a special meeting held on June 29, 2021.


Pamela Christian, Clerk of the City of Richmond

RESOLUTION NO. 79-21

**RESOLUTION OF THE COUNCIL OF THE CITY OF RICHMOND, CALIFORNIA,
ADOPTING THE FISCAL YEAR 2021-22 APPROPRIATIONS LIMIT PURSUANT TO
ARTICLE XIII B OF THE CONSTITUTION OF THE STATE OF CALIFORNIA**

WHEREAS, Article XIII B, as amended, of the Constitution of the State of California requires all local government entities to establish an annual appropriations limit; and

WHEREAS, the appropriation subject to limitation for each year shall be based on the 1978-79 appropriation adjusted for changes in the cost of living and population; and

WHEREAS, Section 7910 of the Government Code requires each local government to establish its appropriations limit by resolution in each fiscal year beginning with fiscal year 1980-81; and

WHEREAS, the City calculated its Fiscal Year 2021-22 Appropriations Limit based on the percent of change in the population of the County, January to January and the change in the State's per capita personal income.

NOW, THEREFORE, BE IT RESOLVED, that the City of Richmond, California has established the Appropriations Limit for Fiscal Year 2021-22, as reflected in the Attachment 1 that is attached to this resolution.

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

AYES:	Councilmembers Bates, Jimenez, Martinez, McLaughlin, Willis, and Vice Mayor Johnson III.
NOES:	Mayor Butt.
ABSTENTIONS:	None.
ABSENT:	None.

PAMELA CHRISTIAN
CLERK OF THE CITY OF RICHMOND
(SEAL)

Approved:

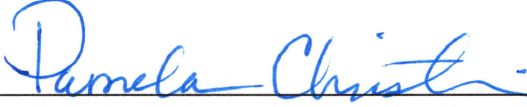
THOMAS K. BUTT
Mayor

Approved as to form:

TERESA STRICKER
City Attorney

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

I certify that the foregoing is a true copy of **Resolution No. 79-21**, finally passed and adopted by the City Council of the City of Richmond at a special meeting held on June 29, 2021.



Pamela Christian, Clerk of the City of Richmond

ATTACHMENT 1

APPROPRIATIONS LIMIT
(aka GANN LIMIT)

Fiscal Year	Per Capita Personal Income Change	Population Change Factor Used	Per Capita Personal Income Factor	Population Factor Used	Change Factor	Limit
2000-01	4.91%	0.61%	1.0491	1.0061	1.05549951	\$184,302,245
2001-02	7.82%	1.71%	1.0782	1.0171	1.09663722	\$202,112,702
2002-03	-1.27%	1.76%	0.9873	1.0176	1.00467648	\$203,057,878
2003-04	2.31%	1.43%	1.0231	1.0143	1.03773033	\$210,719,318
2004-05	3.28%	1.12%	1.0328	1.0112	1.04436736	\$220,068,378
2005-06	5.26%	1.18%	1.0526	1.0118	1.06502068	\$234,377,374
2006-07	3.96%	1.00%	1.0396	1.0100	1.04999600	\$246,095,305
2007-08	4.42%	1.13%	1.0442	1.0113	1.05599946	\$259,876,509
2008-09	4.29%	1.36%	1.0429	1.0136	1.05708344	\$274,711,154
2009-10	0.62%	1.16%	1.0062	1.0116	1.01787192	\$279,620,770
2010-11	-2.54%	1.11%	0.9746	1.0111	0.98541806	\$275,543,357
2011-12	2.51%	0.77%	1.0251	1.0077	1.03299327	\$284,634,433
2012-13	3.77%	0.83%	1.0377	1.0083	1.04631291	\$297,816,682
2013-14	5.12%	0.77%	1.0512	1.0077	1.05929424	\$315,475,496
2014-15	-0.23%	0.98%	0.9977	1.0098	1.00747746	\$317,834,451
2015-16	3.82%	1.28%	1.0382	1.0128	1.05148896	\$334,199,417
2016-17	5.37%	1.12%	1.0537	1.0112	1.06550144	\$356,089,960
2017-18	3.69%	1.13%	1.0369	1.0113	1.04861697	\$373,401,975
2018-19	3.67%	0.88%	1.0367	1.0088	1.04582296	\$390,512,358
2019-20	3.85%	0.70%	1.0385	1.0070	1.04576950	\$408,385,914
2020-21	3.73%	0.38%	1.0373	1.0038	1.04124174	\$425,228,459
2021-22	5.73%	0.35%	1.0573	1.0035	1.06100055	\$451,167,629

MISSION

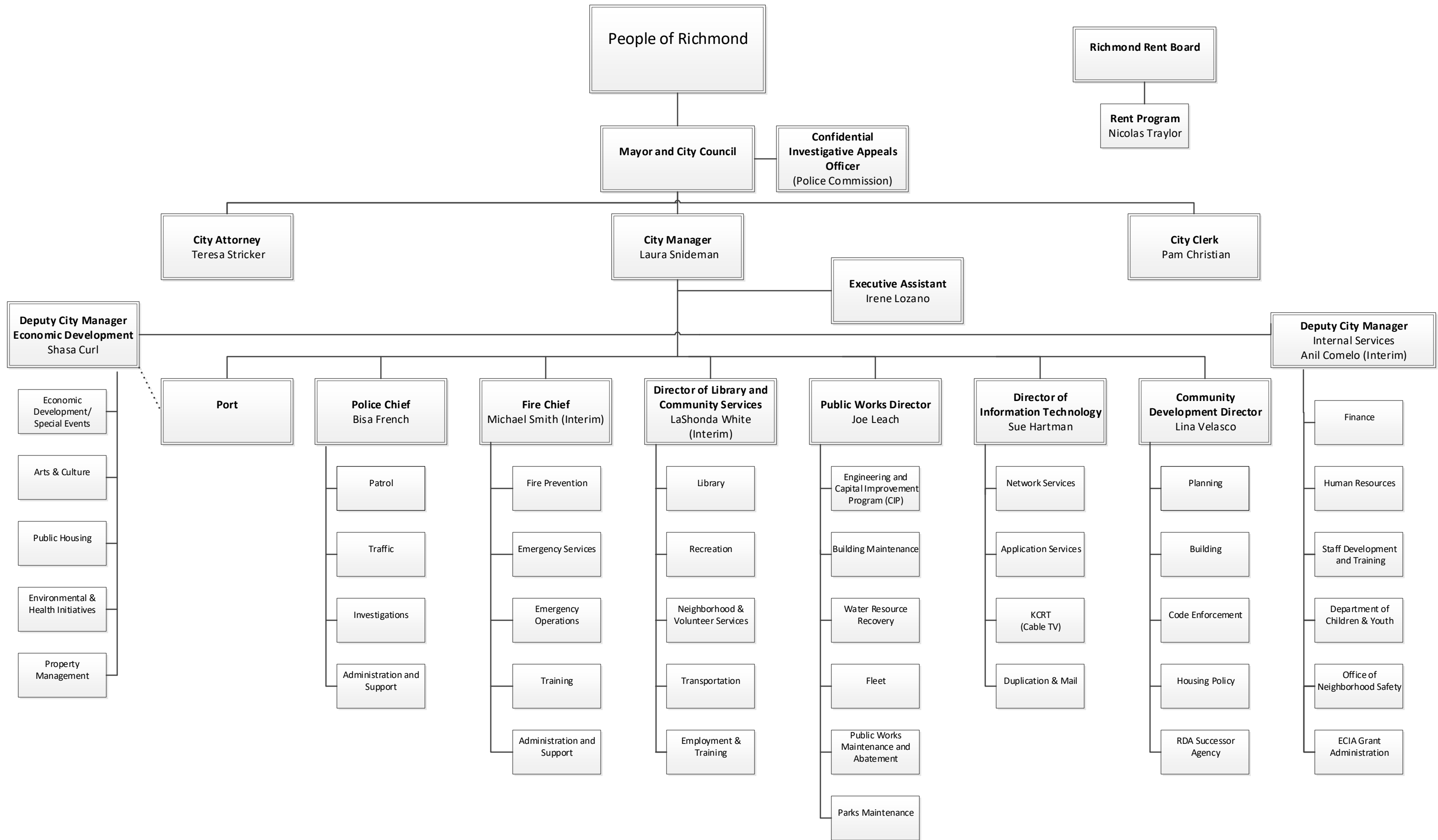
The City of Richmond shall provide services that enhance economic vitality, the environment and the quality of life of our community.

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.



**City of Richmond
FY2021-22 Adopted Budget Summary
ALL FUNDS**

	General Fund	Other Operations	Special Revenues	Capital Improve-ments	Debt Service	Enterprise Funds	Internal Service	Subtotal	Housing Department	Successor Agency	RHA	Pension Trusts	Total
ESTIMATED BEGINNING BALANCE 07/01/2021	24,546,456	1,960,493	23,795,052	15,799,864	9,919,690	88,841,325	55,750,460	220,613,340	6,854,168	-	-	-	227,467,508
Revenues													
30 Property Tax	47,460,890	1,728,833	11,636,191	-	12,659,853	-	-	73,485,767	-	-	-	-	73,485,767
31 Sales Tax	49,960,211	-	-	-	-	-	-	49,960,211	-	-	-	-	49,960,211
32 Utility Users Tax	45,452,324	-	-	-	-	-	-	45,452,324	-	-	-	-	45,452,324
33 Other Taxes	18,269,102	-	-	-	-	-	-	18,269,102	-	-	-	-	18,269,102
34 Licenses, Permits and Fees	11,806,326	6,672,199	3,881,061	-	-	1,286,000	-	23,645,585	668,221	-	-	-	24,313,807
35 Fines, Forfeitures and Penalties	550,000	2,000	-	-	-	2,000	-	554,000	-	-	-	-	554,000
36 Interest and Investment Income	236,079	-	14,460	-	-	-	-	250,539	200,186	-	-	-	450,725
37 Charges for Services	3,383,931	5,313,296	227,000	-	5,445,541	26,905,522	11,702,544	52,977,834	-	-	-	-	52,977,834
Charges for Internal Services	-	-	-	-	-	-	-	-	-	-	-	-	-
38 Other Revenues	158,977	151,738	30,000	-	-	-	2,600,000	2,940,715	629,042	-	-	-	3,569,757
39 Rental Income	733,206	4,380	-	-	-	10,820,957	-	11,558,543	-	-	-	-	11,558,543
3A State and Local Taxes	90,000	-	-	19,171,606	-	-	-	19,261,606	-	-	-	-	19,261,606
3B Federal Grant Revenue	-	2,939,146	-	131,967	-	-	-	3,071,113	300,000	-	-	-	3,371,113
3C State Grant Revenue	160,000	2,812,500	32,000	818,984	-	-	-	3,823,484	166,432	-	-	-	3,989,916
3D Other Grant Revenue	153,569	2,224,421	468,335	5,443,707	-	-	-	8,290,032	-	-	-	-	8,290,032
3H Pension Stabilization Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
60 Proceeds from Sale of Property	100,000	-	-	-	-	-	-	100,000	106,036	-	-	-	206,036
61 Loan/Bond Proceeds	-	-	-	-	-	-	-	-	377,861	-	-	-	377,861
Total Revenues	178,514,614	21,848,513	16,289,047	25,566,264	18,105,394	39,014,479	14,302,544	313,640,855	2,447,779	-	-	-	316,088,634

City of Richmond
FY2021-22 Adopted Budget Summary
ALL FUNDS

	General Fund	Other Operations	Special Revenues	Capital Improve-ments	Debt Service	Enterprise Funds	Internal Service	Subtotal	Housing Department	Successor Agency	RHA	Pension Trusts	Total
Expenditures													
40 Salaries and Wages	75,424,602	5,552,655	1,711,270	-	-	2,209,037	3,477,264	88,374,828	304,411	-	-	-	88,679,239
Salary savings	-	-	-	-	-	-	-	-	-	-	-	-	-
41 Benefits	62,145,202	4,282,832	1,236,144	-	-	1,355,301	569,996	69,589,474	227,547	-	-	-	69,817,021
Benefits savings	-	-	-	-	-	-	-	-	-	-	-	-	-
42 Professional Services	11,201,880	6,218,112	10,914,244	840,512	-	11,143,529	1,028,700	41,346,977	62,058	-	-	-	41,409,035
43 Other Operating	10,672,191	409,258	287,865	249,479	-	481,916	51,000	12,151,709	8,469	-	-	-	12,160,178
44 Utilities	4,565,743	241,145	4,400	-	-	1,675,410	-	6,486,698	801	-	-	-	6,487,499
45 Equipment & Contractual Svcs.	2,628,158	678,772	516,915	1,195,954	-	1,426,350	-	6,446,149	-	-	-	-	6,446,149
46 Provision for Insurance Loss	25,725	-	9,300	-	-	33,000	20,610,790	20,678,815	-	-	-	-	20,678,815
47 Cost Pool	14,130,436	3,075,145	352,935	-	-	1,424,382	510,267	19,493,165	233,290	-	-	-	19,726,455
48 Asset & Capital Outlay	1,602,890	101,000	1,659,428	31,110,960	-	220,000	2,346,000	37,040,278	1,150,000	-	-	-	38,190,278
Capital Improvement Projects	-	-	-	-	-	58,960,642	-	58,960,642	-	-	-	-	58,960,642
49 Debt Service Expenditures	1,065,359	-	-	-	22,536,642	12,886,415	326,018	36,814,435	-	-	-	-	36,814,435
50 Grant Expenditures	2,500	3,441,918	51,000	546,725	-	-	-	4,042,143	-	-	-	-	4,042,143
51 CDBG/Home/Hsg Proj	-	-	-	-	-	-	-	-	3,419,000	-	-	-	3,419,000
52 Employment & Training Allocations	-	514,190	-	-	-	-	-	514,190	-	-	-	-	514,190
53 RHA Cost Allocation	-	-	-	-	-	-	-	-	-	-	-	-	-
4A A87 Cost Plan Reimbursement	(3,516,104)	-	-	-	-	-	-	(3,516,104)	-	-	-	-	(3,516,104)
Other Operating Savings	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	179,948,582	24,515,027	16,743,501	33,943,629	22,536,642	91,815,982	28,920,035	398,423,399	5,405,576	-	-	-	403,828,975

**City of Richmond
FY2021-22 Adopted Budget Summary
ALL FUNDS**

	General Fund	Other Operations	Special Revenues	Capital Improvements	Debt Service	Enterprise Funds	Internal Service	Subtotal	Housing Department	Successor Agency	RHA	Pension Trusts	Total
90 Transfers in from:													
General Fund	-	2,110,635	1,800,000		2,406,458	-	426,018	6,743,111	-	-		-	6,743,111
Operations	9,769,404	-	-	-	-	-	-	9,769,404	562,101	-		-	10,331,505
Special Revenue	-	-	-	-	1,092,338	-	-	1,092,338	-	-		934,004	2,026,342
Capital Improvements	-	-	-	-	-	-	-	-	-	-		-	-
Debt Service	-	-	-	-	-	-	-	-	-	-		-	-
Enterprise Fund	-	-	-	-	-	-	-	-	-	-		-	-
Internal Service Funds	86,778	-	-	-	-	-	-	86,778	-	-		-	86,778
Housing Department	-	-	-	-	-	-	-	-	-	-		-	-
Successor Agency	-	-	-	-	-	-	-	-	-	11,079,176		-	11,079,176
Housing Authority	-	-	-	-	-	-	-	-	-	-	1,435,818	-	1,435,818
Total transfers in	9,856,182	2,110,635	1,800,000	-	3,498,796	-	426,018	17,691,631	562,101	11,079,176	1,435,818	934,004	31,702,730
91 Transfers out to:													
General Fund	-	-	-	-	-	86,778	-	86,778	-	-		-	86,778
Operations	5,052,463	-	-	-	-	-	-	5,052,463	562,101	-		-	5,614,564
Special Revenue	-	-	-	-	-	-	-	-	-	-		-	-
Capital Improvements	-	-	-	-	-	-	-	-	-	-		-	-
Debt Service	2,406,458	-	10,861,742	-	-	-	-	13,268,200	-	-		-	13,268,200
Enterprise Fund	-	-	-	-	-	-	-	-	-	-		-	-
Internal Service Funds	426,018	-	-	-	-	-	-	426,018	-	-		-	426,018
Housing Department	-	-	-	-	-	-	-	-	-	-		-	-
Successor Agency	-	-	-	-	-	-	-	-	-	11,079,176		-	11,079,176
Housing Authority	-	-	-	-	-	-	-	-	-	-	293,990	-	293,990
Garfield Pension	-	-	-	-	-	-	-	-	-	-		-	-
General Pension	-	-	934,004	-	-	-	-	934,004	-	-		-	934,004
Total transfers out	7,884,939	-	11,795,746	-	-	86,778	-	19,767,463	562,101	11,079,176	293,990	-	31,702,730
Net transfers in/out	1,971,243	2,110,635	(9,995,746)	-	3,498,796	(86,778)	426,018	(2,075,832)	-	-	1,141,828	934,004	0
Excess/(Deficiency)	537,276	(555,879)	(10,450,200)	(8,377,366)	(932,452)	(52,888,281)	(14,191,473)	(86,858,375)	(2,957,798)	-	1,141,828	934,004	(87,740,341)
ENDING BALANCE	25,083,732	1,404,614	13,344,852	7,422,498	8,987,238	35,953,044	41,558,988	133,754,964	3,896,370	-	1,141,828	934,004	139,727,167

187,833,521

**City of Richmond
FY2021-22 Adopted Budget Summary
ALL FUNDS**

ESTIMATED BEGINNING BALANCE 07/01/2021

Revenues

Property Tax
Sales Tax
Utility Users Tax
Other Taxes
Licenses, Permits and Fees
Fines, Forfeitures and Penalties
Interest and Investment Income
Charges for Services
Charges for Internal Services
Other Revenues
Rental Income
State and Local Taxes
Federal Grant Revenue
State Grant Revenue
Other Grant Revenue
Pension Stabilization Revenue
Proceeds from Sale of Property
Loan/Bond Proceeds

Total Revenues

**City of Richmond
FY2021-22 Adopted Budget Summary
ALL FUNDS**

Expenditures

Salaries and Wages
 Salary savings
Benefits
 Benefits savings
Professional Services
Other Operating
Utilities
Equipment & Contractual Svcs.
Provision for Insurance Loss
Cost Pool
Asset & Capital Outlay
Capital Improvement Projects
Debt Service Expenditures
Grant Expenditures
CDBG/Home/Hsg Proj
Employment & Training Allocations
RHA Cost Allocation
A87 Cost Plan Reimbursement
Other Operating Savings

Total Expenditures

City of Richmond
FY2021-22 Adopted Budget Summary
ALL FUNDS

Transfers in from:

General Fund
Operations
Special Revenue
Capital Improvements
Debt Service
Enterprise Fund
Internal Service Funds
Housing Department
Successor Agency
Housing Authority

Total transfers in

Transfers out to:

General Fund
Operations
Special Revenue
Capital Improvements
Debt Service
Enterprise Fund
Internal Service Funds
Housing Department
Successor Agency
Housing Authority
Garfield Pension
General Pension

Total transfers out

Net transfers in/out

Excess/(Deficiency)

ENDING BALANCE

**City of Richmond
FY2021-22 Adopted Budget Summary
GENERAL FUND**

	<u>General Fund</u>
FUND	0001
Estimated Beginning Balance 07/01/2021	24,546,456
<u>Revenues</u>	
30 Property Tax	47,460,890
31 Sales Tax	49,960,211
32 Utility Users Tax	45,452,324
33 Other Taxes	18,269,102
34 Licenses, Permits and Fees	11,806,326
35 Fines, Forfeitures and Penalties	550,000
36 Interest and Investment Income	236,079
37 Charges for Services	3,383,931
Charges for Internal Services	
38 Other Revenues	158,977
39 Rental Income	733,206
3A State and Local Taxes	90,000
3B Federal Grant Revenue	-
3C State Grant Revenue	160,000
3D Other Grant Revenue	153,569
3H Pension Stabilization Revenue	-
60 Proceeds from Sale of Property	100,000
61 Loan/Bond Proceeds	-
Total Revenues	178,514,614

**City of Richmond
FY2021-22 Adopted Budget Summary
GENERAL FUND**

FUND	General Fund
0001	
<u>Expenditures</u>	
40 Salaries and Wages	75,424,602
<i>Salary savings</i>	
41 Benefits	62,145,202
<i>Benefits savings</i>	
42 Professional Services	11,201,880
43 Other Operating	10,672,191
44 Utilities	4,565,743
45 Equipment & Contractual Svcs.	2,628,158
46 Provision for Insurance Loss	25,725
47 Cost Pool	14,130,436
48 Asset & Capital Outlay	1,602,890
Capital Improvement Projects	
49 Debt Service Expenditures	1,065,359
50 Grant Expenditures	2,500
51 CDBG/Home/Hsg Proj	-
52 Employment & Training Allocations	-
53 RHA Cost Allocation	-
4A A87 Cost Plan Reimbursement	(3,516,104)
	-
Total Expenditures	<u>179,948,582</u>

**City of Richmond
FY2021-22 Adopted Budget Summary
GENERAL FUND**

	General Fund
FUND	0001
90 Transfers in from:	
General Fund	
Operations	
Special Revenue	9,769,404
Capital Improvements	
Debt Service	
Enterprise Fund	
Internal Service Funds	86,778
Housing Department	
Successor Agency	
Housing Authority	
Total transfers in	9,856,182
91 Transfers out to:	
General Fund	
Operations	5,052,463
Special Revenue	
Capital Improvements	
Debt Service	2,406,458
Enterprise Fund	
Internal Service Funds	426,018
Housing Department	
Successor Agency	
Housing Authority	
Garfield Pension	
General Pension	-
Total transfers out	7,884,939
Net transfers in/out	1,971,243
Excess/(Deficiency)	537,276
Ending Balance	25,083,732

City of Richmond
FY2021-22 Adopted Budget Summary
OTHER OPERATIONS

	Transportation Operations	Hilltop L&L	Marina Bay L&L	Planning/Bldg Cost Recovery	Engineering Cost Recovery
FUND	1003	1012	1015	1050	1051
Estimated Beginning Balance 07/01/2021	32,888	373,813	1,000,949	2,956,858	(3,472,099)
Revenues					
30 Property Tax	-	1,060,038	668,794	-	-
31 Sales Tax	-	-	-	-	-
32 Utility Users Tax	-	-	-	-	-
33 Other Taxes	-	-	-	-	-
34 Licenses, Permits and Fees	-	-	-	6,427,663	-
35 Fines, Forfeitures and Penalties	-	-	-	-	-
36 Interest and Investment Income	-	-	-	-	-
37 Charges for Services	-	-	-	3,359,000	-
Charges for Internal Services					
38 Other Revenues	-	-	-	-	-
39 Rental Income	-	-	-	-	-
3A State and Local Taxes	-	-	-	-	-
3B Federal Grant Revenue	-	-	-	-	-
3C State Grant Revenue	840,000	-	-	660,000	-
3D Other Grant Revenue	-	-	-	-	-
3H Pension Stabilization Revenue	-	-	-	-	-
60 Proceeds from Sale of Property	-	-	-	-	-
61 Loan/Bond Proceeds	-	-	-	-	-
Total Revenues	840,000	1,060,038	668,794	10,446,663	-

City of Richmond
FY2021-22 Adopted Budget Summary
OTHER OPERATIONS

FUND	Transportation Operations	Hilltop L&L	Marina Bay L&L	Planning/Bldg Cost Recovery	Engineering Cost Recovery
	1003	1012	1015	1050	1051
<u>Expenditures</u>					
40 Salaries and Wages	198,071	558,638	471,759	2,524,274	-
<i>Salary savings</i>					
41 Benefits	237,954	401,371	330,031	1,801,725	-
<i>Benefits savings</i>					
42 Professional Services	95,000	43,115	53,504	4,453,520	-
43 Other Operating	7,900	67,191	64,454	83,406	-
44 Utilities	2,500	41,000	134,395	9,000	-
45 Equipment & Contractual Svcs.	-	75,000	7,075	7,609	-
46 Provision for Insurance Loss	-	-	-	-	-
47 Cost Pool	248,819	145,433	116,448	1,908,033	-
48 Asset & Capital Outlay	-	-	-	1,000	-
Capital Improvement Projects					
49 Debt Service Expenditures	-	-	-	-	-
50 Grant Expenditures	-	-	-	-	-
51 CDBG/Home/Hsg Proj	-	-	-	-	-
52 Employment & Training Allocations	-	-	-	-	-
53 RHA Cost Allocation	-	-	-	-	-
4A A87 Cost Plan Reimbursement	-	-	-	-	-
Total Expenditures	790,244	1,331,748	1,177,666	10,788,567	-

City of Richmond
FY2021-22 Adopted Budget Summary
OTHER OPERATIONS

	Transportation Operations	Hilltop L&L	Marina Bay L&L	Planning/Bldg Cost Recovery	Engineering Cost Recovery
FUND	1003	1012	1015	1050	1051
90 Transfers in from:					
General Fund		215,963	448,967		
Operations					
Special Revenue					
Capital Improvements					
Debt Service					
Enterprise Fund					
Internal Service Funds					
Housing Department					
Successor Agency					
Housing Authority					
ECIA					
Total transfers in	-	215,963	448,967	-	-
91 Transfers out to:					
General Fund					
Operations					
Special Revenue					
Capital Improvements					
Debt Service					
Enterprise Fund					
Internal Service Funds					
Housing Department					
Successor Agency					
Housing Authority					
Total transfers out	-	-	-	-	-
Net transfers in/out	-	215,963	448,967	-	-
Excess/(Deficiency)	49,756	(55,747)	(59,905)	(341,904)	-
Ending Balance	82,644	318,066	941,044	2,614,954	(3,472,099)

City of Richmond
FY2021-22 Adopted Budget Summary
OTHER OPERATIONS

	Code Enforcement	Employment & Training	Stormwater	Operations Total
FUND	1053	1205	4006	
Estimated Beginning Balance 07/01/2021	(211,678)	1,153,693	126,069	1,960,493
<u>Revenues</u>				
30 Property Tax	-	-	-	1,728,833
31 Sales Tax	-	-	-	-
32 Utility Users Tax	-	-	-	-
33 Other Taxes	-	-	-	-
34 Licenses, Permits and Fees	-	169,536	75,000	6,672,199
35 Fines, Forfeitures and Penalties	-	-	2,000	2,000
36 Interest and Investment Income	-	-	-	-
37 Charges for Services	-	24,000	1,930,296	5,313,296
Charges for Internal Services	-	-	-	-
38 Other Revenues	-	151,738	-	151,738
39 Rental Income	-	-	4,380	4,380
3A State and Local Taxes	-	-	-	-
3B Federal Grant Revenue	-	2,939,146	-	2,939,146
3C State Grant Revenue	-	1,312,500	-	2,812,500
3D Other Grant Revenue	-	2,224,421	-	2,224,421
3H Pension Stabilization Revenue	-	-	-	-
60 Proceeds from Sale of Property	-	-	-	-
61 Loan/Bond Proceeds	-	-	-	-
Total Revenues	-	6,821,341	2,011,676	21,848,513

City of Richmond
FY2021-22 Adopted Budget Summary
OTHER OPERATIONS

	Code Enforcement	Employment & Training	Stormwater	Operations Total
FUND	1053	1205	4006	
<u>Expenditures</u>				
40 Salaries and Wages	-	1,667,927	131,986	5,552,655
<i>Salary savings</i>				-
41 Benefits	-	1,435,185	76,566	4,282,832
<i>Benefits savings</i>				-
42 Professional Services	-	6,200	1,566,773	6,218,112
43 Other Operating	-	182,807	3,500	409,258
44 Utilities	-	13,000	41,250	241,145
45 Equipment & Contractual Svcs.	-	589,088	-	678,772
46 Provision for Insurance Loss	-	-	-	-
47 Cost Pool	-	543,408	113,004	3,075,145
48 Asset & Capital Outlay	-	100,000	-	101,000
Capital Improvement Projects				-
49 Debt Service Expenditures	-	-	-	-
50 Grant Expenditures	-	3,441,918	-	3,441,918
51 CDBG/Home/Hsg Proj	-	-	-	-
52 Employment & Training Allocations	-	514,190	-	514,190
53 RHA Cost Allocation	-	-	-	-
4A A87 Cost Plan Reimbursement	-	-	-	-
Total Expenditures	-	8,493,723	1,933,079	24,515,027

City of Richmond
FY2021-22 Adopted Budget Summary
OTHER OPERATIONS

	Code Enforcement	Employment & Training	Stormwater	Operations Total
FUND	1053	1205	4006	
90 Transfers in from:				
General Fund		1,445,705		2,110,635
Operations				-
Special Revenue				-
Capital Improvements				-
Debt Service				-
Enterprise Fund				-
Internal Service Funds				-
Housing Department				-
Successor Agency				-
Housing Authority				-
ECIA				-
Total transfers in	-	1,445,705	-	2,110,635
91 Transfers out to:				
General Fund				-
Operations				-
Special Revenue				-
Capital Improvements				-
Debt Service				-
Enterprise Fund				-
Internal Service Funds				-
Housing Department				-
Successor Agency				-
Housing Authority				-
Total transfers out	-	-	-	-
Net transfers in/out	-	1,445,705	-	2,110,635
Excess/(Deficiency)	-	(226,677)	78,597	(555,879)
Ending Balance	(211,678)	927,016	204,666	1,404,614

City of Richmond
FY2021-22 Adopted Budget Summary
SPECIAL REVENUE FUNDS

	Secured Pension Override	Library Fund	Emergency Medical Services	Veolia Mitigation Funds	N. Rich. Waste Mit. Funds
FUND	1001	1005	1007	1009	1010
Estimated Beginning Balance 07/01/2021	-	483,090	202,051	269,647	116,107
<u>Revenues</u>					
30 Property Tax	11,420,605	-	215,586	-	-
31 Sales Tax	-	-	-	-	-
32 Utility Users Tax	-	-	-	-	-
33 Other Taxes	-	-	-	-	-
34 Licenses, Permits and Fees	-	-	-	25,000	124,207
35 Fines, Forfeitures and Penalties	-	-	-	-	-
36 Interest and Investment Income	-	-	-	-	-
37 Charges for Services	-	-	-	-	-
Charges for Internal Services	-	-	-	-	-
38 Other Revenues	-	-	-	-	-
39 Rental Income	-	-	-	-	-
3A State and Local Taxes	-	-	-	-	-
3B Federal Grant Revenue	-	-	-	-	-
3C State Grant Revenue	-	32,000	-	-	-
3D Other Grant Revenue	-	50,000	-	-	-
3H Pension Stabilization Revenue	-	-	-	-	-
60 Proceeds from Sale of Property	-	-	-	-	-
61 Loan/Bond Proceeds	-	-	-	-	-
Total Revenues	11,420,605	82,000	215,586	25,000	124,207

City of Richmond
FY2021-22 Adopted Budget Summary
SPECIAL REVENUE FUNDS

	Secured Pension Override	Library Fund	Emergency Medical Services	Veolia Mitigation Funds	N. Rich. Waste Mit. Funds
FUND	1001	1005	1007	1009	1010
<u>Expenditures</u>					
40 Salaries and Wages	-	-	-	-	-
<i>Salary savings</i>					
41 Benefits	-	-	-	-	-
<i>Benefits savings</i>					
42 Professional Services	-	235,151	124,900	100,000	122,207
43 Other Operating	-	14,200	77,000	-	1,000
44 Utilities	-	-	-	-	1,000
45 Equipment & Contractual Svcs.	-	-	80,000	-	-
46 Provision for Insurance Loss	-	-	-	-	-
47 Cost Pool	-	-	-	-	-
48 Asset & Capital Outlay	-	42,950	20,000	-	-
Capital Improvement Projects					
49 Debt Service Expenditures	-	-	-	-	-
50 Grant Expenditures	-	1,000	-	-	-
51 CDBG/Home/Hsg Proj	-	-	-	-	-
52 Employment & Training Allocations	-	-	-	-	-
53 RHA Cost Allocation	-	-	-	-	-
4A A87 Cost Plan Reimbursement	-	-	-	-	-
Total Expenditures	-	293,301	301,900	100,000	124,207

SPECIAL REVENUE FUNDS

General Fund
Operations
Special Revenue
Capital Improvements
Debt Service
Enterprise Fund
Internal Service Funds
Housing Department
Successor Agency
Housing Authority

City of Richmond
FY2021-22 Adopted Budget Summary
SPECIAL REVENUE FUNDS

	Hazmat Grant	EDA Revolving Loan Fund	Chevron Modernization Project	Kids First Fund	Encroachments Fund	Rent Control Fund	Special Revenue Total
FUND	1013	1014	1017	1303	1055	1018	
Estimated Beginning Balance 07/01/2021	-	42,187	19,940,458	154,358	1,411,450	1,175,704	23,795,052
Revenues							
Property Tax	-	-	-	-	-	-	11,636,191
Sales Tax	-	-	-	-	-	-	-
Utility Users Tax	-	-	-	-	-	-	-
Other Taxes	-	-	-	-	-	-	-
Licenses, Permits and Fees	-	-	-	-	838,000	2,893,854	3,881,061
Fines, Forfeitures and Penalties	-	-	-	-	-	-	-
Interest and Investment Income	-	-	-	-	-	14,460	14,460
Charges for Services	-	-	-	-	227,000	-	227,000
Charges for Internal Services	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	30,000	30,000
Rental Income	-	-	-	-	-	-	-
State and Local Taxes	-	-	-	-	-	-	-
Federal Grant Revenue	-	-	-	-	-	-	-
State Grant Revenue	-	-	-	-	-	-	32,000
Other Grant Revenue	360,335	-	58,000	-	-	-	468,335
Pension Stabilization Revenue	-	-	-	-	-	-	-
Proceeds from Sale of Property	-	-	-	-	-	-	-
Loan/Bond Proceeds	-	-	-	-	-	-	-
Total Revenues	360,335	-	58,000	-	1,065,000	2,938,314	16,289,047

City of Richmond
FY2021-22 Adopted Budget Summary
SPECIAL REVENUE FUNDS

	Hazmat Grant	EDA Revolving Loan Fund	Chevron Modernization Project	Kids First Fund	Encroachments Fund	Rent Control Fund	Special Revenue Total
FUND	1013	1014	1017	1303	1055	1018	
<u>Expenditures</u>							
Salaries and Wages	-	-	-	84,476	369,936	1,256,858	1,711,270
<i>Salary savings</i>							-
Benefits	-	-	-	62,285	330,842	843,017	1,236,144
<i>Benefits savings</i>							-
Professional Services	321,444		8,211,945	1,558,173	-	240,425	10,914,244
Other Operating	38,891		68,400	14,000	4,700	69,674	287,865
Utilities	-		-	-	2,900	500	4,400
Equipment & Contractual Svcs.	-		436,915	-	-	-	516,915
Provision for Insurance Loss	-		-	-	-	9,300	9,300
Cost Pool	-		-	-	170,231	182,704	352,935
Asset & Capital Outlay	-		1,585,678	-	-	10,800	1,659,428
Capital Improvement Projects							-
Debt Service Expenditures	-		-	-	-	-	-
Grant Expenditures	-		50,000	-	-	-	51,000
CDBG/Home/Hsg Proj	-		-	-	-	-	-
Employment & Training Allocations	-	-	-	-	-	-	-
RHA Cost Allocation	-	-	-	-	-	-	-
A87 Cost Plan Reimbursement	-	-	-	-	-	-	-
Total Expenditures	360,335	-	10,352,938	1,718,934	878,609	2,613,278	16,743,501

City of Richmond
FY2021-22 Adopted Budget Summary
SPECIAL REVENUE FUNDS

	Hazmat Grant	EDA Revolving Loan Fund	Chevron Modernization Project	Kids First Fund	Encroachments Fund	Rent Control Fund	Special Revenue Total
FUND	1013	1014	1017	1303	1055	1018	
Transfers in from:							
General Fund				1,800,000			1,800,000
Operations							-
Special Revenue							-
Capital Improvements							-
Debt Service							-
Enterprise Fund							-
Internal Service Funds							-
Housing Department							-
Successor Agency							-
Housing Authority							-
Total transfers in	-	-	-	1,800,000	-	-	1,800,000
Transfers out to:							
General Fund							-
Operations							-
Special Revenue							-
Capital Improvements							-
Debt Service							11,795,746
Enterprise Fund							-
Internal Service Funds							-
Housing Department							-
Successor Agency							-
Housing Authority							-
Garfield Pension							-
General Pension							-
Total transfers out	-	-	-	-	-	-	11,795,746
Net transfers in/out	-	-	-	1,800,000	-	-	(9,995,746)
Excess/(Deficiency) [1]	-	-	(10,294,938)	81,066	186,391	325,036	(10,450,200)
Ending Balance	-	42,187	9,645,520	235,424	1,597,841	1,500,740	13,344,852

City of Richmond
FY2021-22 Adopted Budget Summary
CAPITAL IMPROVEMENTS

	Gas Tax	Asset Seizure	Outside Grants	Engineering Grants	Road Maint. Fund	Capital Outlay Fund	Measure C/J
FUND	1002	1004	1006	1054	1019	2001	2002
Estimated Beginning Balance 07/01/2021	730,894	280,528	557,456	(2,792,454)	1,715,704	6,474,610	37,336
Revenues							
Property Tax	-	-	-	-	-	-	-
Sales Tax	-	-	-	-	-	-	-
Utility Users Tax	-	-	-	-	-	-	-
Other Taxes	-	-	-	-	-	-	-
Licenses, Permits and Fees	-	-	-	-	-	-	-
Fines, Forfeitures and Penalties	-	-	-	-	-	-	-
Interest and Investment Income	-	-	-	-	-	-	-
Charges for Services	-	-	-	-	-	-	-
Charges for Internal Services	-	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-
Rental Income	-	-	-	-	-	-	-
State and Local Taxes	2,820,234	-	-	14,192,935	2,158,437	-	-
Federal Grant Revenue	-	-	131,967	-	-	-	-
State Grant Revenue	-	-	818,984	-	-	-	-
Other Grant Revenue	-	-	440,112	480,910	-	-	4,522,685
Pension Stabilization Revenue	-	-	-	-	-	-	-
Proceeds from Sale of Property	-	-	-	-	-	-	-
Loan/Bond Proceeds	-	-	-	-	-	-	-
Total Revenues	2,820,234	-	1,391,063	14,673,845	2,158,437	-	4,522,685

City of Richmond
FY2021-22 Adopted Budget Summary
CAPITAL IMPROVEMENTS

	Gas Tax	Asset Seizure	Outside Grants	Engineering Grants	Road Maint. Fund	Capital Outlay Fund	Measure C/J
FUND	1002	1004	1006	1054	1019	2001	2002
<u>Expenditures</u>							
Salaries and Wages	-	-	-	-	-	-	-
<i>Salary savings</i>							
Benefits	-	-	-	-	-	-	-
<i>Benefits savings</i>							
Professional Services	4,000	3,000	408,312	-	80,000	-	140,000
Other Operating	-	11,500	111,217	-	-	-	-
Utilities	-	-	-	-	-	-	-
Equipment & Contractual Svcs.	850,000	40,000	30,000	-	-	-	234,954
Provision for Insurance Loss	-	-	-	-	-	-	-
Cost Pool	-	-	-	-	-	-	-
Asset & Capital Outlay	1,966,234	165,000	294,809	14,673,845	2,078,457	5,668,654	4,046,516
Capital Improvement Projects							
Debt Service Expenditures	-	-	-	-	-	-	-
Grant Expenditures	-	-	546,725	-	-	-	-
CDBG/Home/Hsg Proj	-	-	-	-	-	-	-
Employment & Training Allocations	-	-	-	-	-	-	-
RHA Cost Allocation	-	-	-	-	-	-	-
A87 Cost Plan Reimbursement	-	-	-	-	-	-	-
Total Expenditures	2,820,234	219,500	1,391,063	14,673,845	2,158,457	5,668,654	4,421,470

**City of Richmond
FY2021-22 Adopted Budget Summary
CAPITAL IMPROVEMENTS**

	Gas Tax	Asset Seizure	Outside Grants	Engineering Grants	Road Maint. Fund	Capital Outlay Fund	Measure C/J
FUND	1002	1004	1006	1054	1019	2001	2002
Transfers in from:							
Total transfers in	-	-	-	-	-	-	-
Transfers out to:							
General Fund							
Operations							
Special Revenue							
Capital Improvements							
Debt Service							
Total transfers out	-	-	-	-	-	-	-
Net transfers in/out	-	-	-	-	-	-	-
Excess/(Deficiency)	-	(219,500)	-	-	(20)	(5,668,654)	101,215
Ending Balance	730,894	61,028	557,456	(2,792,454)	1,715,684	805,956	138,551

**City of Richmond
FY2021-22 Adopted Budget Summary
CAPITAL IMPROVEMENTS**

	Harbor Fund	Park Impact Fee	Traffic Impact Fee	Fire Impact Fee	Police Impact Fee	Recreation Impact Fee
FUND	2007	2110	2111	2113	2114	2115
Estimated Beginning Balance 07/01/2021	45,393	168,075	930,679	150,861	428,664	485,345
Revenues						
Property Tax	-	-	-	-	-	-
Sales Tax	-	-	-	-	-	-
Utility Users Tax	-	-	-	-	-	-
Other Taxes	-	-	-	-	-	-
Licenses, Permits and Fees	-	-	-	-	-	-
Fines, Forfeitures and Penalties	-	-	-	-	-	-
Interest and Investment Income	-	-	-	-	-	-
Charges for Services	-	-	-	-	-	-
Charges for Internal Services	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-
Rental Income	-	-	-	-	-	-
State and Local Taxes	-	-	-	-	-	-
Federal Grant Revenue	-	-	-	-	-	-
State Grant Revenue	-	-	-	-	-	-
Other Grant Revenue	-	-	-	-	-	-
Pension Stabilization Revenue	-	-	-	-	-	-
Proceeds from Sale of Property	-	-	-	-	-	-
Loan/Bond Proceeds	-	-	-	-	-	-
Total Revenues	-	-	-	-	-	-

City of Richmond
FY2021-22 Adopted Budget Summary
CAPITAL IMPROVEMENTS

	Harbor Fund	Park Impact Fee	Traffic Impact Fee	Fire Impact Fee	Police Impact Fee	Recreation Impact Fee
FUND	2007	2110	2111	2113	2114	2115
<u>Expenditures</u>						
Salaries and Wages	-	-	-	-	-	-
<i>Salary savings</i>						
Benefits	-	-	-	-	-	-
<i>Benefits savings</i>						
Professional Services	-	-	-	-	-	-
Other Operating	-	-	-	126,762	-	-
Utilities	-	-	-	-	-	-
Equipment & Contractual Svcs.	-	-	-	-	41,000	-
Provision for Insurance Loss	-	-	-	-	-	-
Cost Pool	-	-	-	-	-	-
Asset & Capital Outlay	-	15,000	508,000	-	-	208,917
Capital Improvement Projects						
Debt Service Expenditures	-	-	-	-	-	-
Grant Expenditures	-	-	-	-	-	-
CDBG/Home/Hsg Proj	-	-	-	-	-	-
Employment & Training Allocations	-	-	-	-	-	-
RHA Cost Allocation	-	-	-	-	-	-
A87 Cost Plan Reimbursement	-	-	-	-	-	-
Total Expenditures	-	15,000	508,000	126,762	41,000	208,917

City of Richmond
FY2021-22 Adopted Budget Summary
CAPITAL IMPROVEMENTS

	Harbor Fund	Park Impact Fee	Traffic Impact Fee	Fire Impact Fee	Police Impact Fee	Recreation Impact Fee
FUND	2007	2110	2111	2113	2114	2115
Transfers in from:						
Total transfers in	-	-	-	-	-	-
Transfers out to:						
General Fund						
Operations						
Special Revenue						
Capital Improvements						
Debt Service						
Total transfers out	-	-	-	-	-	-
Net transfers in/out	-	-	-	-	-	-
Excess/(Deficiency)	-	(15,000)	(508,000)	(126,762)	(41,000)	(208,917)
Ending Balance	45,393	153,075	422,679	24,099	387,664	276,428

City of Richmond
FY2021-22 Adopted Budget Summary
CAPITAL IMPROVEMENTS

	Facility Fee Parks	Library Impact Fee	Hilltop Impact Fee	Storm Drain Impact Fee	Wastewater Impact Fee	CIP Total
FUND	2116	2117	2118	2119	2120	
Estimated Beginning Balance 07/01/2021	2,890,074	1,650,158	31,516	680,452	1,334,574	15,799,864
Revenues						
Property Tax	-	-	-	-	-	-
Sales Tax	-	-	-	-	-	-
Utility Users Tax	-	-	-	-	-	-
Other Taxes	-	-	-	-	-	-
Licenses, Permits and Fees	-	-	-	-	-	-
Fines, Forfeitures and Penalties	-	-	-	-	-	-
Interest and Investment Income	-	-	-	-	-	-
Charges for Services	-	-	-	-	-	-
Charges for Internal Services	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-
Rental Income	-	-	-	-	-	-
State and Local Taxes	-	-	-	-	-	19,171,606
Federal Grant Revenue	-	-	-	-	-	131,967
State Grant Revenue	-	-	-	-	-	818,984
Other Grant Revenue	-	-	-	-	-	5,443,707
Pension Stabilization Revenue	-	-	-	-	-	-
Proceeds from Sale of Property	-	-	-	-	-	-
Loan/Bond Proceeds	-	-	-	-	-	-
Total Revenues	-	-	-	-	-	25,566,264

City of Richmond
FY2021-22 Adopted Budget Summary
CAPITAL IMPROVEMENTS

	Facility Fee Parks	Library Impact Fee	Hilltop Impact Fee	Storm Drain Impact Fee	Wastewater Impact Fee	CIP Total
FUND	2116	2117	2118	2119	2120	
<u>Expenditures</u>						
Salaries and Wages						-
<i>Salary savings</i>						-
Benefits						-
<i>Benefits savings</i>						-
Professional Services	-	205,200	-	-	-	840,512
Other Operating	-	-	-	-	-	249,479
Utilities	-	-	-	-	-	-
Equipment & Contractual Svcs.	-	-	-	-	-	1,195,954
Provision for Insurance Loss	-	-	-	-	-	-
Cost Pool	-	-	-	-	-	-
Asset & Capital Outlay	373,264	318,134	-	-	794,130	31,110,960
Capital Improvement Projects						-
Debt Service Expenditures	-	-	-	-	-	-
Grant Expenditures	-	-	-	-	-	546,725
CDBG/Home/Hsg Proj	-	-	-	-	-	-
Employment & Training Allocations	-	-	-	-	-	-
RHA Cost Allocation	-	-	-	-	-	-
A87 Cost Plan Reimbursement	-	-	-	-	-	-
Total Expenditures	373,264	523,334	-	-	794,130	33,943,629

**City of Richmond
FY2021-22 Adopted Budget Summary
CAPITAL IMPROVEMENTS**

	Facility Fee Parks	Library Impact Fee	Hilltop Impact Fee	Storm Drain Impact Fee	Wastewater Impact Fee	CIP Total
FUND	2116	2117	2118	2119	2120	
Transfers in from:						
Total transfers in	-	-	-	-	-	-
Transfers out to:						
General Fund						-
Operations						-
Special Revenue						-
Capital Improvements			-	-		-
Debt Service						-
Total transfers out	-	-	-	-	-	-
Net transfers in/out	-	-	-	-	-	-
Excess/(Deficiency)	(373,264)	(523,334)	-	-	(794,130)	(8,377,366)
Ending Balance	2,516,810	1,126,825	31,516	680,452	540,444	7,422,498

City of Richmond
FY2021-22 Adopted Budget Summary
DEBT SERVICE

	2005 TAXBLE POBS	99A PENSION OBG	2016 Lease Revenue	Debt Svc Total
FUND	3001	3002	3005	
Estimated Beginning Balance 07/01/2021	9,409,191	8,970	501,529	9,919,690
<u>Revenues</u>				
30 Property Tax	12,659,853	-	-	12,659,853
31 Sales Tax	-	-	-	-
32 Utility Users Tax	-	-	-	-
33 Other Taxes	-	-	-	-
34 Licenses, Permits and Fees	-	-	-	-
35 Fines, Forfeitures and Penalties	-	-	-	-
36 Interest and Investment Income	-	-	-	-
37 Charges for Services	-	-	5,445,541	5,445,541
Charges for Internal Services	-	-	-	-
38 Other Revenues	-	-	-	-
39 Rental Income	-	-	-	-
3A State and Local Taxes	-	-	-	-
3B Federal Grant Revenue	-	-	-	-
3C State Grant Revenue	-	-	-	-
3D Other Grant Revenue	-	-	-	-
3H Pension Stabilization Revenue	-	-	-	-
60 Proceeds from Sale of Property	-	-	-	-
61 Loan/Bond Proceeds	-	-	-	-
Total Revenues	12,659,853	-	5,445,541	18,105,394

City of Richmond
FY2021-22 Adopted Budget Summary
DEBT SERVICE

	2005 TAXBLE POBS	99A PENSION OBG	2016 Lease Revenue	Debt Svc Total
FUND	3001	3002	3005	
<u>Expenditures</u>				
40 Salaries and Wages	-	-	-	-
<i>Salary savings</i>				-
41 Benefits	-	-	-	-
<i>Benefits savings</i>				-
42 Professional Services	-	-	-	-
43 Other Operating	-	-	-	-
44 Utilities	-	-	-	-
45 Equipment & Contractual Svcs.	-	-	-	-
46 Provision for Insurance Loss	-	-	-	-
47 Cost Pool	-	-	-	-
48 Asset & Capital Outlay	-	-	-	-
Capital Improvement Projects				-
49 Debt Service Expenditures	13,862,146	949,396	7,725,100	22,536,642
50 Grant Expenditures	-	-	-	-
51 CDBG/Home/Hsg Proj	-	-	-	-
52 Employment & Training Allocations	-	-	-	-
53 RHA Cost Allocation	-	-	-	-
4A A87 Cost Plan Reimbursement	-	-	-	-
Total Expenditures	13,862,146	949,396	7,725,100	22,536,642

City of Richmond
FY2021-22 Adopted Budget Summary
DEBT SERVICE

	2005 TAXBLE POBS	99A PENSION OBG	2016 Lease Revenue	Debt Svc Total
FUND	3001	3002	3005	
90 Transfers in from:				
General Fund			2,406,458	2,406,458
Operations				-
Special Revenue		1,092,338		1,092,338
Capital Improvements				-
Debt Service				-
Enterprise Fund				-
Internal Service Funds				-
Housing Department				-
Successor Agency				-
Housing Authority				-
Total transfers in	-	1,092,338	2,406,458	3001 3002 3005
91 Transfers out to:				
General Fund				-
Operations				-
Special Revenue				-
Capital Improvements				-
Debt Service				-
Enterprise Fund				-
Internal Service Funds				-
Housing Department				-
Successor Agency				-
Housing Authority				-
Total transfers out	-	-	-	-
Net transfers in/out	-	1,092,338	2,406,458	#VALUE!
Excess/(Deficiency)	(1,202,293)	142,942	126,899	#VALUE!
Ending Balance	8,206,898	151,912	628,428	#VALUE!

City of Richmond
FY2021-22 Adopted Budget Summary
ENTERPRISE FUNDS

FUND	Port	Wastewater	Marina	Enterprise Fund	
	Operations	Enterprise	Operations	KCRT	Total
	4001	4003	4005	4008	
Estimated Beginning Balance 07/01/2021	4,462,653	79,719,268	4,012,811	646,593	88,841,325
<u>Revenues</u>					
30 Property Tax	-	-	-	-	-
31 Sales Tax	-	-	-	-	-
32 Utility Users Tax	-	-	-	-	-
33 Other Taxes	-	-	-	-	-
34 Licenses, Permits and Fees	-	36,000	-	1,250,000	1,286,000
35 Fines, Forfeitures and Penalties	-	2,000	-	-	2,000
36 Interest and Investment Income	-	-	-	-	-
37 Charges for Services	-	26,905,522	-	-	26,905,522
Charges for Internal Services	-	-	-	-	-
38 Other Revenues	-	-	-	-	-
39 Rental Income	10,370,957	-	450,000	-	10,820,957
3A State and Local Taxes	-	-	-	-	-
3B Federal Grant Revenue	-	-	-	-	-
3C State Grant Revenue	-	-	-	-	-
3D Other Grant Revenue	-	-	-	-	-
3H Pension Stabilization Revenue	-	-	-	-	-
60 Proceeds from Sale of Property	-	-	-	-	-
61 Loan/Bond Proceeds	-	-	-	-	-
Total Revenues	10,370,957	26,943,522	450,000	1,250,000	39,014,479

City of Richmond
FY2021-22 Adopted Budget Summary
ENTERPRISE FUNDS

FUND	Port	Wastewater	Marina	Enterprise Fund	
	Operations	Enterprise	Operations	KCRT	Total
	4001	4003	4005	4008	
<u>Expenditures</u>					
40 Salaries and Wages	463,373	1,270,794	-	474,870	2,209,037
<i>Salary savings</i>					-
41 Benefits	314,194	814,706	-	226,401	1,355,301
<i>Benefits savings</i>					-
42 Professional Services	1,257,853	8,900,715	946,161	38,800	11,143,529
43 Other Operating	112,200	331,391	-	38,325	481,916
44 Utilities	363,500	1,306,183	-	5,727	1,675,410
45 Equipment & Contractual Svcs.	49,000	1,377,350	-	-	1,426,350
46 Provision for Insurance Loss	33,000	-	-	-	33,000
47 Cost Pool	453,488	774,869	-	196,025	1,424,382
48 Asset & Capital Outlay				220,000	220,000
Capital Improvement Projects	800,000	58,160,642			58,960,642
49 Debt Service Expenditures	4,686,500	7,993,100	206,815	-	12,886,415
50 Grant Expenditures	-	-	-	-	-
51 CDBG/Home/Hsg Proj	-	-	-	-	-
52 Employment & Training Allocations	-	-	-	-	-
53 RHA Cost Allocation	-	-	-	-	-
4A A87 Cost Plan Reimbursement	-	-	-	-	-
Total Expenditures	8,533,108	80,929,750	1,152,976	1,200,148	91,815,982

**City of Richmond
FY2021-22 Adopted Budget Summary
ENTERPRISE FUNDS**

FUND	Port	Wastewater Enterprise	Marina Operations	KCRT	Enterprise Fund Total
	Operations 4001	Operations 4003	Operations 4005	Operations 4008	
90 Transfers in from:					
General Fund					-
Operations					-
Special Revenue					-
Capital Improvements					-
Debt Service					-
Enterprise Fund					-
Internal Service Funds					-
Housing Department					-
Successor Agency					-
Housing Authority					-
Total transfers in	-	-	-	-	-
91 Transfers out to:					
General Fund			86,778		86,778
Operations					-
Special Revenue					-
Capital Improvements					-
Debt Service					-
Enterprise Fund					-
Internal Service Funds					-
Housing Department					-
Successor Agency					-
Housing Authority					-
Total transfers out	-	-	86,778	-	86,778
Net transfers in/out	-	-	(86,778)	-	(86,778)
Excess/(Deficiency)	1,837,849	(53,986,228)	(789,754)	49,852	(52,888,281)
Ending Balance	6,300,502	25,733,040	3,223,057	696,445	35,953,044

City of Richmond
FY2021-22 Adopted Budget Summary
INTERNAL SERVICE FUNDS

	Risk Mngmnt Insurance	Equipment Replacement	Police CAD System	Police RMS System	Compensated Absences	Internal Service Total
FUND	5001	5003	5005	5006	5008	
Estimated Beginning Balance 07/01/2021	53,917,578	867,670	-	-	965,212	55,750,460
Revenues						
30 Property Tax	-	-	-	-	-	-
31 Sales Tax	-	-	-	-	-	-
32 Utility Users Tax	-	-	-	-	-	-
33 Other Taxes	-	-	-	-	-	-
34 Licenses, Permits and Fees	-	-	-	-	-	-
35 Fines, Forfeitures and Penalties	-	-	-	-	-	-
36 Interest and Investment Income	-	-	-	-	-	-
37 Charges for Services	9,466,544	2,236,000	-	-	-	11,702,544
Charges for Internal Services	-	-	-	-	-	-
38 Other Revenues	-	-	-	-	2,600,000	2,600,000
39 Rental Income	-	-	-	-	-	-
3A State and Local Taxes	-	-	-	-	-	-
3B Federal Grant Revenue	-	-	-	-	-	-
3C State Grant Revenue	-	-	-	-	-	-
3D Other Grant Revenue	-	-	-	-	-	-
3H Pension Stabilization Revenue	-	-	-	-	-	-
60 Proceeds from Sale of Property	-	-	-	-	-	-
61 Loan/Bond Proceeds	-	-	-	-	-	-
Total Revenues	9,466,544	2,236,000	-	-	2,600,000	14,302,544

City of Richmond
FY2021-22 Adopted Budget Summary
INTERNAL SERVICE FUNDS

	Risk Mngmnt Insurance	Equipment Replacement	Police CAD System	Police RMS System	Compensated Absences	Internal Service Total
FUND	5001	5003	5005	5006	5008	
<u>Expenditures</u>						
40 Salaries and Wages	877,264	-	-	-	2,600,000	3,477,264
<i>Salary savings</i>						-
41 Benefits	569,996	-	-	-	-	569,996
<i>Benefits savings</i>						-
42 Professional Services	1,028,700	-	-	-	-	1,028,700
43 Other Operating	51,000	-	-	-	-	51,000
44 Utilities	-	-	-	-	-	-
45 Equipment & Contractual Svcs.	-	-	-	-	-	-
46 Provision for Insurance Loss	20,610,790	-	-	-	-	20,610,790
47 Cost Pool	510,267	-	-	-	-	510,267
48 Asset & Capital Outlay	10,000	2,336,000	-	-	-	2,346,000
Capital Improvement Projects						-
49 Debt Service Expenditures	-	326,018	-	-	-	326,018
50 Grant Expenditures	-	-	-	-	-	-
51 CDBG/Home/Hsg Proj	-	-	-	-	-	-
52 Employment & Training Allocations	-	-	-	-	-	-
53 RHA Cost Allocation	-	-	-	-	-	-
4A A87 Cost Plan Reimbursement	-	-	-	-	-	-
Total Expenditures	23,658,017	2,662,018	-	-	2,600,000	28,920,035

City of Richmond
FY2021-22 Adopted Budget Summary
INTERNAL SERVICE FUNDS

	Risk Mngmnt Insurance	Equipment Replacement	Police CAD System	Police RMS System	Compensated Absences	Internal Service Total
FUND	5001	5003	5005	5006	5008	
90 Transfers in from:						
General Fund		426,018				426,018
Operations						-
Special Revenue						-
Capital Improvements						-
Debt Service						-
Enterprise Fund						-
Internal Service Funds						-
Housing Department						-
Successor Agency						-
Housing Authority						-
Total transfers in	-	426,018	-	-	-	426,018
91 Transfers out to:						
General Fund						-
Operations						-
Special Revenue						-
Capital Improvements						-
Debt Service						-
Enterprise Fund						-
Internal Service Funds						-
Housing Department						-
Successor Agency						-
Housing Authority						-
Total transfers out	-	-	-	-	-	-
Net transfers in/out	-	426,018	-	-	-	426,018
Excess/(Deficiency)	(14,191,473)	-	-	-	-	(14,191,473)
Ending Balance	39,726,106	867,670	-	-	965,212	41,558,988

**City of Richmond
FY2021-22 Adopted Budget Summary
HOUSING DEPARTMENT**

	Housing Admin	CDBG	Home Program	NSP (Non-Profit)	NSP (City)	Successor Housing Agency
FUND	1200	1201	1202	1203	1207	1208
Estimated Beginning Balance 07/01/2021	(636,127)	1,206,685	871,711	118,217	(99,283)	1,474,280
<u>Revenues</u>						
30 Property Tax	-	-	-	-	-	-
31 Sales Tax	-	-	-	-	-	-
32 Utility Users Tax	-	-	-	-	-	-
33 Other Taxes	-	-	-	-	-	-
34 Licenses, Permits and Fees	-	-	-	-	-	-
35 Fines, Forfeitures and Penalties	-	-	-	-	-	-
36 Interest and Investment Income	-	21,576	3,153	144	-	147,919
37 Charges for Services	-	-	-	-	-	-
Charges for Internal Services						
38 Other Revenues	576,941	-	-	-	-	52,101
39 Rental Income	-	-	-	-	-	-
3A State and Local Taxes	-	-	-	-	-	-
3B Federal Grant Revenue	-	-	-	-	-	-
3C State Grant Revenue	-	-	-	-	-	-
3D Other Grant Revenue	-	-	-	-	-	-
3H Pension Stabilization Revenue	-	-	-	-	-	-
60 Proceeds from Sale of Property	-	-	-	-	106,036	-
61 Loan/Bond Proceeds	-	228,195	-	15,000	-	63,291
Total Revenues	576,941	249,771	3,153	15,144	106,036	263,311

City of Richmond
FY2021-22 Adopted Budget Summary
HOUSING DEPARTMENT

	Housing Admin	CDBG	Home Program	NSP (Non-Profit)	NSP (City)	Successor Housing Agency
FUND	1200	1201	1202	1203	1207	1208
<u>Expenditures</u>						
40 Salaries and Wages	146,633	5,174	-	23,794	-	75,273
<i>Salary savings</i>						
41 Benefits	133,642	3,573	-	13,422	-	46,712
<i>Benefits savings</i>						
42 Professional Services	29,462	11,959	162	4,775	-	200
43 Other Operating	1,600	116	-	-	6,753	-
44 Utilities	801	-	-	-	-	-
45 Equipment & Contractual Svcs.	-	-	-	-	-	-
46 Provision for Insurance Loss	-	-	-	-	-	-
47 Cost Pool	207,649	25,641	-	-	-	-
48 Asset & Capital Outlay	-	-	-	-	-	-
Capital Improvement Projects						
49 Debt Service Expenditures	-	-	-	-	-	-
50 Grant Expenditures	-	-	-	-	-	-
51 CDBG/Home/Hsg Proj	-	919,000	-	-	-	1,000,000
52 Employment & Training Allocations	-	-	-	-	-	-
53 RHA Cost Allocation	-	-	-	-	-	-
4A A87 Cost Plan Reimbursement	-	-	-	-	-	-
Total Expenditures	519,787	965,464	162	41,991	6,753	1,122,185

City of Richmond
FY2021-22 Adopted Budget Summary
HOUSING DEPARTMENT

	Housing Admin	CDBG	Home Program	NSP (Non-Profit)	NSP (City)	Successor Housing Agency
FUND	1200	1201	1202	1203	1207	1208
90 Transfers in from:						
General Fund						
Operations	562,101					
Special Revenue						
Capital Improvements						
Debt Service						
Enterprise Fund						
Internal Service Funds						
Housing Department						
Successor Agency to RCRA						
Housing Authority						
Housing In Lieu						
Total transfers in	562,101	-	-	-	-	-
91 Transfers out to:						
General Fund						
Operations			510,000			52,101
Special Revenue						
Capital Improvements						
Debt Service						
Enterprise Fund						
Internal Service Funds						
Housing Department						
Successor Agency to RCRA						
Housing Authority						
Housing In Lieu						
Total transfers out	-	-	510,000	-	-	52,101
Net transfers in/out	562,101	-	(510,000)	-	-	(52,101)
Excess/(Deficiency)	619,256	(715,693)	(507,009)	(26,847)	99,283	(910,975)
Ending Balance	(16,871)	490,992	364,702	91,370	(0)	563,305

City of Richmond
FY2021-22 Adopted Budget Summary
HOUSING DEPARTMENT

	Cal Home Grant	Housing In-Lieu Funds	Iron Triangle	Housing Capital Project Fund	Housing Department Total
FUND	1209	1302	2125	2126	
Estimated Beginning Balance 07/01/2021	776,607	2,908,024	400,486	(166,432)	6,854,168
Revenues					
Property Tax	-	-	-	-	-
Sales Tax	-	-	-	-	-
Utility Users Tax	-	-	-	-	-
Other Taxes	-	-	-	-	-
Licenses, Permits and Fees	-	668,221	-	-	668,221
Fines, Forfeitures and Penalties	-	-	-	-	-
Interest and Investment Income	660	18,665	8,069	-	200,186
Charges for Services	-	-	-	-	-
Charges for Internal Services	-	-	-	-	-
Other Revenues	-	-	-	-	629,042
Rental Income	-	-	-	-	-
State and Local Taxes	-	-	-	-	-
Federal Grant Revenue	-	-	300,000	-	300,000
State Grant Revenue	-	-	-	166,432	166,432
Other Grant Revenue	-	-	-	-	-
Pension Stabilization Revenue	-	-	-	-	-
Proceeds from Sale of Property	-	-	-	-	106,036
Loan/Bond Proceeds	71,375	-	-	-	377,861
	-	-	-	-	-
Total Revenues	72,035	686,887	308,069	166,432	2,447,779

City of Richmond
FY2021-22 Adopted Budget Summary
HOUSING DEPARTMENT

	Cal Home Grant	Housing In-Lieu Funds	Iron Triangle	Housing Capital Project Fund	Housing Department Total
FUND	1209	1302	2125	2126	
<u>Expenditures</u>					
Salaries and Wages	-	35,691	17,846	-	304,411
<i>Salary savings</i>					-
Benefits	-	20,132	10,066	-	227,547
<i>Benefits savings</i>					-
Professional Services	200	15,300	-	-	62,058
Other Operating	-	-	-	-	8,469
Utilities	-	-	-	-	801
Equipment & Contractual Svcs.	-	-	-	-	-
Provision for Insurance Loss	-	-	-	-	-
Cost Pool	-	-	-	-	233,290
Asset & Capital Outlay		1,150,000	-	-	1,150,000
Capital Improvement Projects					-
Debt Service Expenditures	-	-	-	-	-
Grant Expenditures	-	-	-	-	-
CDBG/Home/Hsg Proj	-	850,000	650,000	-	3,419,000
Employment & Training Allocations	-	-	-	-	-
RHA Cost Allocation	-	-	-	-	-
A87 Cost Plan Reimbursement	-	-	-	-	-
Total Expenditures	200	2,071,124	677,912	-	5,405,576

City of Richmond
FY2021-22 Adopted Budget Summary
HOUSING DEPARTMENT

	Cal Home Grant	Housing In-Lieu Funds	Iron Triangle	Housing Capital Project Fund	Housing Department Total
FUND	1209	1302	2125	2126	
Transfers in from:					
General Fund					-
Operations					562,101
Special Revenue					-
Capital Improvements					-
Debt Service					-
Enterprise Fund					-
Internal Service Funds					-
Housing Department					-
Successor Agency to RCRA					-
Housing Authority					-
Housing In Lieu					-
Total transfers in	-	-	-	-	562,101
Transfers out to:					
General Fund					-
Operations					562,101
Special Revenue					-
Capital Improvements					-
Debt Service					-
Enterprise Fund					-
Internal Service Funds					-
Housing Department					-
Successor Agency to RCRA					-
Housing Authority					-
Housing In Lieu					-
Total transfers out	-	-	-	-	562,101
Net transfers in/out	-	-	-	-	-
Excess/(Deficiency)	71,835	(1,384,237)	(369,843)	166,432	(2,957,798)
Ending Balance	848,442	1,523,787	30,643	(0)	3,896,370

**City of Richmond
FY2021-22 Adopted
Budget Summary
HOUSING AUTHORITY**

	RHA Public Housing	RHA Capital Fund	Housing Authority Total
FUND	4401 Through 4409	4201	
Estimated Beginning Balance 07/01/2021	-	-	-
<u>Revenues</u>			
Property Tax	-	-	-
Sales Tax	-	-	-
Utility Users Tax	-	-	-
Other Taxes	-	-	-
Licenses, Permits and Fees	-	-	-
Fines, Forfeitures and Penalties	-	-	-
Interest and Investment Income	-	-	-
Charges for Services	-	-	-
Charges for Internal Services	-	-	-
Other Revenues	75,470	-	75,470
Rental Income	621,000	-	621,000
State and Local Taxes	-	-	-
Federal Grant Revenue	1,804,849	1,175,958	2,980,807
State Grant Revenue	-	-	-
Other Grant Revenue	-	-	-
Pension Stabilization Revenue	-	-	-
Proceeds from Sale of Property	-	-	-
Loan/Bond Proceeds	-	-	-
Total Revenues	2,501,319	1,175,958	3,677,277

**City of Richmond
FY2021-22 Adopted
Budget Summary
HOUSING AUTHORITY**

	RHA Public Housing	RHA Capital Fund	Authority Total
FUND	4401 Through 4409	4201	
<u>Expenditures</u>			
Salaries and Wages	522,605	-	522,605
<i>Salary savings</i>			-
Benefits	488,936	-	488,936
<i>Benefits savings</i>			-
Professional Services	960,127	246,000	1,206,127
Other Operating	92,453	13,855	106,308
Utilities	553,700	-	553,700
Equipment & Contractual Svcs.	227,050	30,000	257,050
Provision for Insurance Loss	40,500	-	40,500
Cost Pool	495,822	-	495,822
Asset & Capital Outlay		370,133	370,133
Capital Improvement Projects			-
Debt Service Expenditures		-	-
Grant Expenditures	555,944	221,980	777,924
CDBG/Home/Hsg Proj	-	-	-
Employment & Training Allocations	-	-	-
RHA Cost Allocation	-	-	-
A87 Cost Plan Reimbursement	-	-	-
Total Expenditures	3,937,137	881,968	4,819,105

**City of Richmond
FY2021-22 Adopted
Budget Summary
HOUSING AUTHORITY**

	RHA Public Housing	RHA Capital Fund	Authority Total
FUND	4401 Through 4409	4201	
Transfers in from:			
General Fund			-
Operations			-
Special Revenue			-
Capital Improvements			-
Debt Service			-
Enterprise Fund			-
Internal Service Funds			-
Housing Department			-
Successor Agency	1,435,818		1,435,818
Housing Authority			
Total transfers in	1,435,818	-	1,435,818
Transfers out to:			
General Fund			-
Operations			-
Special Revenue			-
Capital Improvements			-
Debt Service			-
Enterprise Fund			-
Internal Service Funds			-
Housing Department		293,990	293,990
Successor Agency			-
Housing Authority			-
Total transfers out	-	293,990	293,990
Net transfers in/out	1,435,818	(293,990)	1,141,828
Excess/(Deficiency)	-	-	-
Ending Balance	-	-	-

**City of Richmond
FY2021-22 Adopted Budget Summary
PENSION TRUST**

FUND	<u>Pension Trusts</u>
Estimated Beginning Balance 07/01/21	
<u>Revenues</u>	
30 Property Tax	-
31 Sales Tax	-
32 Utility Users Tax	-
33 Other Taxes	-
34 Licenses, Permits and Fees	-
35 Fines, Forfeitures and Penalties	-
36 Interest and Investment Income	-
37 Charges for Services	-
Charges for Internal Services	
38 Other Revenues	-
39 Rental Income	-
3A State and Local Taxes	-
3B Federal Grant Revenue	-
3C State Grant Revenue	-
3D Other Grant Revenue	-
3H Pension Stabilization Revenue	-
60 Proceeds from Sale of Property	-
61 Loan/Bond Proceeds	-
Total Revenues	-

City of Richmond
FY2021-22 Adopted Budget Summary
PENSION TRUST

FUND	<u>Pension Trusts</u>
<u>Expenditures</u>	
40 Salaries and Wages	-
<i>Salary savings</i>	
41 Benefits	-
<i>Benefits savings</i>	
42 Professional Services	-
43 Other Operating	-
44 Utilities	-
45 Equipment & Contractual Svcs.	-
46 Provision for Insurance Loss	-
47 Cost Pool	-
48 Asset & Capital Outlay	-
Capital Improvement Projects	
49 Debt Service Expenditures	-
50 Grant Expenditures	-
51 CDBG/Home/Hsg Proj	-
52 Employment & Training Allocations	-
53 RHA Cost Allocation	-
4A A87 Cost Plan Reimbursement	-
Other Operating Savings	
Total Expenditures	<u>-</u>

**City of Richmond
FY2021-22 Adopted Budget Summary
PENSION TRUST**

FUND	<u>Pension Trusts</u>
90 Transfers in from:	
General Fund	
Operations	
Special Revenue	934,004
Capital Improvements	
Debt Service	
Enterprise Fund	
Internal Service Funds	
Housing Department	
Successor Agency	
Housing Authority	
Total transfers in	<u>934,004</u>
91 Transfers out to:	
General Fund	
Operations	
Special Revenue	
Capital Improvements	
Debt Service	
Enterprise Fund	
Internal Service Funds	
Housing Department	
Successor Agency	
Housing Authority	
Total transfers out	<u>-</u>
Net transfers in/out	<u>934,004</u>
Excess/(Deficiency)	<u>934,004</u>
Ending Balance	<u>934,004</u>

**City of Richmond
FY2021-22
Transfers In / Transfers Out Schedule**

TRANSFERS OUT				TRANSFERS IN				JUSTIFICATION	
Operating Transfers Out - General Fund				Operating Transfers In					
Org-Object				Org-Object					
01917090-400901	Non-Departmental Activity	\$	215,963	11233731-391994	Hilltop LMD	\$	215,963	City contribution to Hilltop LMD	
01917090-400901	Non-Departmental Activity	\$	448,967	11533931-391994	Marina Bay LMD	\$	448,967	City contribution to Marina Bay LMD	
01917090-400901	Non-Departmental Activity	\$	535,605	12571041-391994	Employment & Training	\$	535,605	Internal service allocation subsidy	
01917090-400901	Non-Departmental Activity	\$	100,000	12571041-391994-42901	Employment & Training	\$	100,000	Grants writing and matching	
01917090-400901	Non-Departmental Activity	\$	350,000	12571041-391991-42070	Employment & Training	\$	350,000	Contract compliance	
01917090-400901	Non-Departmental Activity	\$	135,100	12571041-391994-42850	Employment & Training	\$	135,100	RichmondBuild rental lease with RHA	
01917090-400901	Non-Departmental Activity	\$	325,000	12571041-391994-42022	Employment & Training	\$	325,000	Summer Youth Program	
01917090-400902	Non-Departmental Activity	\$	2,406,458	30511090-391994	Debt Service-2007 Lease Rev	\$	2,406,458	2007 Refunding & Civic Center	
01917090-400901	Non-Departmental Activity	\$	100,000	50362917-391994	IT Equipment Replacement	\$	100,000	Computer refresh	
								Funding requirement based on the ordinance for the Kids First Initiative	
01917090-400901	Non-Departmental Activity	\$	1,800,000	13371018-391994	Department of Children and Youth	\$	1,800,000	General Fund subsidy to Richmond Housing Authority (RHA) to cover operating costs Nevin Plaza	
01917090-400901	Non-Departmental Activity	\$	767,736	44444191-391991	Richmond Housing Authority	\$	767,736	General Fund subsidy to Richmond Housing Authority (RHA) to cover operating costs Nystrom Village	
		\$	374,092	44545191-391991	Richmond Housing Authority	\$	374,092	Fire Truck Holman Capital Lease #5	
01220022-400902	Non-Departmental Activity	\$	326,018	50335031-391992	Equipment Services	\$	326,018		
Total General Fund		\$	7,884,939			\$	7,884,939		
Operating Transfers Out - Other Funds				Operating Transfers In					
Org-Object				Org-Object					
10114090-400902	99A POBS (Fund 3002)	\$	1,092,338	30211090-391992	Debt Service-99A POB	\$	1,092,338	Portion of unfunded accrued actuarial liability in Pension Fund	
10114090-400904	Secured Pension Override	\$	9,769,404	01917090-391991	Non-Departmental Activity	\$	9,769,404	From PTORS to be paid toward pension obligations	
12238963-400901	Home Programs, Transfer to Admin	\$	510,000	12031063-391991	Housing Admin Division	\$	510,000	Home Programs, Transfer to Admin	
12831063-400901	SA Transfers to Admin Bond and Monit	\$	52,101	12031063-391991	Housing Admin Division	\$	52,101	SA Transfers to Admin Bond and Monitoring Fees	
42141191-400901	RHA Capital		235,192	44444191-391991	RHA Nevin Plaza	\$	235,192	25% Capital Fund Subsidy for AMP Operations	
42141191-400901	RHA Capital		58,798	44545191-391991	RHA Nystrom Village	\$	58,798	25% Capital Fund Subsidy for AMP Operations	
40591082-400901	Marina Fund	\$	86,778	01369065-391991	Economic Development	\$	86,778	Portion of Project Manager's allocated to manage marina projects	
61127066-400901	Successor Agency - Property Tax	\$	409,709	61227066-391991	Successor Agency Administration	\$	409,709	ROPS Admin allowance from 6101, 3% statutory cap	
61127066-400902	Successor Agency - Property Tax	\$	90,000	61327066-391991	Successor Agency Administration	\$	90,000	RRTTF for employee costs/project mgmt	
61127066-400902	Successor Agency - Property Tax	\$	10,544,467	Misc Accounts	Successor Agency	\$	10,544,467	Debt Services to FA	
61327066-400901	Successor Agency - Admin	\$	35,000	Misc Accounts	Successor Agency Debt Service	\$	35,000	Misc Revenue is transferred out to reimburse bond admin fees	
Total Other Funds		\$	22,883,787	Total Other Funds		\$	22,883,787		
10114090-400901	Secured Pension Override	\$	934,004	65115090-391991	Police & Fire Pension	\$	934,004	Police & Fire Pension ARC	
		\$	934,004			\$	934,004		
Total Transfers Out		\$	31,702,730	Total Transfers In		\$	31,702,730		

City of Richmond
Fiscal Year 2020-21 Grants Listing

Project Code	Project Name	Grant Source	Type	Grant Award	FY2021-22 Budget
Public Works					
23006	Boorman Park Revitalization	Statewide Park Development and Community	S	4,165,000	3,544,040
23G02	Bridge Preventive Maintenance	CA Department of Transportation	F	1,903,395	1,876,395
29122	Carlson Crosstown Connections	Metropolitan Transmission Commission (MTC)	O	500,000	398,410
23g06	Cutting Blvd. and Harbour Way South Bikeway	CA Transportation Commission	S	909,012	909,012
29125	Greening the Yellow Brick Road	California Natural Resources Agency	S	4,100,000	1,609,719
23004	Harbour 8 Park Expansion	Statewide Park Development and Community	S	8,500,000	6,336,269
23007	MLK Park Turf Field	Friends of Recreation	O	250,000	250,000
Total				20,327,407	14,923,845
Planning & Building					
SB200	State of CA Dept of Housing & Community	State of CA	S	310,000	203,246
Total				310,000	203,246
Community Services					
2AX01	Volunteer Management Plan	Bechtel Jr. Grant	O	75,000	3,569
20F13	FY17-18 North Richmond Mitigation Fee-Beautification	Community Housing Development Corp	O	15,600	1,037
Total				90,600	4,606
Employment & Training					
22118	Workforce Accelerator 8.0	US. Department of Labor	F/P	150,000	125,000
22128	DOL YouthBUILD 2020	US. Department of Labor	F	1,080,000	940,000
22856	Prison to Employment Planning	CA-Workforce Development Board	S	467,225	225,000
22923	WIOA Youth	US. Department of Labor	F/P	301,205	305,000
22944	EPA Workforce 2019	US Environmental Protection Agency	F	200,000	100,000
22024	STEPS 2021	CA Department of Rehab & ETP	S	250,000	250,000
22585	SB1 High Road Construction Careers	CA Transportation Commission	S	364,500	364,500
Total				2,812,930	2,309,500
Fire					
25P01	Fire Grant/EMPF	Emergency Management Performance Grant	O	20,000	20,000
Total				20,000	20,000
Office of Neighborhood Safety					
2BV01	East Bay Community Foundation	East Bay Community Foundation	O	25,000	5,000
2CA01	Kaiser North Community Benefit	Kaiser North Community Benefit	O	30,000	12,000
2CB01	ONS/Youth Reinvestment Grant	Board of State and Community Corrections	S	333,333	169,288
2CC01	East Bay Community Foundation	East Bay Community Foundation	O	30,000	30,000
2BQ03	CA Violence Intervention and Prevention CalVIP	Board of State and Community Corrections	O	1,500,000	390,437
Total				1,918,333	606,725

*F=Federal, F/P=Federal Pass Thru, F/PI=Federal Program Income, S=State, O=Other

City of Richmond
Fiscal Year 2020-21 Grants Listing

Project Code	Project Name	Grant Source	Type	Grant Award	FY2021-22 Budget
24115	Edward Byrne Memorial Justice Assistance Grant 2018	US. Department of Justice	F	68,981	44,413
24118	Richmond Police Department Peer Support Enhancement	US. Department of Justice	F	100,000	30,000
24119	Untested Sexual Assault Evidence	CA Department of Justice	S	229,259	229,259
1CV19	Coronavirus Emergency Supplemental Fund	U.S. Department of Justice	F/P	221,800	131,967
Total				620,040	435,639
07A73	EPA Brownfield Assessment Grant	USA. Environmental Protection Agency	F	400,000	600,000
Total				400,000	
Transportation					
2AA22	Car Share and Mobility Hubs in Affordable Housing	Metropolitan Transportation Commission	O	160,000	77,662
Total				160,000	77,662
Grand Total				26,659,310	18,581,223

*F=Federal, F/P=Federal Pass Thru, F/PI=Federal Program Income, S=State, O=Other

Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
MAYOR'S OFFICE					
Mayor	1.0	1.0	1.0	1.0	1.0
Admin Trainee	2.1				
Assistant Admin Analyst		2.0	2.0	2.0	2.0
Management Analyst II	1.0	1.0	1.0	1.0	1.0
Total Full-Time Equivalents (FTEs)	4.1	4.0	4.0	4.0	4.0
CITY COUNCIL					
Councilmember		6.0	6.0	6.0	6.0
Senior Administrative Analyst	1.0	1.0	1.0	1.0	1.0
Total Full-Time Equivalents (FTEs)	1.0	7.0	7.0	7.0	7.0
CITY CLERK'S OFFICE					
City Clerk	1.0	1.0	1.0	1.0	1.0
City Clerk Technician	1.0	1.0	1.0	1.0	1.0
Deputy City Clerk	2.0	2.0	2.0	2.0	2.0
Total Full-Time Equivalents (FTEs)	4.0	4.0	4.0	4.0	4.0
CITY ATTORNEY'S OFFICE					
Assistant City Attorney	3.0				3.0
City Attorney	1.0	1.0	1.0	1.0	1.0
Executive Secretary I/II	1.0	1.0	1.0	1.0	1.0
Office Specialist		1.0	1.0	1.0	1.0
Senior Assistant City Attorney	3.0	6.0	6.0	6.0	3.0
Supervising Office Assistant	0.7	0.7	1.0	1.0	1.0
Total Full-Time Equivalents (FTEs)	8.7	9.7	10.0	10.0	10.0
COMMUNITY POLICE REVIEW COMMISSION					
Assistant Administrative Analyst	0.1	0.1	0.1	0.1	0.1
Total Full-Time Equivalents (FTEs)	0.1	0.1	0.1	0.1	0.1

Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
INFORMATION TECHNOLOGY					
Business Analyst I					1.0
Business Systems Manager	1.0	1.0	1.0		
Cable TV Administrator		1.0			
Cable TV Engineering Support Asst.	1.0	1.0	1.0	1.0	
Cable TV Manager				1.0	1.0
Cable TV Programming Coordinator	1.0	1.0	1.0		1.0
Cable TV Production Support Assistant	1.0	1.0	1.0	1.0	
Cable TV Engineer Coordinator	1.0				
Duplicating/Mail Assistant I/II	1.0	1.0	1.0	1.0	1.0
GIS Administrator	1.0	1.0	1.0	1.0	1.0
Information Technology Assistant	1.0	1.0	1.0	1.0	1.0
Information Technology Director	1.0	1.0	1.0	1.0	1.0
Information Technology Manager				1.0	1.0
Microcomputer Support Specialist I/II					1.0
Network & Systems Manager	1.0	1.0	1.0		
Network & Systems Security Officer				1.0	1.0
Network & Systems Specialist I/II	1.0	1.0	1.0	1.0	1.0
Network & Systems Engineer	1.0				
Senior Cable TV Production Assistant	1.0	1.0	1.0	1.0	1.0
Senior Programmer Analyst	1.0	1.0	1.0	1.0	1.0
Telecommunication Manager					1.0
Telephone Radio Specialist	1.0	1.0	1.0	1.0	
Total Full-Time Equivalents (FTEs)	15.0	14.0	13.0	13.0	14.0

Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
CITY MANAGER'S OFFICE					
Administrative Chief	1.0	1.0			
Assistant Administrative Analyst	0.9				
Associate Administrative Analyst		0.9			
City Manager	1.0	1.0	1.0	1.0	1.0
Community & Engagement Manager				1.0	1.0
Community & Economic Dev. Director	1.0	1.0			
Development Project Manager II	1.0	1.0			
Economic Development Administrator	1.0	1.0			
Environmental Services Manager	1.0	1.0			
Environmental Manager					
Executive Assistant to the City Manager	1.0	1.0	1.0	1.0	1.0
Executive Secretary I/II					1.0
Management Analyst I/ II	2.0	4.0			
Senior Management Analyst	1.0				
Sub-total City Manager	10.9	11.9	2.0	3.0	4.0
TRANSPORTATION (Department created in FY20-21)					
Management Analyst II	1.0	1.0			
Paratransit Assistant	1.0	1.0			
Paratransit Driver	3.0	3.0			
Paratransit Driver Leadworker	1.0	1.0			
Project Manager I/II	2.0	2.0			
Sub-total Transportation	8.0	8.0			
Total Full-Time Equivalents (FTEs)	18.9	19.9	2.0	3.0	4.0

Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
INTERNAL SERVICES					
Administrative Chief			1.0		
Associate Admin Analyst				1.0	1.0
Deputy City Manager				1.0	1.0
Management Analyst I/II			1.0	1.0	1.0
Total Full-Time Equivalents (FTEs)			2.0	3.0	3.0
ECONOMIC DEVELOPMENT					
Arts & Culture Manager			1.0	1.0	1.0
Associate Admin Analyst			1.0	1.0	1.0
Deputy City Manager			1.0	1.0	1.0
Development Project Manager II			1.0	1.0	1.0
Environmental Manager			1.0	1.0	1.0
Executive Secretary I/II					1.0
Management Analyst I/II			2.0	2.0	2.0
Port Director					1.0
Port Marketing/Operations Manager					1.0
Project Manager I/II			1.0	1.0	1.0
Sr. Business Assistance Officer					1.0
Total Full-Time Equivalents (FTEs)			8.0	8.0	12.0
PORT is now in Economic Development as of FY21-22					
Admin Services Analyst	1.0	1.0	1.0	1.0	
Executive Secretary I/II	1.0	1.0	1.0	1.0	
Port Director	1.0	1.0	1.0	1.0	
Port Marketing/Operations Manager	1.0	1.0	1.0	1.0	
Total Full-Time Equivalents (FTEs)	4.0	4.0	4.0	4.0	

Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
RICHMOND HOUSING AUTHORITY					
Accountant I/II	1.0				
Accounting Assistant II	1.0				
Administrative Aide					1.0
Assisted Housing Manager		1.0			
Building Maintenance Supervisor					1.0
Building Trades Worker I/II/III	1.0				
Executive Director	1.0	1.0	1.0	1.0	1.0
Executive Secretary II	1.0				
Finance Manager	1.0	0.25			
Housing Program Analyst	1.0				
Housing Program Specialist II	2.0				
Housing Program Specialist III	4.0				
Office Assistant I/II	2.0	1.0			
Project Manager I/II	1.0				1.0
Resident Services Admin Officer	1.0				
Resident Housing Manager	3.0	2.0	2.0	2.0	1.0
Senior Development Project Manager					1.0
Senior Resident Housing Manager			1.0	1.0	1.0
Total Full-Time Equivalents (FTEs)	20.0	5.3	4.0	4.0	7.0
FINANCE					
Accountant I/II	6.0	7.0	6.0	6.0	7.0
Accounting Assistant I/II	8.0	6.0	6.0	6.0	6.0
Accounting Manager	2.4	3.0	3.0	3.0	3.0
Administrative Services Analyst	1.0	1.0			
Budget Administrator	1.0	1.0	1.0	1.0	1.0
Budget Analyst I/II	3.0	3.0	2.0	2.0	2.0
Business License Field Inspector					1.0
Business License Specialist	2.0	2.0	2.0	2.0	2.0

Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
Buyer I/II	1.0	1.0	1.0	1.0	1.0
Executive Secretary I/II			1.0	1.0	1.0
Finance Director	1.0	1.0	1.0	1.0	1.0
Payroll Coordinator	2.0	2.0	2.0	2.0	2.0
Payroll Supervisor	1.0	1.0		1.0	1.0
Revenue Collection Manager	1.0				
Senior Accountant	1.5	3.0	3.0	3.0	3.0
Senior Budget Analyst	1.0	1.0			1.0
Senior Buyer	1.0	1.0	1.0	1.0	1.0
Total Full-Time Equivalents (FTEs)	32.9	33.0	29.0	30.0	33.0
HUMAN RESOURCES					
Administrative Services Analyst				1.0	1.0
Employee Benefits Analyst I				1.0	1.0
Human Resources Manager				2.0	2.0
Human Resources Mgt. Director	1.0	1.0	1.0	1.0	1.0
Human Resources Personnel Officer	2.0	2.0	2.0		
Human Resources Technician I/II/III	1.0	2.0	2.0	2.0	2.0
Labor Relations / Training Manager	1.0	1.0			
Personnel Analyst I/II	3.0	3.0	3.0	4.0	3.0
Personnel Assistant	1.0				
Principal Personnel Analyst	3.0	3.0	3.0	1.0	2.0
Project Manager I/II	1.0	1.0	1.0		
Risk Manager	1.0	1.0	1.0		
Senior Personnel Analyst	1.0	1.0	1.0	1.0	1.0
Total Full-Time Equivalents (FTEs)	15.0	15.0	14.0	13.0	13.0

Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
OFFICE OF NEIGHBORHOOD SAFETY					
Neighborhood Change Agents	3.0	3.0	5.0	5.0	5.0
ONS Program Manager	1.0	1.0	1.0	1.0	1.0
Program Coordinator	1.0				
Project Coordinator	1.0	1.0	1.0	1.0	1.0
Recreation Program Coordinator		1.0	1.0	1.0	1.0
Total Full-Time Equivalents (FTEs)	6.0	6.0	8.0	8.0	8.0
POLICE					
SWORN					
Asst Police Chief	1.0	1.0	1.0	1.0	1.0
Police Captain	4.0	4.0	3.0	3.0	3.0
Police Chief	1.0	1.0	1.0	1.0	1.0
Police Lieutenant	8.0	9.0	8.0	8.0	8.0
Police Officer	128.0	128.0	115.0	114.0	107.0
Police Officer Trainee	8.0	8.0	6.0	7.0	2.0
Police Sergeant	28.0	27.0	23.0	23.0	23.0
Sub-total Sworn	178.0	178.0	157.0	157.0	145.0
NON-SWORN					
Accountant II	1.0	1.0			
Administrative Aide	2.0	2.0	2.0	2.0	2.0
Administrative Trainee	2.0	1.0			
Assistant Police Property Technician	2.0	2.0	1.0	1.0	1.0
Administrative Service Analyst	1.0	1.0	1.0	1.0	1.0
CCTV Wireless & Systems Specialist	1.0	1.0	1.0	1.0	1.0
Civilian Admin Manager					1.0
Code Enforcement Officer I/II	1.0	1.0	1.0	1.0	
Community Services Officer					2.0
Communications Call Taker	1.0	1.0	1.0	1.0	
Communications Dispatcher I/II/III	16.0	16.0	15.0	16.0	17.0
Communications Manager	1.0	1.0	1.0	1.0	1.0

Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
Communications Shift Supervisor	4.0	4.0	4.0	4.0	4.0
Crime Analysis Technician	1.0	1.0			1.0
Crime Analyst	1.0	1.0	1.0	1.0	1.0
Crime Prevention Manager	1.0	1.0	1.0	1.0	1.0
Crime Prevention Specialist		1.0	1.0	1.0	1.0
Crime Scene Technician	3.0	5.0	2.0	3.0	3.0
Jailer	5.0	6.0	6.0	6.0	6.0
Network and Systems Specialist I/II	2.0	2.0	2.0	2.0	2.0
Office Assistant I/II	1.0	1.0	1.0	1.0	1.0
Parking Enforcement Representative	5.0	5.0	4.0	4.0	3.0
Police Assistant	1.0				
Police Property Technician	1.0	1.0	1.0	1.0	1.0
Police Records & Property Mgr.				1.0	1.0
Police Records Specialist	9.0	9.0	9.0	9.0	9.0
Police Records Supervisor	1.0	1.0	1.0		
Project Manager I/II	1.0	1.0	1.0	1.0	1.0
Public Information Officer		1.0			1.0
Public Safety Technology Supervisor	1.0	1.0	1.0	1.0	1.0
Senior Accountant	1.0	1.0	1.0	1.0	1.0
Systems Administrator	1.0	1.0	1.0	1.0	1.0
Sub-total Non-Sworn	67.0	70.0	60.0	62.0	65.0
Total Full-Time Equivalents (FTEs)	245.0	248.0	217.0	219.0	210.0

Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
FIRE					
SWORN					
Fire Chief	1.0	1.0	1.0	1.0	1.0
Battalion Chief	4.0	4.0	4.0	4.0	4.0
Deputy Fire Chief	1.0	1.0		1.0	1.0
Deputy Fire Marshal			1.0	1.0	1.0
Fire Captain	24.0	24.0	24.0	24.0	24.0
Fire Engineer	24.0	24.0	25.0	25.0	24.0
Fire Fighter	31.0	29.0	28.0	28.0	30.0
Fire Inspector I/II	4.0	5.0	3.0	3.0	3.0
Fire Marshal	1.0	1.0	1.0	1.0	1.0
Sub-total Sworn	90.0	89.0	87.0	88.0	89.0
NON-SWORN					
Administrative Aide	2.0	2.0	2.0	2.0	1.0
Administrative Services Analyst					1.0
Emergency Services Analyst					1.0
Emergency Services Manager	1.0	1.0	1.0	1.0	1.0
Executive Secretary I/II	1.0	1.0	1.0	1.0	
Project Manager I		1.0	1.0	1.0	
Senior Administrative Analyst	1.0				
Sub-total Non-Sworn	5.0	5.0	5.0	5.0	4.0
Total Full-Time Equivalents (FTEs)	95.0	94.0	92.0	93.0	93.0
PUBLIC WORKS					
Administrative Aide	4.0	4.0	3.0	3.0	3.0
Associate Admin Analyst		1.0	1.0	1.0	1.0
Building Trades Worker I/II/III	2.0	3.0	3.0	3.0	4.0
Carpenter	2.0	2.0	2.0	2.0	2.0
Code Enforcement Officer I/II	6.0	6.0			

Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
Code Enforcement Superintendent	1.0	1.0			
Combo Equipment Mechanic	7.0	7.0	6.0	6.0	7.0
Construction & Maintenance Supervisor	1.0		1.0	1.0	1.0
Construction Inspector I/II			2.0	2.0	3.0
Custodial Maintenance Supervisor	1.0	1.0	1.0	1.0	1.0
Director, Infrastructure & Maintenance	1.0	1.0			
Development Project Manager I/II					0.4
Electrical Supervisor			1.0	1.0	1.0
Electrician			4.0	5.0	5.0
Engineer I/II			1.0	1.0	1.0
Equipment Mechanic III	1.0	1.0			
Equipment Mechanic IV	2.0	2.0	3.0	3.0	3.0
Equipment Operator	1.0	1.0	9.0	10.0	11.0
Equipment Parts Specialist	1.0	2.0	2.0	2.0	2.0
Equipment Storekeeper	1.0				
Equipment Services Superintendent	1.0	1.0	1.0	1.0	1.0
Equipment Supervisor	1.0	1.0	1.0	1.0	1.0
Executive Secretary I/II	1.0		1.0	1.0	1.0
Gardener	3.0	2.0	3.0	3.0	3.0
Groundskeeper/Gardener	14.0	14.0	10.0	10.0	11.0
Maintenance Leadworker	4.0	6.0	9.0	10.0	10.0
Maintenance Worker I/II	6.0	5.0	14.0	15.0	18.0
Office Aide			1.0	1.0	1.0
Office Assistant II			1.0	1.0	1.0
Painter	2.0	2.0	2.0	2.0	2.0
Parks & Landscaping Superintendent	1.0	1.0	1.0	1.0	1.0
Parks Construction & Maintenance Worker	9.0	7.0	5.0	5.0	7.0
Parks Supervisor	3.0	4.0	3.0	3.0	3.0
Project Manager I/II			1.0	1.0	1.0

Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
Public Works Director			1.0	1.0	1.0
Public Works Administrative Manager	1.0				
PW Facilities Maint. Superintendent	1.0	1.0	1.0	1.0	1.0
PW Streets Maint. Superintendent	1.0		1.0	1.0	1.0
Public Works Superintendent	1.0	1.0	1.0	1.0	1.0
Senior Civil Engineer			2.0	2.0	2.0
Stationery Engineer	3.0	3.0	3.0	3.0	3.0
Stationery Engineer Supervisor	1.0	1.0	1.0	1.0	1.0
Tree Leadworker	1.0	1.0	1.0	1.0	1.0
Utility Worker II	10.0	11.0	10.0	10.0	10.0
Total Full-Time Equivalents (FTEs)	95.0	93.0	113.0	117.0	127.4
TRANSPORTATION DEPARTMENT					
Management Analyst I/II			1.0	1.0	
Paratransit Assistant			1.0	1.0	
Paratransit Driver			2.0	2.0	2.0
Paratransit Driver Leadworker			1.0	1.0	1.0
Project Manager I/II			2.0	2.0	2.0
Total Full-Time Equivalents (FTEs)			7.0	7.0	5.0

Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
CAPITAL IMPROVEMENT/RIGHT-OF-WAY MAINTENANCE IS NOW PUBLIC WORKS					
Administrative Aide	1.0	1.0			
Construction Inspector I/II	2.0	2.0			
Construction & Maint Supv	1.0	1.0			
Development Project Manager II	1.0	1.0			
Electrical Supervisor	1.0	1.0			
Electrician	5.0	5.0			
Equipment Operator	10.0	10.0			
Executive Secretary I/II	1.0	1.0			
Maintenance Lead Worker	3.0	3.0			
Maintenance Worker I/II	11.0	10.0			
Office Assistant I/II	2.0	1.0			
PW Admin Manager		1.0			
PW Maintenance & Operations Director	1.0	1.0			
PW Streets Maintenance Superintendent	1.0	1.0			
Senior Civil Engineer	3.0	3.0			
Total Full-Time Equivalents (FTEs)	43.0	42.0			
WATER RESOURCE RECOVERY					
Administrative Aide	1.0	1.0	1.0	1.0	1.0
Admin Services Analyst	1.0	1.0	1.0	1.0	1.0
Director of Water Resource Recovery	1.0	1.0	1.0	1.0	1.0
Engineering Infrastructure Administrator		1.0	1.0	1.0	1.0
Environmental Compliance Inspector	3.0	3.0	3.0	3.0	2.0
Environmental Services Manager	1.0	1.0	1.0	1.0	1.0

Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
Infrastructure Administrator	1.0				
Project Manager I/II	1.0	1.0	1.0	1.0	1.0
Project Coordinator	1.0	1.0	1.0	1.0	1.0
Senior Environmental Inspector					1.0
Total Full-Time Equivalents (FTEs)	10.0	10.0	10.0	10.0	10.0
COMMUNITY DEVELOPMENT (PLANNING & BUILDING SERVICES)					
Accountant I/II	1.0	1.0			
Administrative Aide			1.0	1.0	1.0
Associate Administrative Analyst	1.0	1.0	1.0	1.0	1.0
Building Inspector	1.0				1.0
Building Inspector Supervisor	1.0	2.0	1.0	1.0	1.0
Building Official	1.0	1.0	1.0	1.0	1.0
Code Enforcement Manager					1.0
Code Enforcement Officer I/II			6.0	6.0	7.0
Code Enforcement Superintendent			1.0	1.0	
Community Development Director			1.0	1.0	1.0
Deputy Building Official					1.0
Industrial Building Inspector				1.0	1.0
Permit Technician I/II	4.0	4.0	4.0	4.0	4.0
Plan Checking Engineer	2.0	2.0	2.0	2.0	1.0
Planner I/II	2.0	3.0	1.0	1.0	2.0
Planning & Building Services Director	1.0	1.0			
Planning Manager	1.0	1.0	0.5	1.0	1.0
Planning Technician I/II			1.0	1.0	
Senior Accountant			1.0	1.0	1.0
Senior Administrative Analyst	1.0	1.0	1.0	1.0	1.0
Senior Building Inspector	4.0	4.0	4.0	4.0	4.0
Senior Planner	2.0	2.0	3.0	3.0	3.0
Total Full-Time Equivalents (FTEs)	22.0	23.0	29.5	31.0	33.0

Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
HOUSING					
Development Project Manager I/II	1.8	1.8	1.8	1.8	1.0
Senior Admin Analyst	1.0	1.0	1.0	1.0	1.0
Senior Accountant	1.0	1.0			
Total Full-Time Equivalents (FTEs)	3.8	3.8	2.8	2.8	2.0
LIBRARY					
Administrative Librarian	2.0	2.0	2.0	2.0	2.0
Administrative Services Analyst	1.0	1.0	1.0	1.0	1.0
Associate Admin Analyst			1.0	1.0	1.0
Arts & Culture Manager	1.0	1.0			
Assistant Admin Analyst	1.0	1.0			
Executive Secretary I/II	1.0	1.0	1.0	1.0	1.0
Family Literacy Specialist	1.0	1.0	1.0	1.0	1.0
Learning Center Manager I/II	1.0	1.0	1.0	1.0	1.0
Librarian I/II	7.0	8.0	7.0	7.0	7.0
Library & Cultural Services Director	1.0	1.0	1.0	1.0	1.0
Library Aide (group 1)	0.6	0.6			
Library Assistant I/II	6.0	6.0	6.0	6.0	6.0
Library Associate	3.0	2.0	2.0	2.0	2.0
Library Information Systems Support Technician	1.0	1.0	1.0	1.0	1.0
Literacy Program Manager	1.0	1.0	1.0	1.0	1.0
Office Assistant I/II	0.7	0.7	0.7	0.7	0.7
Senior Library Assistant	2.0	2.0	2.0	2.0	2.0
Volunteer Tutor/Learner Coordinator	3.0	3.0	3.0	3.0	3.0
Total Full-Time Equivalents (FTEs)	33.3	33.3	30.7	30.7	30.7

Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
COMMUNITY SERVICES (RECREATION)					
Accountant II	1.0	1.0			
Accounting Asst I/II			1.0	1.0	1.0
Administrative Aide	2.0	2.0	2.0	2.0	2.0
Associate Admin Analyst	1.0	1.0	1.0	1.0	1.0
Auditorium Aide	3.2	3.2	3.2	3.2	3.2
Community Services (Recreation) Director	1.0	1.0			1.0
Community Services Administrative Manager	1.0	1.0	1.0	1.0	
Development Project Manager II					0.4
Executive Secretary I/II	1.0	1.0	1.0	1.0	1.0
Finance Manager I/II	1.0	1.0			
Lifeguard					1.6
Office Specialist	2.0	2.0	2.0	2.0	2.0
Recreation Program Coordinator	9.0	9.0	9.0	9.0	8.0
Recreation Program Specialist	1.6	1.6	1.6	1.6	3.2
Recreation Supervisor	3.0	3.0	3.0	3.0	3.0
Senior Accountant			1.0	1.0	1.0
Senior Lifeguard	1.6	1.6	1.6	1.6	1.6
Total Full-Time Equivalents (FTEs)	28.4	28.4	27.4	27.4	30.0
EMPLOYMENT & TRAINING					
Administrative Aide	1.0	1.0	1.0	1.0	1.0
Assistant Administrative Analyst					1.0
Administrative Services Analyst	2.0	2.0	2.0	2.0	2.0
Director, Employment & Training	1.0	1.0			1.0
Employment Program Manager	3.0	3.0	3.0	3.0	3.0
Employment Program Specialist I/II	8.0	8.0	8.0	8.0	8.0
Finance Manager	1.0	1.0	1.0	1.0	1.0

Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
Library & Community Services Director			1.0	1.0	1.0
Office Assistant I/II	1.0	1.0	1.0	1.0	1.0
Project Coordinator	1.0	1.0	1.0	1.0	
Senior Accountant					1.0
Senior Employment Program Specialist	1.0	1.0	1.0	1.0	1.0
Total Full-Time Equivalents (FTEs)	19.0	19.0	19.0	19.0	21.0
RENT CONTROL					
Administrative Aide	2.0	3.0	3.0	3.0	3.0
Assistant Admin Analyst	1.0	1.0	1.0	1.0	1.0
Associate Admin Analyst	2.0				
Deputy Director Rent Program	1.0	1.0	1.0	1.0	1.0
Executive Director Rent Program	1.0	1.0	1.0	1.0	1.0
Hearing Examiner Rent Program	1.0	1.0	1.0	1.0	1.0
Rent Board General Counsel					1.0
Rent Program Analyst I/II		1.0	1.0	3.0	2.0
Rent Program Analyst II		2.0	2.0		
Senior Management Analyst					1.0
Staff Attorney Rent Program	1.0	2.0	2.0	2.0	1.0
Total Full-Time Equivalents(FTEs)	9.0	12.0	12.0	12.0	12.0
GRAND TOTAL ALL DEPARTMENTS	733.2	728.5	669.5	680.0	693.2

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MAYOR'S OFFICE PROGRAM ORGANIZATIONAL CHART

Mayor's Office

- * Leadership
- * Represents City at
Regional, State and
National Organizations
- * Budget and Policy
Development
- * Develops and Supports
Healthy and Sustainable
Policies and Programs for
Richmond Communities
- * Leads and Fosters
Community and City
Department Partnerships
- * Appointments to
Commissions and
Committees

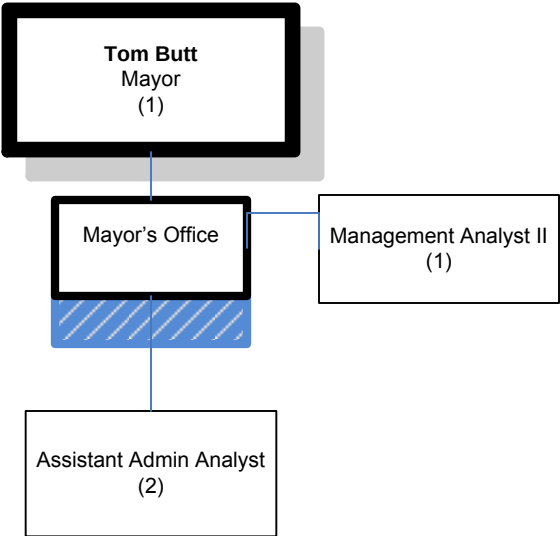
Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
MAYOR'S OFFICE					
Mayor	1.0	1.0	1.0	1.0	1.0
Admin Trainee	2.1				
Assistant Admin Analyst		2.0	2.0	2.0	2.0
Management Analyst II	1.0	1.0	1.0	1.0	1.0
Total Full-Time Equivalents (FTEs)	4.1	4.0	4.0	4.0	4.0

Mayor's Office

FY2021-22 Organizational Chart

- Existing Pos.
- New Position
- Reclassification
- Main Program
- Sub-Program

Existing FTE = 4, Adopted FTE = 4



Mayor's Office-10

TOTAL BUDGET - HISTORICAL COMPARISON

	FY2019-20 Actual	FY2020-21 Adjusted	FY2020-21 Actual Thru Mar -2021	FY2021-22 Budget	\$ Chg From FY20-21	% Chg From FY20-21
REVENUE						
General Fund-0001	373,946	443,256	311,560	460,045	16,789	4%
TOTAL SOURCES BY FUND	373,946	443,256	311,560	460,045	16,789	4%
USES BY TYPE						
Salaries	264,473	283,120	199,180	286,868	3,748	1%
Benefits	226,591	235,227	182,602	248,268	13,041	6%
Professional Services	7,043	16,100	14	16,100	-	0%
Other Operating Expenses	1,771	2,400	93	2,400	-	0%
Utilities	1,482	1,250	798	1,250	-	0%
Equipment & Contract Services					-	-
Provision for Insurance Loss					-	-
Cost Pool	17,944	18,277	13,708	18,277	-	0%
Asset/Capital Outlay					-	-
A87 Cost Plan Reimbursement	(145,358)	(113,118)	(84,835)	(113,118)	-	0%
Grant Expenditures					-	-
TOTAL USES BY TYPE	373,946	443,256	311,560	460,045	16,789	4%
USES BY ORG CODE						
Office of the Mayor (Admin)-01101011	373,946	443,256	311,560	460,045	16,789	4%
TOTAL USES BY ORG CODE	373,946	443,256	311,560	460,045	16,789	4%

CITY COUNCIL PROGRAM ORGANIZATIONAL CHART

City Council

- Allocation of Resources
And Policy Development
- Formulates Priorities
- Coordination between
Departments & Community
- Represents City at Local,
Regional & Nation-wide
Organizations
- Conducts regularly scheduled meetings,
hearings, and study sessions to
receive citizens' input.

Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
CITY COUNCIL					
Councilmember		6.0	6.0	6.0	6.0
Senior Administrative Analyst	1.0	1.0	1.0	1.0	1.0
Total Full-Time Equivalents (FTEs)	1.0	7.0	7.0	7.0	7.0

City Council

FY2021-22 Organizational Chart

Existing Pos.

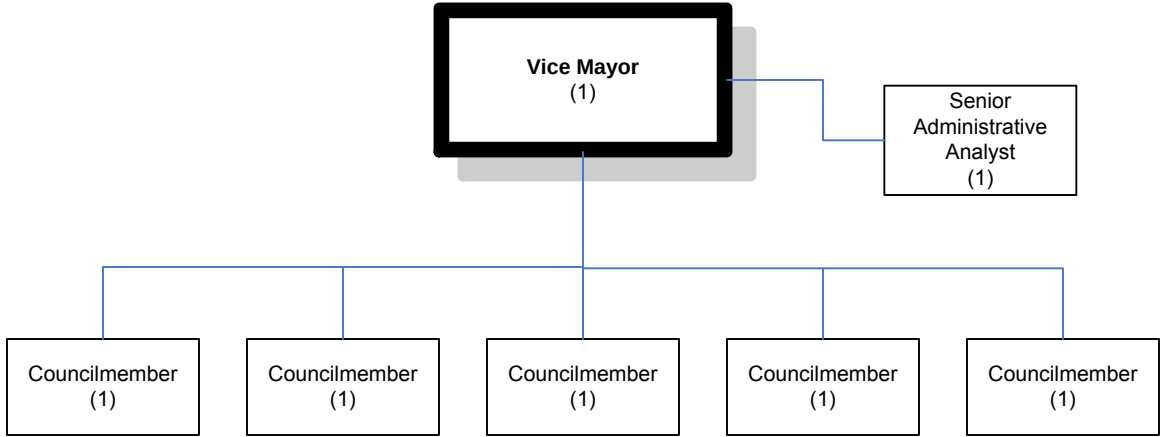
New Position

Reclassification

Main Program

Sub-Program

Existing FTE = 7, Adopted FTE = 7



City Council-11

TOTAL BUDGET - HISTORICAL COMPARISON

	FY2019-20 Actual	FY2020-21 Adjusted	FY2020-21 Actual	FY2021-22 Budget	\$ Chg From FY20-21	% Chg From FY20-21
	Thru Mar -2021					
SOURCES BY FUND (INCLUDES REVENUE AND/OR FUND BALANCE)						
General Fund-0001	337,951	401,793	239,676	437,296	42,163	7%
Emergency Operations & Disaster-1304	58		8		-	-
TOTAL SOURCES BY FUND	338,008	401,793	239,684	443,956	42,163	7%
USES BY TYPE						
Salaries	252,612	284,779	169,617	299,779	15,000	5%
Benefits	192,285	210,701	157,661	212,364	1,663	1%
Professional Services	27,233	11,550	270	37,050	25,500	221%
Other Operating Expenses	16,697	18,600	6,004	18,600	-	0%
Utilities	999	1,100	730	1,100	-	0%
Equipment & Contract Services						-
Provision for Insurance Loss						-
Cost Pool	49,363	30,422	22,817	30,422	-	0%
Asset/Capital Outlay		1,200		1,200	-	0%
A87 Cost Plan Reimbursement	(201,181)	(156,559)	(117,415)	(156,559)	-	0%
Grant Expenditures						-
TOTAL USES BY TYPE	338,008	401,793	239,684	443,956	42,163	10%
USES BY ORG CODE						
Council/City Council Div-01115011	331,234	401,793	239,676	431,456	29,663	7%
Council Member(1) (S-Div)-01115111	2,365			2,500	2,500	-
Council Member(2) (S-Div)-01115211					-	-
Council Member(3) (S-Div)-01115311					-	-
Council Member(4) (S-Div)-01115411	1,590			2,500	2,500	-
Council Member(5) (S-Div)-01115511	100				-	-
Council Member(6) (S-Div)-01115611	100			2,500	2,500	-
Council Member(7) (S-Div)-01115711				2,500	2,500	-
Council Member(8) (S-Div)-01115811	2,562			2,500	2,500	-
Emergency Ope & Distr/City Council-13411511	58				-	-
TOTAL USES BY ORG CODE	338,008	401,793	239,676	443,956	42,163	7%

CITY CLERK'S OFFICE

PROGRAM ORGANIZATIONAL CHART

City Clerk

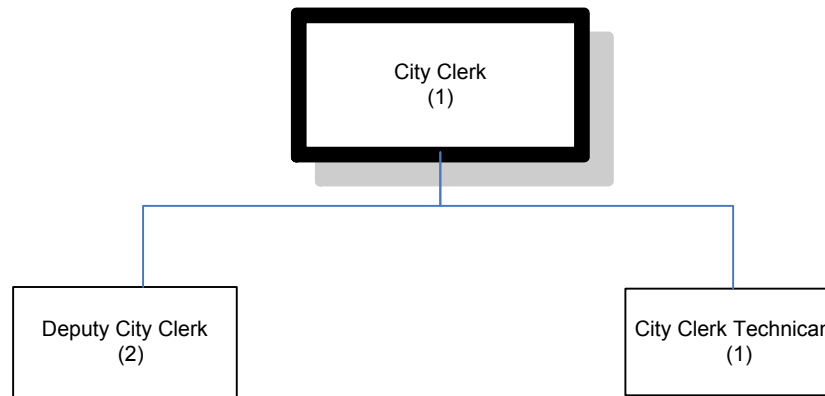
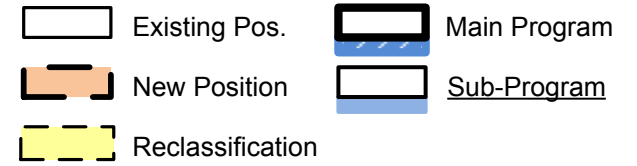
- Custodian of legislative history and records
- Preparation and publishing of agendas and packet
- Minutes preparation and publishing
- Resolutions – attest/publish
- Ordinances – attest/publish
- Contracts/Agreement execute/publish
- Monitor and track terms, absences, and resignations of Boards and Commissions
- Elections Official
- Record deeds, street vacations, liens with County Recorder
- Certification of documents indexing and filing destruction imaging
- Accepts subpoenas, summons, etc.
- Passport Acceptance Facility – process passport applications
- Publish legal notices
- Schedule appeals and regular hearings
- Records Management/Retention Schedule
- Bid Openings
- Codification and Maintenance of Municipal Code
- Research Service
- Administers Public Information Requests
- Accepts claims against the City of Richmond
- Approves requests for use/rental of the City Council Chambers
- Administers Oaths of Office
- Fair Political Practice Commission Filings (FPPC)
- Staff City Council Meetings and other agencies

Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
CITY CLERK'S OFFICE					
City Clerk	1.0	1.0	1.0	1.0	1.0
City Clerk Technician	1.0	1.0	1.0	1.0	1.0
Deputy City Clerk	2.0	2.0	2.0	2.0	2.0
Total Full-Time Equivalents (FTEs)	4.0	4.0	4.0	4.0	4.0

City Clerk's Office

FY2021-22 Organizational Chart

Existing FTE = 4, Adopted FTE = 4



City Clerk-14

TOTAL BUDGET - HISTORICAL COMPARISON

	FY2019-20 Actual	FY2020-21 Adjusted	FY2020-21 Actual Thru Mar -2021	FY2021-22 Budget	\$ Chg From FY20-21	% Chg From FY20-21
REVENUE						
General Fund-0001	68,184	873,985	673,968	961,423	87,438	128%
Emergency Operation & Disaster-1304	465		506		-	0%
TOTAL SOURCES BY FUND	68,649	873,985	674,474	961,423	87,438	127%
USES BY TYPE						
Salaries	393,035	407,496	300,368	411,069	3,573	1%
Benefits	261,262	257,464	206,861	278,754	21,290	8%
Professional Services	144,225	285,625	236,686	348,200	62,575	43%
Other Operating Expenses	11,405	21,800	4,696	21,800	-	0%
Utilities	1,075	1,500	280	1,500	-	0%
Equipment & Contract Services					-	-
Provision for Insurance Loss					-	-
Cost Pool	25,785	21,190	15,893	21,190	-	0%
Asset/Capital Outlay					-	-
A87 Cost Plan Reimbursement	(155,603)	(121,090)	(90,815)	(121,090)	-	0%
Grant Expenditures					-	-
Emergency Operation & Disaster/City Clerk	465				-	
TOTAL USES BY TYPE	681,649	873,985	673,969	961,423	87,438	13%
USES BY ORG CODE						
City Clerk (Admin)-01141013	68,184	873,985	673,968	961,423	87,438	128%
Emergency Operation & Disaster-City Clerk-13414113	465		506		-	0%
TOTAL USES BY ORG CODE	68,649	873,985	674,474	961,423	87,438	127%

**CITY ATTORNEY
PROGRAM ORGANIZATIONAL CHART**

ADMINISTRATION	CITY ADVISORY SERVICES	OPERATIONAL SERVICES
In-House Attorneys	City Council	Court Appearances
Contract Attorneys	Commissions	Contract Review
Support Staff	Successor Agency	Opinions
	Housing Authority	Ordinances
	Port	Resolutions
	Municipal Sewer District	Code Enforcement

Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
CITY ATTORNEY'S OFFICE					
Assistant City Attorney	3.0				3.0
City Attorney	1.0	1.0	1.0	1.0	1.0
Executive Secretary I/II	1.0	1.0	1.0	1.0	1.0
Office Specialist		1.0	1.0	1.0	1.0
Senior Assistant City Attorney	3.0	6.0	6.0	6.0	3.0
Supervising Office Assistant	0.7	0.7	1.0	1.0	1.0
Total Full-Time Equivalents (FTEs)	8.7	9.7	10.0	10.0	10.0

City Attorney

FY2021-22 Organizational Chart

Existing Pos.

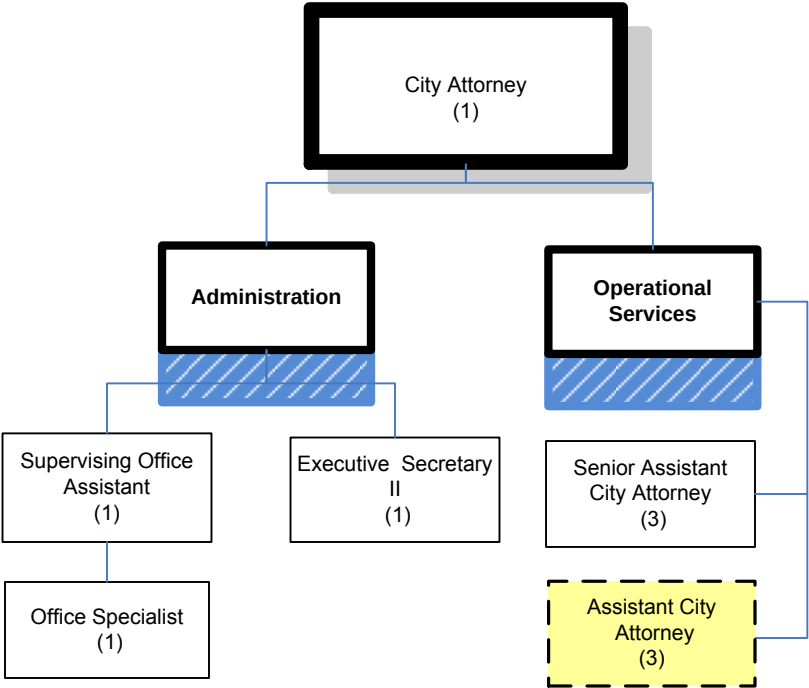
New Position

Reclassification

Main Program

Sub-Program

Existing FTE = 10, Adopted FTE = 10



City Attorney-15

TOTAL BUDGET - HISTORICAL COMPARISON

	FY2019-20 Actual	FY2020-21 Adjusted	FY2020-21 Actual Thru Mar -2021	FY2021-22 Budget	\$ Chg From FY20-21	% Chg From FY20-21
SOURCES BY FUND						
(INCLUDES REVENUE AND/OR FUND BALANCE)						
General Fund-0001	1,610,307	1,872,695	1,109,517	2,003,021	130,326	7%
Emergency Operation & Disaster-1304	23,821		687		-	-
TOTAL SOURCES BY FUND	1,634,129	1,872,695	1,110,204	2,003,021	130,326	7%
USES BY TYPE						
Salaries	1,149,564	1,154,677	742,452	1,228,094	73,417	6%
Benefits	606,982	627,973	439,221	651,957	23,984	4%
Professional Services	67,217	223,475	35,562	256,450	32,975	15%
Other Operating Expenses	16,933	21,787	9,304	21,500	(287)	-1%
Utilities	937		284		-	-
Equipment & Contract Services	174	1,013	544	1,250	237	23%
Cost Pool	90,924	76,143	57,108	76,143	-	0%
A87 Cost Plan Reimbursement	(298,603)	(232,373)	(174,271)	(232,373)	-	0%
TOTAL USES BY TYPE	1,634,129	1,872,695	1,110,204	2,003,021	130,326	7%
USES BY ORG CODE						
City Attorney (Admin)-01151014	1,610,307	1,872,695	1,109,517	2,003,021	130,326	7%
Emergency Operation & Disaster-City Attorney-13415114	23,821		687		-	-
TOTAL USES BY ORG CODE	1,634,129	1,872,695	1,110,204	2,003,021	130,326	7%

COMMUNITY POLICE REVIEW COMMISSION PROGRAM ORGANIZATIONAL CHART

Community Police Review Commission

- * Investigate Complaints
- * Investigate Appeals
- * Review RPD Policies
- * Promote Positive
Police-Community
Relations
- * Conduct Appeal
Hearings

Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
COMMUNITY POLICE REVIEW COMMISSION					
Assistant Administrative Analyst	0.1	0.1	0.1	0.1	0.1
Total Full-Time Equivalents (FTEs)	0.1	0.1	0.1	0.1	0.1

Community Police Review Commission

FY2021-22 Organizational Chart

Existing Pos.

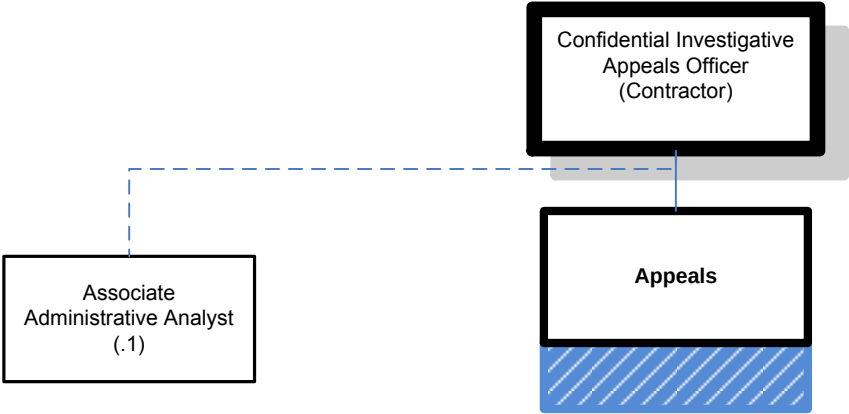
New Position

Reclassification

Main Program

Sub-Program

Existing FTE = .1, Adopted FTE = .1



Community Police Review Commission-12

TOTAL BUDGET - HISTORICAL COMPARISON

	FY2019-20 Actual	FY2020-21 Adjusted	FY2020-21 Actual Thru Mar -2021	FY2021-22 Budget	\$ Chg From FY20-21	% Chg From FY20-21
SOURCES BY FUND						
(INCLUDES REVENUE AND/OR FUND BALANCE)						
General Fund-0001	50,545	88,650	47,006	90,141	1,491	2%
TOTAL SOURCES BY FUND	50,545	88,650	47,006	90,141	1,491	2%
USES BY TYPE						
Salaries	36,293	77,000	39,906	78,317	1,317	2%
Benefits	8,749	0	6,027	174	174	-
Professional Services	5,116	10,300	1,007	10,300	-	0%
Other Operating Expenses	387	1,350	66	1,350	-	0%
Utilities						-
Equipment & Contract Services						-
Provision for Insurance Loss						-
Cost Pool						-
Asset/Capital Outlay						-
A87 Cost Plan Reimbursement						-
Grant Expenditures						-
TOTAL USES BY TYPE	50,545	88,650	47,006	90,141	1,491	2%
USES BY ORG CODE						
Police Commission (Admin)-101121011	50,545	88,650	47,006	90,141	1,491	2%
TOTAL USES BY ORG CODE	50,545	88,650	47,006	90,141	1,491	2%

INFORMATION TECHNOLOGY DEPARTMENT PROGRAM ORGANIZATIONAL CHART

IT Administration and Services

- *IT Leadership
- *Strategic Planning
- *Policy
- *Budget
- *Contracts
- *Procurement
- *Network Design
- *Network Upgrades
- *Network Maintenance
- *Network Security
- *Network Support
- *Desktop Training
- *Website Maintenance
- *Hardware Replacement
- *Software Replacement
- *Desktop Maintenance
- *Help Desk Support

Telephones/Radios

- *Management
- *Maintenance
- *Security
- *Support
- *Training
- *City Cell Tower Support
- *City Fiber & Wired Support

Application Processing

- *Management
- *Development
- *Maintenance
- *Support
- *Security
- *Training
- *Website and Marquee Management

Geographical Information

- *Management
- *Development
- *Maintenance
- *Support
- *Training

IT CIP Projects

- *Desktop Refresh Project
- *Document Storage Project
- *KCRT Projects

Media Communications Division

- *KCRT Operations
- *Promote City Services & Events
- *Crisis Emergency Info
- *Cable Franchise Monitoring
- *A/V Technical Assistance & Video Production Equipment Check Out & Assistance
- *Video System Designs,
- *Telecom Lease Negotiations
- *KCOR Operations
- *Social Media

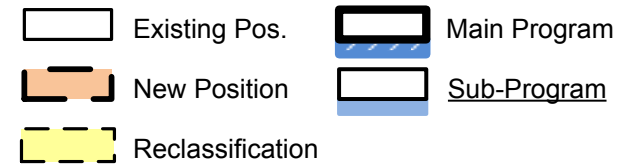
Duplicating / Mail Services

- *Postage and Mail Room Services
- *Duplicating / Copy Center Services

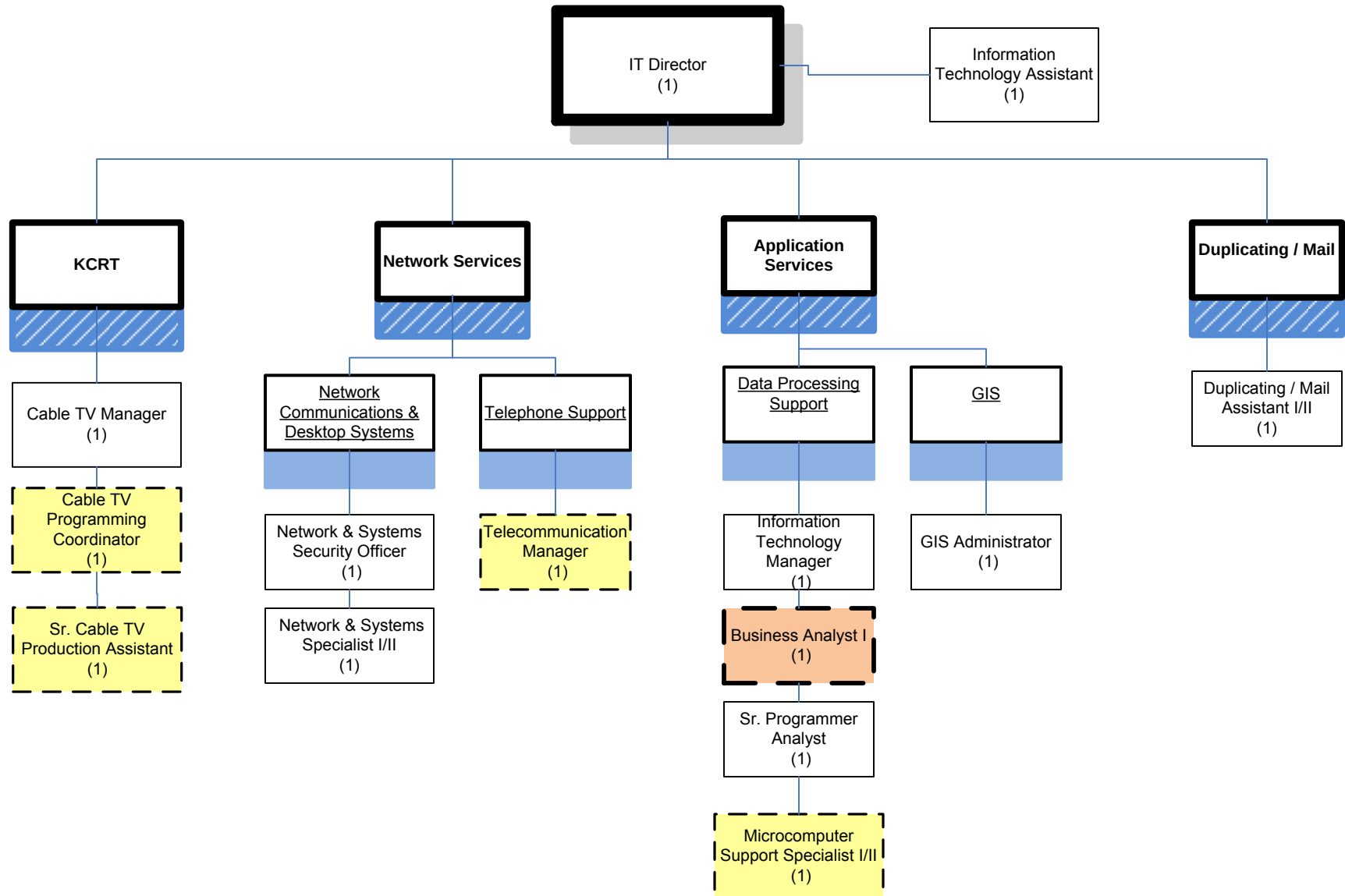
Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
INFORMATION TECHNOLOGY					
Business Analyst I					1.0
Business Systems Manager	1.0	1.0	1.0		
Cable TV Administrator		1.0			
Cable TV Engineering Support Asst.	1.0	1.0	1.0	1.0	
Cable TV Manager				1.0	1.0
Cable TV Programming Coordinator	1.0	1.0	1.0		1.0
Cable TV Production Support Assistant	1.0	1.0	1.0	1.0	
Cable TV Engineer Coordinator	1.0				
Duplicating/Mail Assistant I/II	1.0	1.0	1.0	1.0	1.0
GIS Administrator	1.0	1.0	1.0	1.0	1.0
Information Technology Assistant	1.0	1.0	1.0	1.0	1.0
Information Technology Director	1.0	1.0	1.0	1.0	1.0
Information Technology Manager				1.0	1.0
Microcomputer Support Specialist I/II					1.0
Network & Systems Manager	1.0	1.0	1.0		
Network & Systems Security Officer				1.0	1.0
Network & Systems Specialist I/II	1.0	1.0	1.0	1.0	1.0
Network & Systems Engineer	1.0				
Senior Cable TV Production Assistant	1.0	1.0	1.0	1.0	1.0
Senior Programmer Analyst	1.0	1.0	1.0	1.0	1.0
Telecommunication Manager					1.0
Telephone Radio Specialist	1.0	1.0	1.0	1.0	
Total Full-Time Equivalents (FTEs)	15.0	14.0	13.0	13.0	14.0

Information Technology

FY2021-22 Organizational Chart



Existing FTE = 13, Adopted FTE = 14



Information Technology-26

TOTAL BUDGET - HISTORICAL COMPARISON

	FY2019-20 Adjusted	FY2020-21 Adjusted	FY2020-21 Actual Thru Mar -2021	FY2021-22 Budget	\$ Chg From FY20-21	% Chg From FY20-21
SOURCES BY FUND						
(INCLUDES REVENUE AND/OR FUND BALANCE)						
General Fund-0001	2,988,140	3,921,315	1,883,230	4,321,394	400,079	10%
Outside Funded Services-1006	4,739	531,514	75,428		(531,514)	-100%
Chevron Modernization-1017	8,216				-	-
Emergency Op & Disastr/Info Tech-1304	239,207		204,888		-	
General Capital-2001		119,201			(119,201)	-100%
KCRT - Cable Television-4008	671,789	931,416	722,227	1,250,000	318,584	34%
Equipment Services-5003	421,490	100,000	32,938	100,000	-	0%
TOTAL SOURCES BY FUND	4,333,582	5,603,446	2,918,711	5,671,394	67,948	2%
USES BY TYPE						
Salaries	1,243,928	1,301,808	1,010,639	1,461,389	159,581	12%
Benefits	753,442	893,219	716,590	851,546	(41,673)	-5%
Professional Services	670,741	1,006,266	475,704	1,066,882	60,616	6%
Other Operating Expenses	106,722	107,250	45,952	108,205	955	1%
Utilities	399,296	376,879	232,689	376,879	-	0%
Equipment & Contract Services	999,254	728,220	404,586	727,220	(1,000)	0%
Provision for Insurance Loss	500	575	575		(575)	-100%
Cost Pool	276,997	252,852	189,638	252,852	-	0%
Asset/Capital Outlay	555,511	1,459,956	235,012	1,350,000	(109,956)	-8%
A87 Cost Plan Reimbursement	(672,808)	(523,579)	(392,673)	(523,579)	-	0%
Debt Services					-	100%
Operating Transfer Out					-	-
TOTAL USES BY TYPE	4,333,582	5,603,446	2,918,711	5,671,394	67,948	2%
USES BY ORG CODE						
GF-Info Tech/Admin-01261017	906,566	2,116,038	807,419	2,073,540	(42,498)	-2%
GF-I.T./Telecommunications-01262117	506,365	497,483	348,255	456,277	(41,206)	-8%
GF-Info Tech/(Gis)-01262217	187,240	215,456	138,134	208,706	(6,750)	-3%
GF-Info Tech/Erp&App-01262417	1,231,589	988,938	528,049	1,028,143	39,205	4%
GF-Info Tech/Dsktp Sp-01262917	(27,378)	(21,306)	(15,980)	(21,306)	-	0%
GF-IT/Mail Room & Duplication-01263090	183,758	124,706	77,352	141,456	16,750	13%
Outside Funded Grant-10662117	4,739	531,514	75,428		(531,514)	-100%
Chevron ECIA-11761017	8,216			484,430	484,430	-
Emergency Op & Disastr/Info Tech-13426117	239,207	-	204,888		-	
Capital Outlay-20162317	-	119,201	-		(119,201)	-14%
I.T.-KCRT Cable TV Operations-40864181	671,789	851,416	722,227	980,148	128,732	161%
I.T.-KCRT Cable TV-40864281	-	80,000	-	220,000	140,000	140%
ISF-Info Tech/Desktop-50362917	421,490	100,000	32,938	100,000	-	-
TOTAL USES BY ORG CODE	4,333,582	5,603,446	2,918,711	5,671,394	67,948	2%

**City Manager/City Council
Program/Policy Development**

- * Policy Research, Implementation and Development
- * Management Oversight of City Departmental Services
- * Council Communication and Information Provision
- * Policy Recommendations
- * Community Relations
- * Public Administration and Information
- * City Budget Oversight and Resource Allocation
- *Agenda Packet Preparation
- * Inter-Governmental and Regional Collaboration
- * Contract and Grant Administration
- * Inter-Departmental Collaboration

Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
CITY MANAGER'S OFFICE					
Administrative Chief	1.0	1.0			
Assistant Administrative Analyst	0.9				
Associate Administrative Analyst		0.9			
City Manager	1.0	1.0	1.0	1.0	1.0
Community & Engagement Manager				1.0	1.0
Community & Economic Dev. Director	1.0	1.0			
Development Project Manager II	1.0	1.0			
Economic Development Administrator	1.0	1.0			
Environmental Services Manager	1.0	1.0			
Executive Assistant to the City Manager	1.0	1.0	1.0	1.0	1.0
Executive Secretary I/II					1.0
Management Analyst I/ II	2.0	4.0			
Senior Management Analyst	1.0				
Sub-total City Manager	10.9	11.9	2.0	3.0	4.0
TRANSPORTATION (Department created in FY20-21)					
Management Analyst II	1.0	1.0			
Paratransit Assistant	1.0	1.0			
Paratransit Driver	3.0	3.0			
Paratransit Driver Leadworker	1.0	1.0			
Project Manager I/II	2.0	2.0			
Sub-total Transportation	8.0	8.0			
Total Full-Time Equivalents (FTEs)	18.9	19.9	2.0	3.0	4.0

City Manager

FY2021-22 Organizational Chart

Existing Pos.

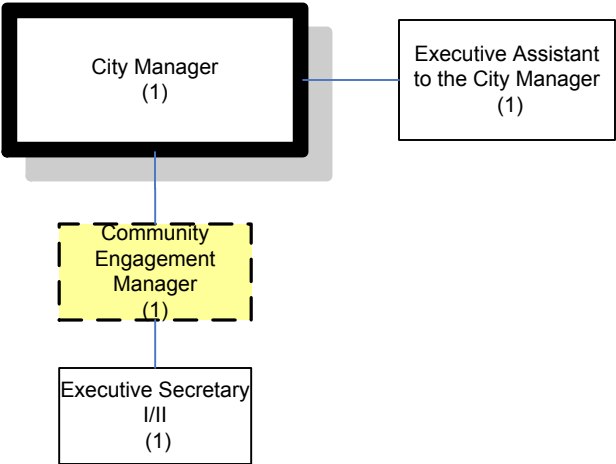
New Position

Reclassification

Main Program

Sub-Program

Existing FTE = 4, Adopted FTE = 4



City Manager's Office-13

TOTAL BUDGET - HISTORICAL COMPARISON

	FY2019-20 Actual	FY2020-21 Adjusted	FY2020-21 Actual Thru Mar -2021	FY2021-22 Budget	\$ Chg From FY20-21	% Chg From FY20-21
SOURCES BY FUND (INCLUDES REVENUE AND/OR FUND BALANCE)						
General Fund-0001	2,061,633	507,067	365,513	1,449,660	942,593	186%
Transportation-1003	687,336		2,852		-	-
Outside Funded Grants-1006	607,019	588,256	51,474	77,662	(510,594)	-87%
Veolia-1009		100,000		25,000	(75,000)	-75%
N. Richmond Mitigation-1010	52,768	123,207	451	124,207	1,000	1%
ECIA-1017	6,391,075	5,156,732	474,994	5,780,025	623,293	12%
Kids First Initiative	338,824		43,670		-	-
General Capital-2001	248,332	125,408			(125,408)	-100%
Emergency Operation & Disaster-1304	17,028	-	430		-	-
TOTAL SOURCES BY FUND	10,404,014	6,600,670	939,385	7,456,554	855,884	13%
USES BY TYPE						
Salaries	1,745,892	354,111	293,578	605,054	311,476	106%
Benefits	940,860	176,929	165,590	353,454	187,864	113%
Professional Services	7,229,479	5,511,803	157,618	6,642,119	6,484,501	4114%
Other Operating Expenses	126,237	10,100	5,600	11,700	6,100	109%
Utilities	7,716	2,200	1,814	2,000	186	10%
Equipment & Contract Services	10,964	150	201	200	(1)	-1%
Cost Pool	367,787	100,038	75,027	100,038	25,011	33%
Asset/Capital Outlay	306,454	125,408			-	-
A87 Cost Plan Reimbursement	(331,548)	(258,011)	(193,500)	(258,011)	(64,511)	33%
Grant Expenditures	174				-	-
Transfer Out		577,942	433,456			0%
TOTAL USES BY TYPE	10,404,014	6,600,670	939,385	7,456,554	855,884	13%

City Manager's Office-13

TOTAL BUDGET - HISTORICAL COMPARISON

	FY2019-20 Actual	FY2020-21 Adjusted	FY2020-21 Actual Thru Mar -2021	FY2021-22 Budget	\$ Chg From FY20-21	% Chg From FY20-21
USES BY ORG CODE						
Administration-01131013	1,638,550	505,658	360,149	882,058	376,400	74%
Environmental-01132713	208,605	1,409	3,578		(1,409)	-100%
City Manager Transportation-01135013	214,478		1,786		-	-
Transportation Operations-10335013	687,134		1,110		-	-
Transportation Non-Operations-10335113					-	-
Parking Management-10335913	202		1,741		-	-
Outside Funded Grants-10632713	607,019	588,256	51,474	77,662	(510,594)	-87%
Veolia-10932813		100,000		100,000	-	0%
North Richmond Mitigation-11032913	52,768	123,207	451	124,207	1,000	1%
ECIA-11731013	6,391,075	5,156,732	474,994	6,220,000	1,063,268	21%
Kids First Initiative-13331013	338,824		43,670	52,627	52,627	-
Capital Outlay-20131031	248,332	125,408	-		(125,408)	-100%
Emergency Operation & Disaster-City Manager-13413113	17,028		430			
Parking Authority Enterprise-40931013					-	-
TOTAL USES BY ORG CODE	10,404,014	6,600,670	939,385	7,456,554	855,884	13%

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Arts & Culture	Business Development	Environmental & Health Initiatives	Richmond Housing Authority	Real Estate & Port
*Prepare revised Arts & Culture Division ordinances, policies, and procedures	*Revenue Generation	* Health in All Policies (HiAP) Ordinance and Strategy Implementation and reporting to improve health equity	*Implementation of the PHARS agreement between HUD, City of Richmond, and RHA	*Manage City owned sites and leases, including Port property
*Prepare and update an inventory of City-owned art	*Develop and implement an Economic Development Action short-term and long-term plan	* Partnerships with City Departments, UC Berkeley, other public institutions and non-profit organizations to support HiAP implementation, data tracking and analysis	* Repositioning of RHA Assets: Hacienda, Nevin Plaza, Administration Building, Nystrom Village, Richmond Village I, II, & III	*Coordinate with private developers to encourage development in Priority Development Areas (Hilltop, Richmond Bay Specific Plan, etc.
*Support for non-profit art organizations and local artists including cross-sector collaboration with City departments, outside governmental entities, community-based organizations, foundations, and residents	* Richmond Business Retention, Attraction, Incentives, Promotion and Support with resource partners (i.e. Main Street, Co-Biz, Renaissance Center, Taste of Richmond, etc.)	* Regional and State Program Collaborations that support implementation of the CAP and HiAP	*Administration and Management of Public Housing (Nevin Plaza & Nystrom Village): Reporting, Lease Enforcement, Maintenance, Vacancy Turnaround, Resident Services, Eviction Activity Administration and Program Oversight	* Developer Outreach and Support
*Administer the 1 Percent for Public Art on Private Development Projects & 1.5 Percent on City Capital Improvement Projects	* Support Small Business Through Connection to Local Classes, Seminars, Collaborations and Technical Assistance	* Climate Action Plan implementation and monitoring via Open Data Dashboard (Transparent Richmond) to improve environmental quality and reduce GHG emissions	*Grant administration: Capital Planning, Modernization, Project Management, etc.	*Coordinate Regulatory, Tariff, and Safety Compliance
* Fund and administer Neighborhood Public Art mini-grants and Poet Laureate competition.	* Design, implement and manage projects/programs to market the City of Richmond (i.e. SF Business Times, etc.)	* Solid Waste and Recycling Contract Administration (Collection and Post Collection Agreement, Transfer Station Agreement, etc.)	*Oversight and Enforcement of RHA Development Agreements	*Maintain Port Clean Air Action Plan
* Richmond Arts & Culture Commission and Public Art Advisory Committee Staffing and Support	* Economic Development Commission Staffing and Support	*Support Community Air Monitoring	*Administer Easter Hill Housing Corporation, RHA Corp., etc.	
	*Support and staff Richmond Promise Board	*Support Regional and State Air Quality Laws and Programs	* Support and staff RHA Board of Commissioners, Housing Advisory Commission, and Nevin Plaza Resident Council	
		* Program Funding and Grant Opportunities Research and Grant Administration		

Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
ECONOMIC DEVELOPMENT					
Arts & Culture Manager			1.0	1.0	1.0
Associate Admin Analyst			1.0	1.0	1.0
Deputy City Manager			1.0	1.0	1.0
Development Project Manager II			1.0	1.0	1.0
Environmental Manager			1.0	1.0	1.0
Executive Secretary I/II					1.0
Management Analyst I/II			2.0	2.0	2.0
Port Director					1.0
Port Marketing/Operations Manager					1.0
Project Manager I/II			1.0	1.0	1.0
Sr. Business Assistance Officer					1.0
Total Full-Time Equivalents (FTEs)			8.0	8.0	12.0
PORT is now in Economic Development as of FY21-22					
Admin Services Analyst	1.0	1.0	1.0	1.0	
Executive Secretary I/II	1.0	1.0	1.0	1.0	
Port Director	1.0	1.0	1.0	1.0	
Port Marketing/Operations Manager	1.0	1.0	1.0	1.0	
Total Full-Time Equivalents (FTEs)	4.0	4.0	4.0	4.0	

Economic Development
FY2021-22 Organizational Chart

Existing Pos.

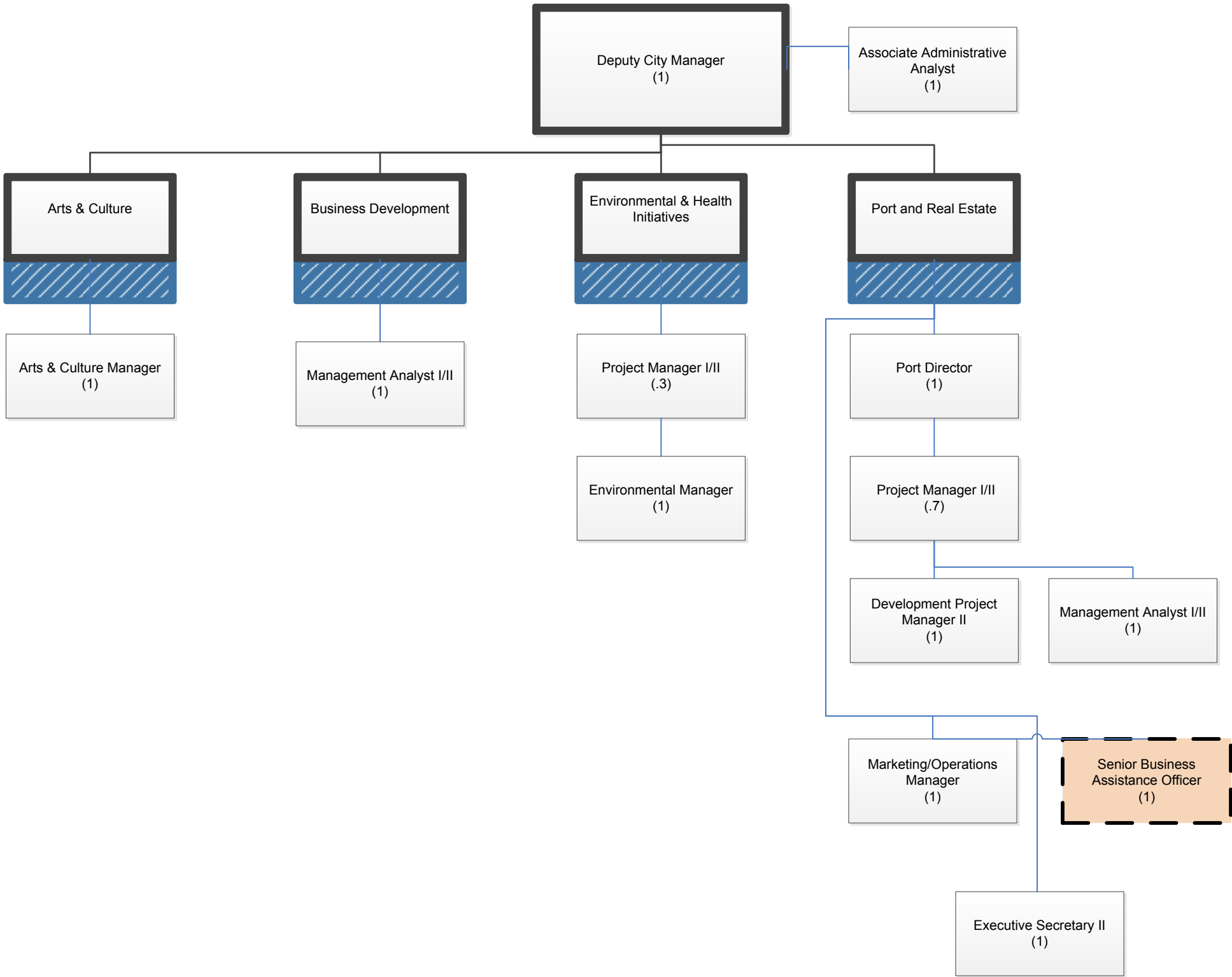
New Position

Reclassification

Main Program

Sub-Program

Existing FTE = 8, Adopted FTE = 12



Economic Development-36

TOTAL BUDGET - HISTORICAL COMPARISON

	FY2019-20 Actual	FY2020-21 Adjusted	FY2020-21 Actual Thru Mar -2021	FY2021-22 Budget	\$ Chg From FY20-21	% Chg From FY20-21
SOURCES BY FUND						
(INCLUDES REVENUE AND/OR FUND BALANCE)						
General Fund-0001	4,353	2,892,547	1,372,136	3,308,685	416,138	14%
Public Art 1%-1005		100,000		200,000	100,000	100%
TOTAL SOURCES BY FUND	4,353	2,992,547	1,372,136	3,508,685	516,138	17%
USES BY TYPE						
Salaries		608,040	558,252	782,031	173,991	29%
Benefits		446,836	348,368	472,674	25,838	6%
Professional Services	4,353	1,459,009	247,988	1,376,681	(82,328)	-6%
Other Operating Expenses		475,700	215,582	431,050	(44,650)	-9%
Utilities		962	192	840	(122)	-13%
Equipment & Contract Services		1,000	754	1,000	-	0%
Provision for Insurance Loss		1,000	1,000	1,000	-	0%
Asset/Capital Outlay	0			443,409	443,409	-
TOTAL USES BY TYPE	4,353	2,992,547	1,372,136	3,508,685	516,138	17%
USES BY ORG CODE						
Admin-01361165		612,278	229,302	420,577	(191,701)	-31%
Spec Prj-Env-01362765	4,353	1,163,186	340,482	1,172,885	9,699	1%
Public Art Div-01364065		624,138	412,898	634,526	10,388	2%
Real Estate Div-01369065		492,945	389,453	637,288	144,343	29%
Public Art 1%-10564165		100,000		200,000	100,000	100%
Capital Outlay-EC-20161031				443,409		
TOTAL USES BY ORG CODE	4,353	2,992,547	1,372,136	3,508,685	72,729	2%

Port of Richmond-28

TOTAL BUDGET - HISTORICAL COMPARISON

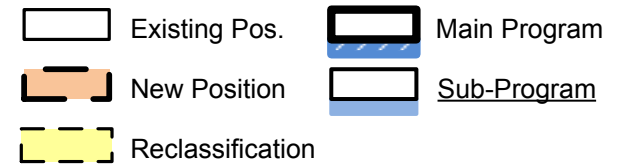
	FY2019-20 Actual	FY2020-21 Adjusted	FY2020-21 Actual	FY2021-22 Budget	\$ Chg From FY20-21	% Chg From FY20-21
	Thru Mar -2021					
SOURCES BY FUND (INCLUDES REVENUE AND/OR FUND BALANCE)						
Port Fund-4001	10,783,561	8,662,357	2,121,859	10,370,957	1,708,600	20%
Emergency Op & Disastr/Port Op-1304	64		3,432		-	-
TOTAL SOURCES BY FUND	10,783,625	8,662,357	2,125,291	10,370,957	1,708,600	20%
USES BY TYPE						
Salaries	322,896	497,652	384,811	463,373	(34,279)	-7%
Benefits	162,134	302,164	167,130	314,194	12,030	4%
Professional Services	849,849	1,362,853	341,085	1,257,853	(105,000)	-8%
Other Operating Expenses	445,655	18,200	6,441	112,200	94,000	516%
Utilities	406,741	363,700	281,784	363,500	(200)	0%
Equipment & Contract Services	212,832	119,000	11,571	49,000	(70,000)	-59%
Provision for Insurance Loss	28,448	33,000	32,363	33,000	-	0%
Cost Pool	470,286	453,488	340,117	453,488	-	0%
Asset/Capital Outlay	3,571,278	825,000	184,034	800,000	(25,000)	-3%
Debt Service	1,275,087	4,687,300	375,955	4,686,500	(800)	0%
Operating Transfer-Out					-	-
TOTAL USES BY TYPE	7,745,206	8,662,357	2,125,291	8,533,108	(129,249)	-1%
USES BY ORG CODE						
Harbor/Port-20711090					-	-
Port Ops/Port Admin-40181080	3,986,797	7,141,357	1,649,353	7,276,108	134,751	2%
Pt. Potrero Marine-Auto-40182380	18,494	65,000		65,000	-	0%
Port Ops/Terminal 1-40182480					-	-
Port Ops/Terminal 2-40182580	55,407	55,000	14,078	55,000	-	0%
Port Ops/Terminal 3-40182680	494,587				-	-
Port Ops/Terminal 4-40182780	5,430	57,000	4,790	7,000	(50,000)	-88%
Pt. Potrero Marina Othrs-40182880	463,912	519,000	269,605	330,000	(189,000)	-36%
Port Ops/CIP-40183080	2,720,147	825,000	184,034	800,000	(25,000)	-3%
Marina Ops/Port-40583080	367				-	-
Emergency Op & Disastr/Port Op-13428180	64		3,432		-	-
TOTAL USES BY ORG CODE	7,745,206	8,662,357	2,125,291	8,533,108	(129,249)	-1%

Internal Services Administration	Department of Children and Youth
* Oversight of Finance, Human Resources, Information Technology, Department of Children and Youth and Office of Neighborhood Safety	* Establishment of the Department of Children and Youth and administration of the grant program in alignment with Measures E & K and Board direction
*Organizational and Employee Development	* Collaboration with various governmental, faith-based, CBOs, philanthropy and community organizations to support work in the community and ensure that children and youth needs are met
* City - Philanthropic Partnership Development	* Providing support to the Oversight Board (e.g. assist with board recruitment, retention, development, training, agenda setting, meeting facilitation, etc.)
* Environmental & Community Investment Agreement Implementation, Support and Oversight	* Develop and administer the grant program in alignment with the Community Needs Assessment and Strategic Investment Plan
* Inter-Departmental Collaboration	* Develop and implement a process to evaluate and/or support the evaluation of grantees, the grant process, collaborative work with other entities, and the program.
* Non-Governmental Organization Support	

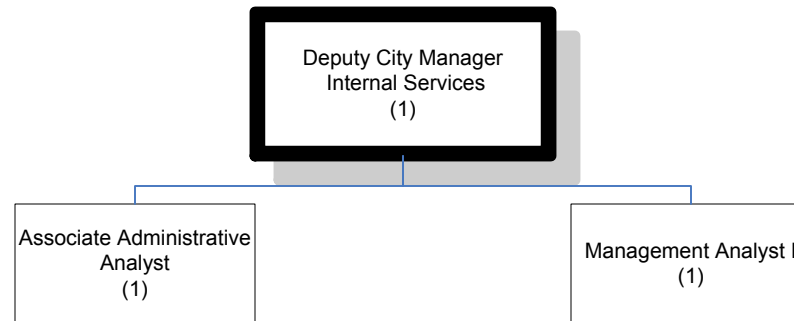
Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
INTERNAL SERVICES					
Administrative Chief			1.0		
Associate Admin Analyst				1.0	1.0
Deputy City Manager				1.0	1.0
Management Analyst I/II			1.0	1.0	1.0
Total Full-Time Equivalents (FTEs)			2.0	3.0	3.0

City Manager/Internal Services Admin

FY2021-22 Organizational Chart



Existing FTE = 3, Adopted FTE = 3



Internal Services-37

TOTAL BUDGET - HISTORICAL COMPARISON

	FY2019-20 Actual	FY2020-21 Adjusted	FY2020-21 Actual Thru Mar -2021	FY2021-22 Budget	\$ Chg From FY20-21	% Chg From FY20-21
SOURCES BY FUND						
(INCLUDES REVENUE AND/OR FUND BALANCE)						
General Fund-0001	950	274,505	149,310	435,088	160,583	58%
Chevron ECIA		5,141,907	662,654	1,608,030	(3,533,877)	-69%
Dept. of Children & Youth Services		408,778	238,858	1,666,307	1,257,529	308%
TOTAL SOURCES BY FUND	950	5,825,190	1,050,823	3,709,425	(2,115,765)	-36%
USES BY TYPE						
Salaries	950	301,466	167,906	291,127	(10,339)	-6%
Benefits		166,517	109,813	203,895	37,378	34%
Professional Services		4,636,007	572,150	2,760,688	(1,875,319)	-328%
Other Operating Expenses		20,300	1,101	15,900	(4,400)	-400%
Equipment & Contract Services		700,900	199,853	437,815	(263,085)	-132%
TOTAL USES BY TYPE	950	5,825,190	1,050,823	3,709,425	(2,115,765)	-36%
USES BY ORG CODE						
Internal Services Admin-01371118	950	274,505	149,310	435,088	160,583	58%
Chevron ECIA-11771018		5,141,907	662,654	1,608,030	(3,533,877)	-69%
Dept. of Children & Youth Services-13371018		408,778	238,858	1,666,307	1,257,529	308%
TOTAL USES BY ORG CODE	950	5,825,190	1,050,823	3,709,425	(2,115,765)	-36%

FINANCE DEPARTMENT PROGRAM ORGANIZATIONAL CHART

Administration	Budget	General Accounting	Treasury
*Manage Overall Operations of the Finance Department	*Capital Improvement Plan Budgeting	*MUNIS Accounting System Maintenance	*Cash Management
*Purchase Order Receiving	*Operating Budgeting	*General Ledger Maintenance	*Rating Agency/Credit Reports
*Contract Processing	*Monthly Variance Analysis	*Financial Analysis & Reporting	*Debt Management
*Website Management	*Position Control	*Fixed Assets Accounting	*Banking Services
*Maintain all files associated with Personnel and Training	*MUNIS User Training	*Audit Management	*State Controller's Reports
	*Grants Management	*Internal Controls	*Cash Flow Reporting
	*Performance Measures Reporting	*Financial Guidance to Departments	*Trustees Liaison
	*Five-Year Financial Planning	*State, Federal & Local Government Reporting	*Financial Policies
		*Comprehensive Annual Financial Report (CAFR)	*Arbitrage & Continuing Disclosure
			*Investments Maintenance & Reporting
Revenue	Accounts Payable	Purchasing	Payroll
*Accounts Receivable	*Process Invoices	*City Purchasing Agent	*Annual Salary & Benefit Projection
*Collections	*1099 Miscellaneous Reporting	*Develop Policy and Procedures	*Medical Reimbursements
*Business License	*Process Cal-Card Statements	*Purchasing Order Maintenance	*Garnishment Payments
*Payment Processing	*Process Utility Payments	*Manage BidsOnline System	*Retiree Pension
*Petty Cash	*Quarterly Diesel Fuel and Sales Tax Reporting	*Maintain Vendor Database	*Annual State Controller's Report
*Return Checks		*Contract Management	*Federal & State Payroll Reporting
*Wastewater & Stormwater Processing		*CAL-Card Program Administration	*Payroll Services for Active Employees
*Refunds			*W-2 & 1099R Reconciliation and Filing
*Master Fee Schedule			*Compliance with Memorandum of Understandings (MOUs) and State & Federal Laws
*Revenue Collections & Analysis			

Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
FINANCE					
Accountant I/II	6.0	7.0	6.0	6.0	7.0
Accounting Assistant I/II	8.0	6.0	6.0	6.0	6.0
Accounting Manager	2.4	3.0	3.0	3.0	3.0
Administrative Services Analyst	1.0	1.0			
Budget Administrator	1.0	1.0	1.0	1.0	1.0
Budget Analyst I/II	3.0	3.0	2.0	2.0	2.0
Business License Field Inspector					1.0
Business License Specialist	2.0	2.0	2.0	2.0	2.0
Buyer I/II	1.0	1.0	1.0	1.0	1.0
Executive Secretary I/II			1.0	1.0	1.0
Finance Director	1.0	1.0	1.0	1.0	1.0
Payroll Coordinator	2.0	2.0	2.0	2.0	2.0
Payroll Supervisor	1.0	1.0		1.0	1.0
Revenue Collection Manager	1.0				
Senior Accountant	1.5	3.0	3.0	3.0	3.0
Senior Budget Analyst	1.0	1.0			1.0
Senior Buyer	1.0	1.0	1.0	1.0	1.0
Total Full-Time Equivalents (FTEs)	32.9	33.0	29.0	30.0	33.0

Finance
FY2021-22 Organizational Chart

Existing Pos.

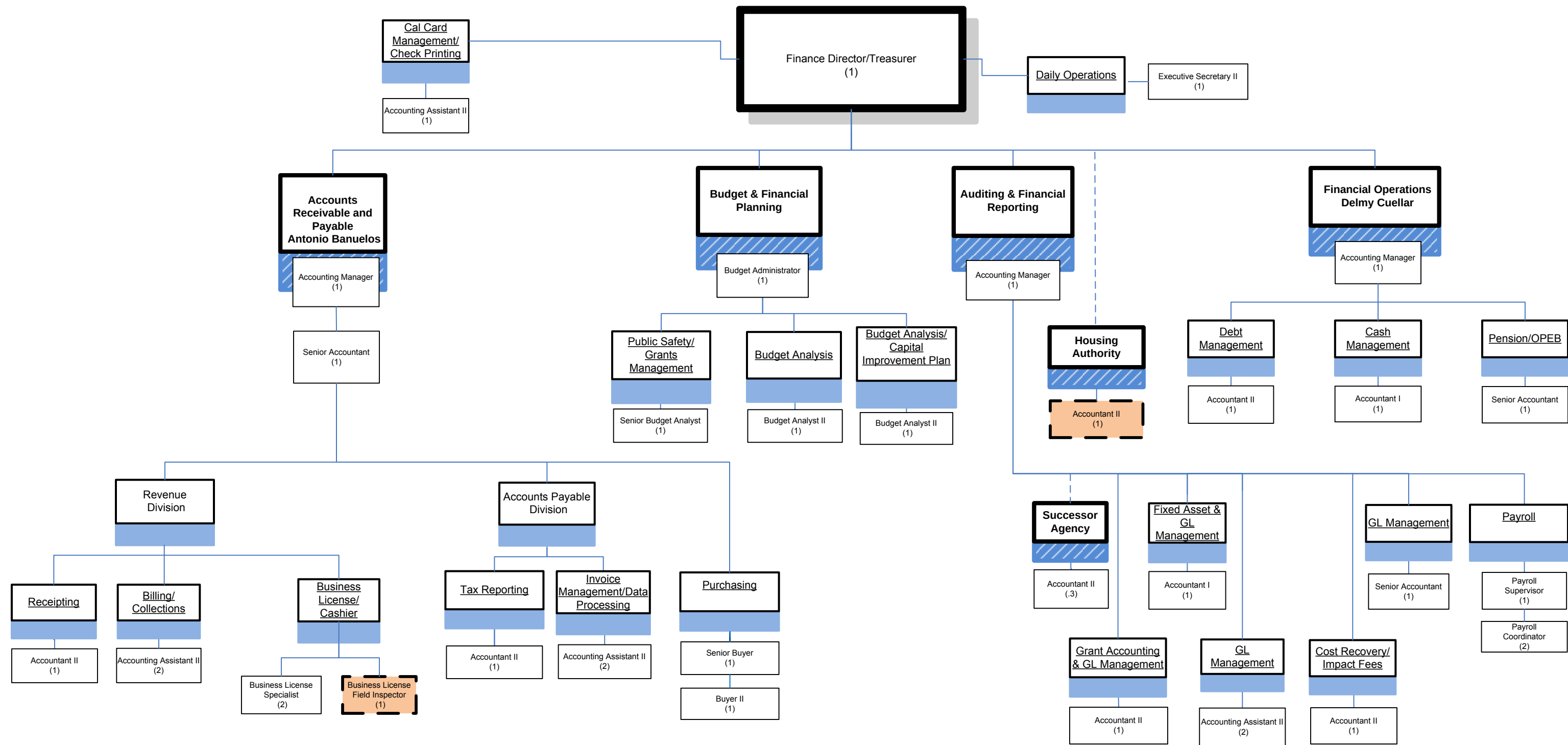
New Position

Reclassification

Main Program

Sub-Program

Existing FTE = 30, Adopted FTE = 33



Note: The Successor Agency and Richmond Housing Authority positions are located in the Finance Department but will continue to be supported by their department's budget.

Finance-17

TOTAL BUDGET - HISTORICAL COMPARISON

	FY2019-20 Actual	FY2020-21 Adjusted	FY2020-21 Actual Thru Mar -2021	FY2021-22 Budget	\$ Chg From FY20-21	% Chg From FY20-21
SOURCES BY FUND (INCLUDES REVENUE AND/OR FUND BALANCE)						
General Fund-0001	3,788,027	4,222,002	2,836,158	5,232,143	1,010,141	24%
Emergency Operation & Disaster-1304	19,699		3,345		-	
TOTAL USES BY FUND	3,807,727	4,222,002	2,839,503	5,232,143	1,010,141	24%
USES BY TYPE						
Salaries	2,481,016	2,457,423	1,694,226	3,030,032	572,609	23%
Benefits	1,734,975	1,809,960	1,305,971	2,267,453	457,493	25%
Professional Services	686,795	782,008	464,765	752,192	(29,816)	-4%
Other Operating Expenses	64,970	60,201	36,225	68,806	8,605	14%
Utilities	1,261		633	1,400	1,400	-
Equipment & Contract Services	344	279	3,551	129	(150)	-54%
Cost Pool	199,178	171,164	128,372	171,164	-	0%
Asset/Capital Outlay	62				-	-
A87 Cost Plan Reimbursement	(1,360,873)	(1,059,033)	(794,241)	(1,059,033)	-	0%
TOTAL USES BY TYPE	3,807,727	4,222,002	2,839,503	5,232,143	1,010,141	24%
USES BY ORG CODE						
Finance/Administration-01171115	613,316	637,392	461,953	673,416	36,024	6%
Finance/General Accounting-01172015	1,028,963	1,062,719	810,153	1,262,428	199,709	19%
Finance/Budget-01173415	541,216	443,746	291,061	610,563	166,817	38%
Finance/Payroll-01174015	233,241	239,026	181,895	375,611	136,585	57%
Finance/Treasury-01175715	327,199	746,516	397,683	597,607	(148,909)	-20%
Finance/Accounts Payable-01176015	182,795	204,102	158,823	216,896	12,794	6%
Finance/Revenue Collection-01177015	545,621	573,123	284,650	1,163,619	590,496	103%
Finance/Purchasing-01178015	315,677	315,378	249,940	332,003	16,625	5%
Emergency Operation & Disaster-Finance-1347115	19,699		3,345		-	
TOTAL USES BY ORG CODE	3,807,727	4,222,002	2,839,503	5,232,143	1,010,141	24%

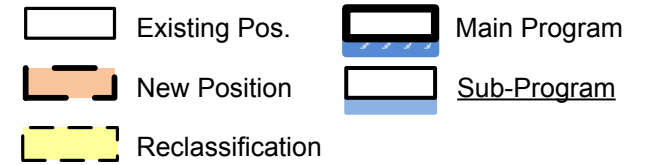
HUMAN RESOURCES DEPARTMENT PROGRAM ORGANIZATIONAL CHART

Administration	Personnel Services	Labor Relations Services	Risk Management	Benefits
* Leadership	* Recruitment & Testing	*Grievances	* Workers' Compensation	*Benefits Administration
* Program Oversight	* Background Check and Employee Verification	* Management Consultation	* Contract Review	*Retirement Liasion
* Policy & Procedure Development & Implementation	* Salary & Compensation Administration	*Investigations	* General Liability	*Employee Assisstance Program
* ERP Administration & Maintenance	* Job Classification	* Discipline Handling	* Claims Management	*Employee Wellness Program
* Payroll Assistance	* Organizational Studies	* Discrimination Complaints	* Safety & Loss Control	*Employee Recognition Program
* Inventory Control	* Application Tracking	* Union Negotiations	* Insurance Procurement	*457 Plan enrollment and management
* Budget	* Job Posting & Hotline	* Training	* Return to Work Program	*Employee Training
* Accts Payable/Purchasing	* Employment Lists		* Disability Retirement	*Management Academy
*HR Website Maintenance	*Applicant Input and Tracking		* Third Party Administration & Management	
* Contract Administration	*Personnel Action Form Processing		* Special Event & Property Use Permits	
* Personnel Board	*New Employee Orientation		*Benefits Administration	
	*Personnel File Maintenance		*Retirement Liasion	
			*Employee Assistance Program	
			*Employee Wellness Program	

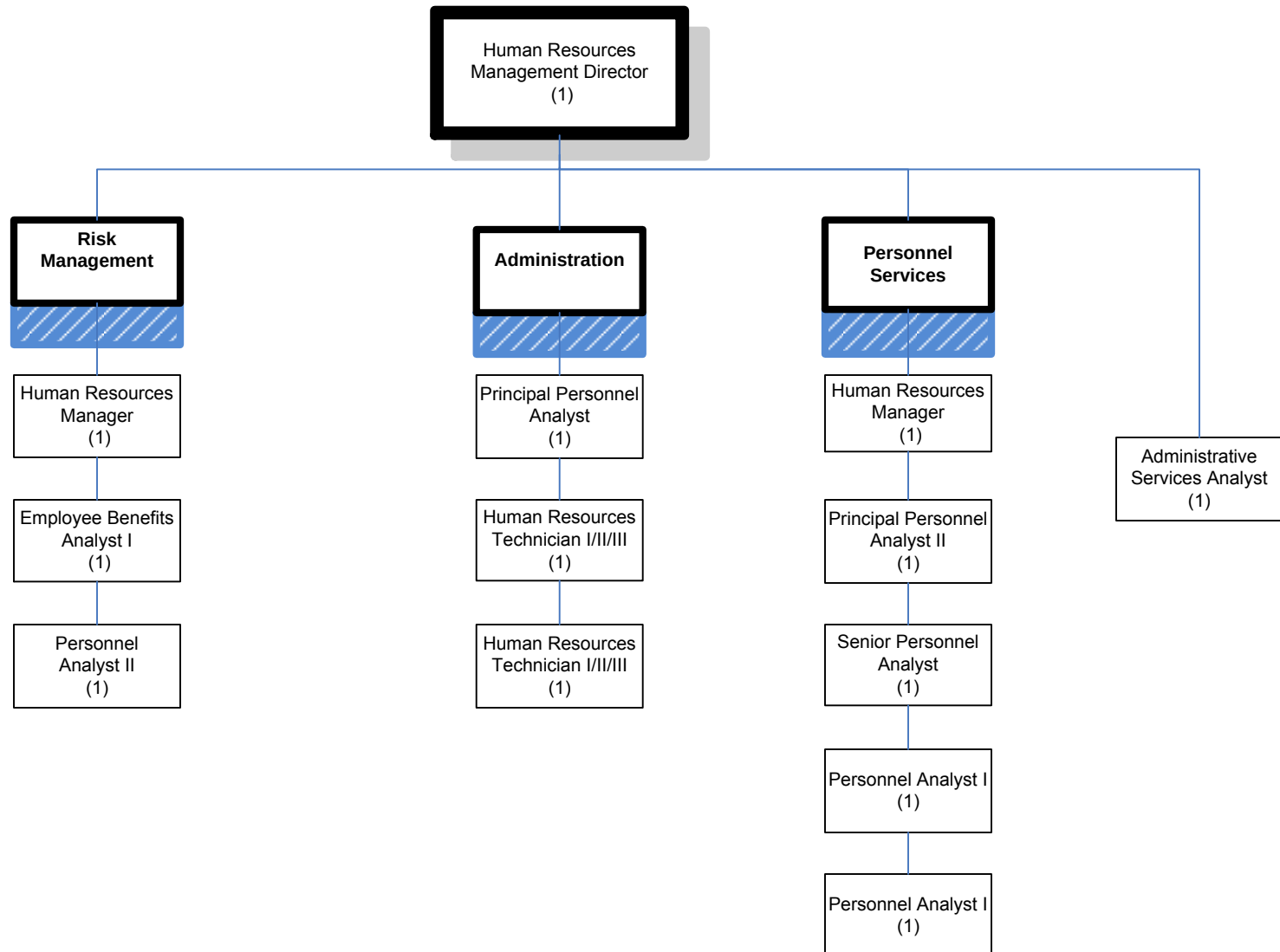
Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
HUMAN RESOURCES					
Administrative Services Analyst				1.0	1.0
Employee Benefits Analyst I				1.0	1.0
Human Resources Manager				2.0	2.0
Human Resources Mgt. Director	1.0	1.0	1.0	1.0	1.0
Human Resources Personnel Officer	2.0	2.0	2.0		
Human Resources Technician I/II/III	1.0	2.0	2.0	2.0	2.0
Labor Relations / Training Manager	1.0	1.0			
Personnel Analyst I/II	3.0	3.0	3.0	4.0	3.0
Personnel Assistant	1.0				
Principal Personnel Analyst	3.0	3.0	3.0	1.0	2.0
Project Manager I/II	1.0	1.0	1.0		
Risk Manager	1.0	1.0	1.0		
Senior Personnel Analyst	1.0	1.0	1.0	1.0	1.0
Total Full-Time Equivalents (FTEs)	15.0	15.0	14.0	13.0	13.0

Human Resources Management

FY2021-22 Organizational Chart



Existing FTE = 13, Adopted FTE =13



Human Resources-18

TOTAL BUDGET - HISTORICAL COMPARISON

	FY2019-20 Actual	FY2020-21 Adjusted	FY2020-21 Actual Thru Mar -2021	FY2021-22 Budget	\$ Chg From FY20-21	% Chg From FY20-21
SOURCES BY FUND (INCLUDES REVENUE AND/OR FUND BALANCE)						
General Fund-0001	2,003,476	1,777,736	1,233,543	1,747,566	(30,170)	-2%
Emergency Operation & Disaster-1304	43,766		649		-	-
Risk Management-5001	12,452,459	22,833,295	12,219,785	23,658,016	824,721	4%
TOTAL SOURCES BY FUND	14,499,701	24,611,031	13,453,977	25,405,582	794,551	3%
USES BY TYPE						
Salaries	2,393,621	1,942,678	1,536,066	1,624,493	(318,185)	-16%
Benefits	1,119,648	1,144,775	895,557	1,099,059	(45,716)	-4%
Professional Services	673,026	1,447,550	656,118	1,594,250	146,700	10%
Other Operating Expenses	56,620	57,875	10,151	68,625	10,750	19%
Equipment & Contract Services		150	69	150	-	0%
Provision for Insurance Loss	9,378,035	18,211,837	9,855,877	20,610,790	2,398,953	13%
Cost Pool	827,856	612,923	459,691	612,923	-	0%
Asset/Capital Outlay	326,797	1,407,951	201,473	10,000	(1,397,951)	-99%
A87 Cost Plan Reimbursement	(275,903)	(214,708)	(161,025)	(214,708)	-	0%
TOTAL USES BY TYPE	14,499,701	24,611,031	13,453,977	25,405,582	794,551	3%
USES BY ORG CODE						
Human Resources (Admin)-01181016	2,003,476	1,777,736	1,233,543	1,747,566	(30,170)	-2%
Emergency Operation & Disaster-HR-13418116	43,766		649			
Risk Mgmt (Admin)-50182116	3,511,056	3,182,908	2,873,349	3,221,423	38,515	1%
Risk Mgmt Worker's Comp-50182216	8,026,740	9,699,112	4,696,145	10,785,163	1,086,051	11%
Risk Mgmt General Liability-50182316	914,662	9,951,275	4,650,291	9,651,430	(299,845)	-3%
TOTAL USES BY ORG CODE	14,499,701	24,611,031	13,453,977	25,405,582	794,551	3%

OFFICE OF NEIGHBORHOOD SAFETY PROGRAM ORGANIZATIONAL CHART

Neighborhood Safety

*Coordination of City-initiated violence prevention initiatives

*Coordination of collaborative community efforts to reduce gun violence

*Development of funding sources for gun violence reduction strategies

*Identification of "best practices" and community needs to prevent gun violence

*Evaluation and provision of funding to community organizations for gun violence prevention strategies

*Design and implementation of programs that reduce gun violence

Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
OFFICE OF NEIGHBORHOOD SAFETY					
Community Services Program Manager					
Neighborhood Change Agents	3.0	3.0	5.0	5.0	5.0
ONS Program Manager	1.0	1.0	1.0	1.0	1.0
Program Coordinator	1.0				
Project Coordinator	1.0	1.0	1.0	1.0	1.0
Recreation Program Coordinator		1.0	1.0	1.0	1.0
Total Full-Time Equivalents (FTEs)	6.0	6.0	8.0	8.0	8.0

Office of Neighborhood Safety

FY2021-22 Organizational Chart

Existing Pos.

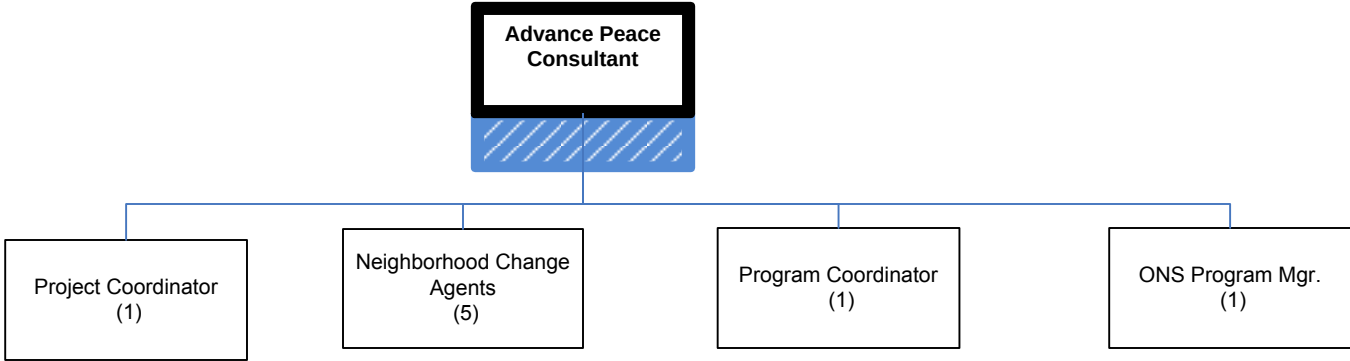
New Position

Reclassification

Main Program

Sub-Program

Existing FTE = 8, Adopted FTE = 8



Office of Neighborhood Safety-21

TOTAL BUDGET - HISTORICAL COMPARISON

	FY2019-2020 Actual	FY2020-21 Adjusted	FY2020-21 Actual	FY2021-22 Budget	\$ Chg From FY20-21	% Chg From FY20-21
Thru Mar -2021						
SOURCES BY FUND						
(INCLUDES REVENUE AND/OR FUND BALANCE)						
General Fund-0001	1,467,755	2,150,609	1,121,509	1,665,945	(484,664)	-23%
Outside Funded Services-Grants-1006				606,725	606,725	-
ECIA-1017	58,000	58,000	29,000	58,000	-	0%
TOTAL SOURCES BY FUND	1,525,755	2,208,609	1,150,509	2,330,670	122,061	6%
USES BY TYPE						
Salaries	642,567	767,935	517,956	782,096	14,161	2%
Benefits	417,651	559,566	349,825	600,409	40,843	7%
Professional Services	413,129	468,183	163,747	187,790	(280,393)	-60%
Other Operating Expenses	12,158	31,240	5,035	36,040	4,800	15%
Utilities	11,553	16,000	6,019	16,000	-	0%
Cost Pool	38,745	102,010	76,507	152,010	50,000	49%
Asset/Capital Outlay	6,643	9,600	4,575	9,600	-	0%
Grant Expenditures	139,960	54,498	48,585	546,725	492,227	903%
TOTAL USES BY TYPE	1,682,406	2,009,032	1,172,248	2,330,670	321,638	16%
USES BY ORG CODE						
Administration-01211013	1,211,976	1,563,201	1,005,589	1,665,945	102,744	7%
Grants-01212013	411,541	387,831	166,659	606,725	218,894	56%
ECIA-11711013	58,000	58,000	-	58,000	-	0%
Emgy Ope & Distr/ONS-13421118	890	-	-	-	-	-
TOTAL USES BY ORG CODE	1,682,406	2,009,032	1,172,248	2,330,670	321,638	16%

POLICE PROGRAM ORGANIZATIONAL CHART

Office of the Chief of Police *Leadership *Manage Overall Operations of the Police Department * Crime Prevention *Office of Professional Accountability *Public Information *SB1421 / AB743 Compliance	Personnel and Training *Recruiting, Hiring, and Retention *Coordinate all Department Training *Maintain all Files Associated with Personnel, Backgrounds and Training * Risk Management	Police Activities League * Outreach to the Community *Serve over 10,000 Children Through Programs *Connect cops with children *Programs that are alternatives to delinquency	Police Chaplains * Liaison with Community * Comfort/Support Community *Emotions/ wellbeing of Community and cops in the Aftermath of human tragedy	Office of Professional Accountability *Investigations into Activity Detrimental to Police Function *Early Warning Tracking System *Service complaints *Misconduct investigations *Mediation *SB1421 Compliance	Technical Services CAD Enhancement Maintenance *Operation of multidisciplinary 911 Dispatch Center - Police, Fire and Emergency Services *Plan for Equipment Purchase and Upgrades for Communications Center *Manage East Bay Regional Communications System *Manage 911 communications dispatch contracted services
Patrol Division Policing Bureau *Provide Professional Police Services *Youth and School Programs *Traffic Enforcement *Marine Patrol * Crime Analysis/ Crime Accountability Program *Emergency Readiness	Investigations Division Policing Bureau *Conduct Criminal Investigations *Prepare Cases for Court *Multi-jurisdiction Task Force Operations *Obtain Criminal Intelligence * Misdemeanor Prosecution *Victim outreach	Support Services *Operate the Jail *Coordinate Records Storage and Dissemination *Communications Center - Property and evidence *Prisoner transportation *Mobile Command Center	Financial Services *Monthly Variance Reporting *Accounts Payable *Grant Management *Procurement *Revenue Projections * Contract Management *Annual and Mid-year Budget Preparation	Information Technology *Manage CAD, RMS, and Mobile Technology *Implement New Technology *CCTV *Cellular telephones *Shotspotter *InTime attendance software *Spidr Tecnology	Technical Service RMS Records Management *Provide Records Management Software and Hardware *Maintain Mobile Data Computers *Maintain crime reports - UCR reporting to state *CLETS Regulations

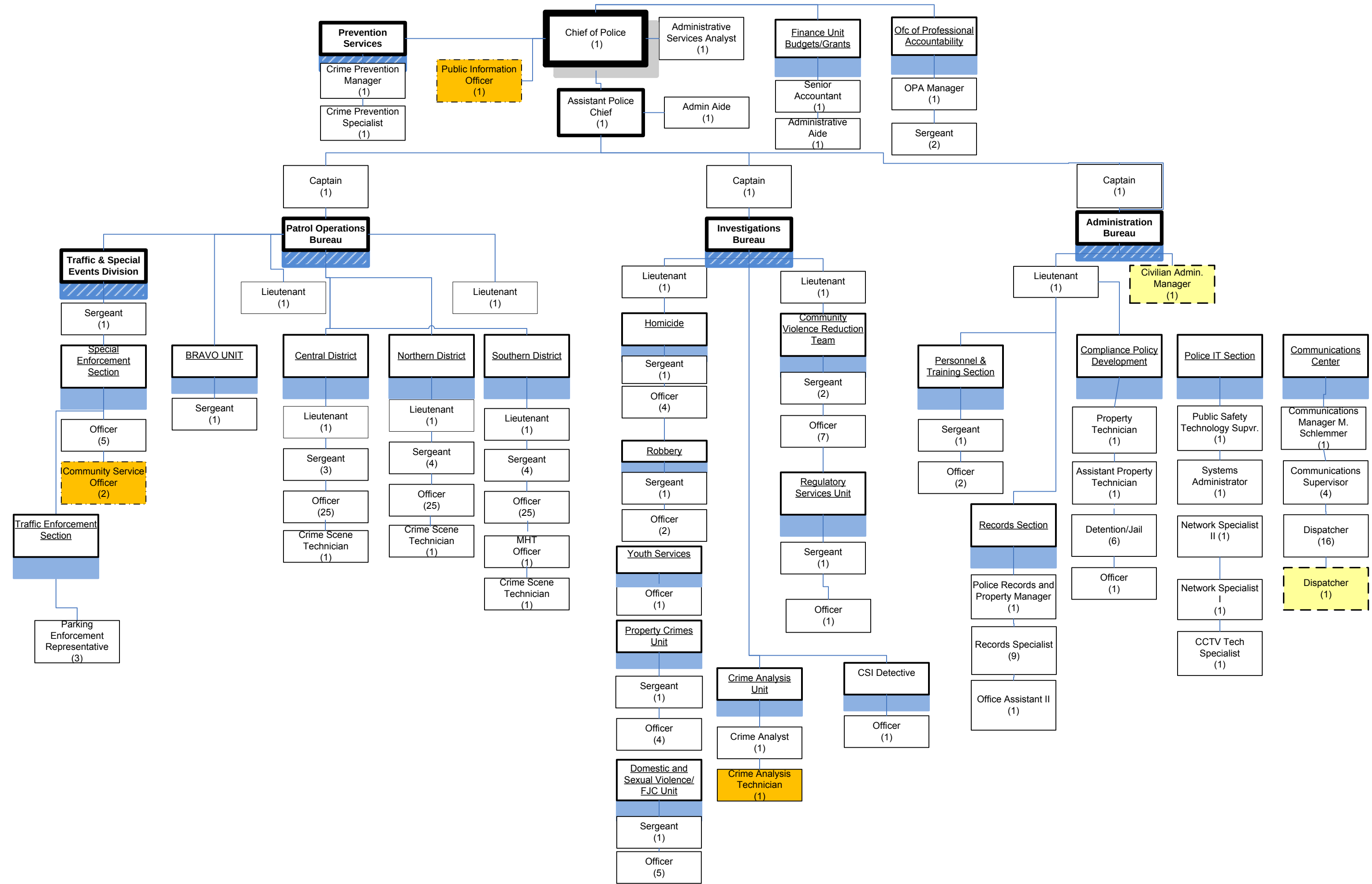
Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
POLICE					
SWORN					
Asst Police Chief	1.0	1.0	1.0	1.0	1.0
Police Captain	4.0	4.0	3.0	3.0	3.0
Police Chief	1.0	1.0	1.0	1.0	1.0
Police Lieutenant	8.0	9.0	8.0	8.0	8.0
Police Officer	128.0	128.0	115.0	114.0	107.0
Police Officer Trainee	8.0	8.0	6.0	7.0	2.0
Police Sergeant	28.0	27.0	23.0	23.0	23.0
Sub-total Sworn	178.0	178.0	157.0	157.0	145.0
NON-SWORN					
Accountant II	1.0	1.0			
Administrative Aide	2.0	2.0	2.0	2.0	2.0
Administrative Trainee	2.0	1.0			
Assistant Police Property Technician	2.0	2.0	1.0	1.0	1.0
Administrative Service Analyst	1.0	1.0	1.0	1.0	1.0
CCTV Wireless & Systems Specialist	1.0	1.0	1.0	1.0	1.0
Civilian Admin Manager					1.0
Code Enforcement Officer I/II	1.0	1.0	1.0	1.0	
Community Services Officer					2.0
Communications Call Taker	1.0	1.0	1.0	1.0	
Communications Dispatcher I/II/III	16.0	16.0	15.0	16.0	17.0
Communications Manager	1.0	1.0	1.0	1.0	1.0
Communications Shift Supervisor	4.0	4.0	4.0	4.0	4.0
Crime Analysis Technician	1.0	1.0			1.0
Crime Analyst	1.0	1.0	1.0	1.0	1.0
Crime Prevention Manager	1.0	1.0	1.0	1.0	1.0
Crime Prevention Specialist		1.0	1.0	1.0	1.0
Crime Scene Technician	3.0	5.0	2.0	3.0	3.0
Jailer	5.0	6.0	6.0	6.0	6.0

Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
Network and Systems Specialist I/II	2.0	2.0	2.0	2.0	2.0
Office Assistant I/II	1.0	1.0	1.0	1.0	1.0
Parking Enforcement Representative	5.0	5.0	4.0	4.0	3.0
Police Assistant	1.0				
Police Property Technician	1.0	1.0	1.0	1.0	1.0
Police Records & Property Mgr.				1.0	1.0
Police Records Specialist	9.0	9.0	9.0	9.0	9.0
Police Records Supervisor	1.0	1.0	1.0		
Project Manager I/II	1.0	1.0	1.0	1.0	1.0
Public Information Officer		1.0			1.0
Public Safety Technology Supervisor	1.0	1.0	1.0	1.0	1.0
Senior Accountant	1.0	1.0	1.0	1.0	1.0
Systems Administrator	1.0	1.0	1.0	1.0	1.0
Sub-total Non-Sworn	67.0	70.0	60.0	62.0	65.0
Total Full-Time Equivalents (FTEs)	245.0	248.0	217.0	219.0	210.0

Police Department
FY2021-22 Organizational Chart



Existing FTE = 219 (157 sworn & 62 civilian), Adopted FTE =210 (145 sworn & 65 civilian)



Police-19

TOTAL BUDGET - HISTORICAL COMPARISON

	FY2019-20 Actual	FY2020-21 Adjusted	FY2020-21 Actual Thru Mar -2021	FY2021-22 Budget	\$ Chg From FY20-21	% Chg From FY20-21
SOURCES BY FUND						
General Fund-0001	67,021,263	67,608,108	48,305,430	71,308,379	8,219,761	12%
Assest Seizure Fund-1004	40,575	206,476	21,011		13,024	6%
Outside Funded Services-Grants-1006	369,345	784,206	143,156	435,639	(348,567)	-44%
ECIA-1017	22,448	157,519	6,610		(76,519)	-49%
Emergency Operation & Disaster-1304	85,627					
CR- Code Enforcement-1053	23				-	-
General Capital Fund-2001					-	-
Impact Fee-Police-2114	711	41,000			-	0%
CAD Dispatch System-5005	4,660,995				-	-
RMS Records Services-5006	572,339		196,606		-	-
TOTAL SOURCES BY FUND	72,773,326	68,797,309	48,672,813	71,744,018	2,946,709	4%
USES BY TYPE						
Salaries	33,758,303	31,717,510	22,498,742	32,385,120	9,886,378	44%
Benefits	23,524,642	24,856,253	18,541,580	26,827,180	8,285,601	45%
Professional Services	3,546,052	4,426,147	2,410,854	4,347,197	1,936,343	80%
Other Operating Expenses	2,389,968	2,727,112	1,888,381	2,775,707	887,326	47%
Utilities	303,198	390,299	183,944	400,000	216,056	117%
Equipment & Contract Services	319,955	511,872	237,268	900,347	663,079	279%
Provision for Insurance Loss	1,500	1725	1,725	1,725	-	0%
Cost Pool	4,671,195	3,142,833	2,357,125	3,230,833	873,708	37%
Asset/Capital Outlay	295,351		120,482	631,484	511,002	424%
A87 Cost Plan Reimbursement					-	-
Grant Expenditures					-	-
Debt Service Expenditure	236,160	787,397	236,160	244,424	8,263.88	3%
Operating Transfer Out	3,727,001	236,160	196,551		(196,551)	-100%
TOTAL USES BY TYPE	72,773,326	68,797,309	48,672,813	71,744,018	7,807,699	11%

Police-19

TOTAL BUDGET - HISTORICAL COMPARISON

	FY2019-20 Actual	FY2020-21 Adjusted	FY2020-21 Actual Thru Mar -2021	FY2021-22 Budget	\$ Chg From FY20-21	% Chg From FY20-21
USES BY ORG CODE						
Administration-01191021	64,196,654	60,160,789	43,564,615	64,201,120	4,040,331	7%
Patrol-01192021	39,829	8,750	10,877	8,750	-	0%
Crime Prevention-01193021	229,051	211,682	137,784	341,185	129,503	61%
Cops Grant-01194021	1,354,323	1,431,903	874,115	552,537	(879,366)	-61%
Regulatory-01196021	734,510	777,657	461,976	667,476	(110,181)	-14%
CAD Dispatch System-01197021		4,076,309	2,775,754	4,360,947	284,638	7%
RMS Records System-01197121		446,109	187,625	451,497	5,388	1%
GF-Parking Enforcement-01199021	466,896	494,909	292,684	383,367	(111,542)	-23%
State Asset Seizure-10491521	40,575	206,476	21,011	219,500	13,024	6%
Outside Funded Grant-Police-10691021	369,345	784,206	143,156	435,639	(348,567)	-44%
ECIA-11791021	22,448	157,519	6,610	81,000	(76,519)	-49%
Emergency Operation & Disaster-Police-13419121	85,627				-	-
CR-Code Enforcement-15398021	23				-	-
Capital Outlay-20191021					-	-
Impact Fee-21491021	711	41,000		41,000	-	0%
CAD - Enhancement-50597321	578,999				-	-
CAD - Maintenance-50597921	4,081,997				-	-
Records Mgt Sys-Maintenance-50697121	429,064		187,234		-	-
Records Mgt Sys-Enhancement-50697421	143,274		9,372.03		-	-
TOTAL USES BY ORG CODE	72,773,326	68,797,309.00	48,672,813	71,744,018	2,946,709	4%

Administration	Emergency Operations	Support Services	Training Division	Fire Prevention Bureau	Office of Emergency Services
*General Department Management	*Fire Suppression	*Apparatus Design and Acquisition	*Oversight of All Training Programs	*Community Risk Reduction	*Manage the City's Emergency Operations Center
*Personnel Oversight	*Emergency Medical Services Delivery	*Grant Writing	*Fire Suppression Training	*Fire and Life Safety Inspection and Enforcement Program	*Emergency Response Plans for Disaster
*Data Management	*Emergency Communications	*Station Maintenance	*Rescue Training	*Project Development	
*Review and Update Policies and Procedures	*Post Incident Analysis	*Equipment Testing & Maintenance	*Apparatus Operations	*Plan Checking	*Emergency Preparation Training to Community
*Fiscal Planning & Management	*Regional Fire Communication Plans	*Inventory Control	*EMS Training Program & Accountability	*Project Inspection Program	*REACT/CERT Community Drills
*Employee Benefit Services	*Develop Operations Plans with Regional Partners		*Personnel Development	*Public Education	
			*Career Development	*Fire Cause and Origin Reports	*Cost Recovery
*Develops Effective Labor Management Relationships	*Haz Mat Program		*Infection Control Program	*Wildland Urban Interface	
*Hiring and Promotions	*Equipment Evaluation and Testing		*Task Books	*Weed Abatement Program Enforcement	
*Personnel Actions			*Promotional Exams		
*Workers' Compensation Program			*Research & Development		
*Purchasing			*Fire Trainee Academy		
*Contract Administration			*Regional Training Programs		
*Website Administration			*Implement Fire Service Best Practices		
*Succession Planning					
*Develop Regional Cooperation					
*Mutual and Automatic Aid					
*Assesses & Updates Community Hazards, Threats, or Risks					

Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
FIRE					
SWORN					
Fire Chief	1.0	1.0	1.0	1.0	1.0
Battalion Chief	4.0	4.0	4.0	4.0	4.0
Deputy Fire Chief	1.0	1.0		1.0	1.0
Deputy Fire Marshal			1.0	1.0	1.0
Fire Captain	24.0	24.0	24.0	24.0	24.0
Fire Engineer	24.0	24.0	25.0	25.0	24.0
Fire Fighter	31.0	29.0	28.0	28.0	30.0
Fire Inspector I/II	4.0	5.0	3.0	3.0	3.0
Fire Marshal	1.0	1.0	1.0	1.0	1.0
Sub-total Sworn	90.0	89.0	87.0	88.0	89.0
NON-SWORN					
Administrative Aide	2.0	2.0	2.0	2.0	1.0
Administrative Services Analyst					1.0
Emergency Services Analyst					1.0
Emergency Services Manager	1.0	1.0	1.0	1.0	1.0
Executive Secretary I/II	1.0	1.0	1.0	1.0	
Project Manager I		1.0	1.0	1.0	
Senior Administrative Analyst	1.0				
Sub-total Non-Sworn	5.0	5.0	5.0	5.0	4.0
Total Full-Time Equivalents (FTEs)	95.0	94.0	92.0	93.0	93.0

Fire Department

FY2021-22 Organizational Chart

Existing FTE = 93, Adopted = 93

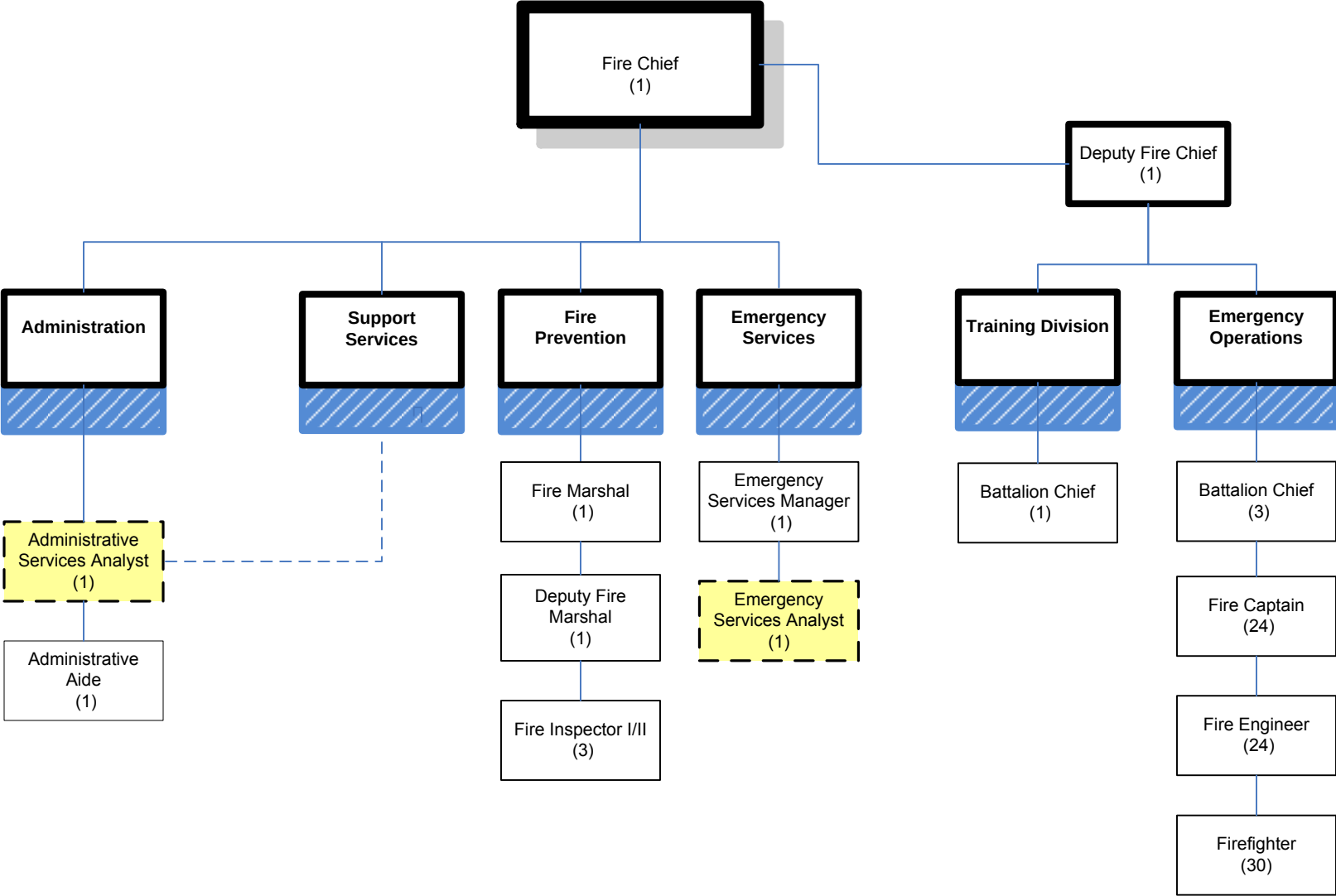
Existing Pos.

New Position

Reclassification

Main Program

Sub-Program



Fire-20

TOTAL BUDGET - HISTORICAL COMPARISON

	FY2019-20 Actual	FY2020-21 Adjusted	FY2020-21 Actual Thru Mar -2021	FY2021-22 Budget	\$ Chg From FY20-21	% Chg From FY20-21
SOURCES BY FUND						
General Fund-0001	31,601,654	31,342,793	24,347,346	34,947,691	3,604,898	12%
Outside Funded Svc-1006	324,799	28,718	3,501	20,000	(8,718)	-30%
Emergency Med Svc-1007	198,143	289,900	101,729	215,586	(74,314)	-26%
Donations-1011						
Hazmat-1013	291,665	360,335	177,120	360,335	-	0%
ECIA-1017	9,611	147,050	25,494		(147,050)	-100%
Impact Fee-2113	83,265	91,000	35,585	126,762	35,762	39%
Emergency Operation & Disaster-1304	150,053		39,256			-
TOTAL SOURCES BY FUND	32,659,189	32,259,796	24,730,031	35,670,374	3,410,578	11%
USES BY TYPE						
Salaries	16,640,803	16,422,721	12,861,176	17,615,675	1,192,954	7%
Benefits	11,982,256	13,017,403	10,357,644	14,428,325	1,410,922	11%
Professional Services	795,107	755,312	313,770	847,670	92,358	12%
Other Operating Expenses	267,948	383,419	135,944	375,927	(7,492)	-2%
Utilities	34,460	32,500	17,270	33,500	1,000	3%
Equipment & Contract Services	127,603	196,887	52,474	195,650	(1,237)	-1%
Provision for Insurance Loss	3,179	11,068	10,618	23,000	11,932	108%
Cost Pool	1,323,880	892,331	669,248	1,642,331	750,000	84%
Asset/Capital Outlay	34,571	106,067	9,885	67,500	(38,567)	-36%
Debt Service Expenditure	115,200	116,070	57,488	114,778	(1,292)	-1%
Grant Expenditures						
Operating Transfer Out	1,044,183	326,018	244,514	326,018	0	0%
TOTAL USES BY TYPE	32,369,189	32,259,796	24,730,031	35,670,374	3,410,578	11%

Fire-20

TOTAL BUDGET - HISTORICAL COMPARISON

	FY2019-20 Actual	FY2020-21 Adjusted	FY2020-21 Actual Thru Mar -2021	FY2021-22 Budget	\$ Chg From FY20-21	% Chg From FY20-21
USES BY ORG CODE						
Administration-01201022	2,225,526	1,636,109	1,108,124	2,926,726	1,290,617	79%
Suppression-01202022	26,423,525	26,592,801	21,042,390	28,533,215	1,940,414	7%
Prevention -01203022	1,360,402	1,314,024	1,086,997	1,635,677	321,653	24%
Chevron Prevention-01203722	767,187	906,058	526,557	749,991	(156,067)	-17%
Support Services-01204022	351,856	342,049	153,327	360,757	18,708	5%
Training-01205022	325,224	381,407	288,454	414,064	32,657	9%
Office of Emergency Med Svc-01206022	147,934	170,345	141,496	173,947	3,602	2%
Outside Funded Grant-10601022	324,799	28,718	3,501	20,000	(8,718)	-30%
Office of Emergency Svc-10706022	198,143	289,900	101,729	301,900	12,000	4%
Hazmat Training-11305022	291,665	360,335	177,120	360,335	-	0%
ECIA-11702022	9,611	147,050	25,494	67,000	(80,050)	-54%
EMGY Ope & Distr-Fire-13420122	150,053		39,256			
Impact Fees/Fire-21301022	83,265	91,000	35,585	126,762	35,762	39%
TOTAL USES BY ORG CODE	32,659,189	32,259,796	24,730,031	35,670,374	3,410,578	11%

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**PUBLIC WORKS DEPARTMENT
PROGRAM ORGANIZATIONAL CHART**

ADMINISTRATIVE SERVICES	BUILDING MAINTENANCE	ENGINEERING & CAPITAL IMPROVEMENTS	FLEET	MAINTENANCE & ABATEMENT	PARKS MAINTENANCE
Administrative Support	Divisional Admin Support	Divisional Admin Support	Divisional Admin support	Divisional Admin Support	Divisional Admin Support
Clerical support to the Director and other divisions, as needed	Clerical support to Facilities & Abatement Superintendent	Clerical support derived from Administrative Services	Clerical support to Equipment Services Superintendent	Clerical support to Streets Superintendent & Electrical Supervisor	Clerical support to Parks & Landscaping Superintendent
Department vision and leadership	Customer Services to the public		Customer Services to the public	Customer Services to the public	Customer Services to the public
Polices, procedures & user training	Divisional contract management; file maintenance and invoice payments	Engineering	Divisional contract management; file maintenance and invoice payments	Divisional contract management; file maintenance and invoice payments	Divisional contract management; file maintenance and invoice payments
Personnel leave balances, injury reports & file maintenance	Preparation of divisional injury reports	Design Services...	Preparation of divisional injury reports	Preparation of divisional injury reports	Preparation of divisional injury reports
Document preparation & input for City Council approval		Capital Improvement Projects Pavement Maintenance Projects			
State Toxic Substance Control Manifest Program	Building Services	Sidewalk Program ADA Curb Ramp Program Surface Drainage Program Street Light Master Plan	Fleet	Streets Maintenance	Parks & Districts
Set up 'on call' as 'as needed' contracts for capital projects	Repair and remodel City-owned buildings		Fleet services for all City-owned vehicles & machinery	Street Sweeping	Maintenance of parks, facility grounds, medians, R-O-Ws and open spaces
Customer service by phone and at the counter	Stationary Engineers	Construction Services...	Maintenance	Weekly and monthly sweeping of medians, residential and commercial streets	Planting and maintenance of city-owned trees
	Operates and maintains the City's HVAC system Oversee maintenance of photovoltaic systems	Right-of-Way - Investigation of infrastructure issues and claims Materials testing Improvement Act of 1911 Administration of pipeline Franchise Coordination	Maintenance of small engines and motorized tools	Pavement Maintenance	Hilltop Landscape District
Financial Support	Utility Section			Pothole repair Street Resurfacing Minor drainage and excavation	Richmond Parkway maintenance
Budget management	Provides custodial services to city-owned and leased facilities			Traffic Signs & Lines	Marina Bay Lighting District
Grant management				Sign fabrication, installation, maintenance & repair Pavement markings installation, maintenance & repair	Bay Trail and pathway lighting
Revenue management		Capital Improvement			
Issuance of work authorizations		Project Planning...			
Bidding & Request for Proposals		Planning and coordination with Planning Dept. Regional transportation planning with WCCTAC, CCTA and MTC Interagency/interjurisdictional coordination			
Invoicing for damage to City property		Project grant funding - monitor sources and secure grants Public outreach during development of projects			
		Project Management...			
		Administer design and construction of projects that result in a substantial change to the existing facility and exceeds \$100k in value Public outreach in support of project Administration of project grants Manage mediation of City-owned contaminated properties Manage quiet zone projects		Abatement	
Encroachment				Pick up illegally dumped trash & bulk debris from public streets & sidewalks Weed abatement on city-owned vacant lots, alley ways and other properties Manage neighborhood clean-ups Abate weeds and remove debris from N. Richmond Mitigation areas	
Inspection services - encroachment permits					
Bond reimbursements				Board-up and monitor vacant or abandoned properties Install fencing and signage, as needed Citywide graffiti removal Demolition of city-owned & private properties as determined by Code Enforcement Manage mobile camera program	
Fiber optics contractors					
Coordinate outside utility agencies - AT&T, EBMUD and PG&E				Electrical	
		Traffic		Traffic signal maintenance and repair Street light maintenance and repair City-owned facilities electrical maintenance and repair	
		Crosswalk Improvement Program Traffic Safety Improvement Program Railroad Crossing Improvement Program Traffic reviews of new developments, traffic control plans, truck route permits, and regional transportation projects Conducts traffic counts, speed surveys, engineering studies, site visits and measurements Coordinate federally funded transportation projects			

Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
PUBLIC WORKS					
Administrative Aide	4.0	4.0	3.0	3.0	3.0
Associate Admin Analyst		1.0	1.0	1.0	1.0
Building Trades Worker I/II/III	2.0	3.0	3.0	3.0	4.0
Carpenter	2.0	2.0	2.0	2.0	2.0
Code Enforcement Officer I/II	6.0	6.0			
Code Enforcement Superintendent	1.0	1.0			
Combo Equipment Mechanic	7.0	7.0	6.0	6.0	7.0
Construction & Maintenance Supervisor	1.0		1.0	1.0	1.0
Construction Inspector I/II			2.0	2.0	3.0
Custodial Maintenance Supervisor	1.0	1.0	1.0	1.0	1.0
Director, Infrastructure & Maintenance	1.0	1.0			
Development Project Manager I/II					0.4
Electrical Supervisor			1.0	1.0	1.0
Electrician			4.0	5.0	5.0
Engineer I/II			1.0	1.0	1.0
Equipment Mechanic III	1.0	1.0			
Equipment Mechanic IV	2.0	2.0	3.0	3.0	3.0
Equipment Operator	1.0	1.0	9.0	10.0	11.0
Equipment Parts Specialist	1.0	2.0	2.0	2.0	2.0
Equipment Storekeeper	1.0				
Equipment Services Superintendent	1.0	1.0	1.0	1.0	1.0
Equipment Supervisor	1.0	1.0	1.0	1.0	1.0

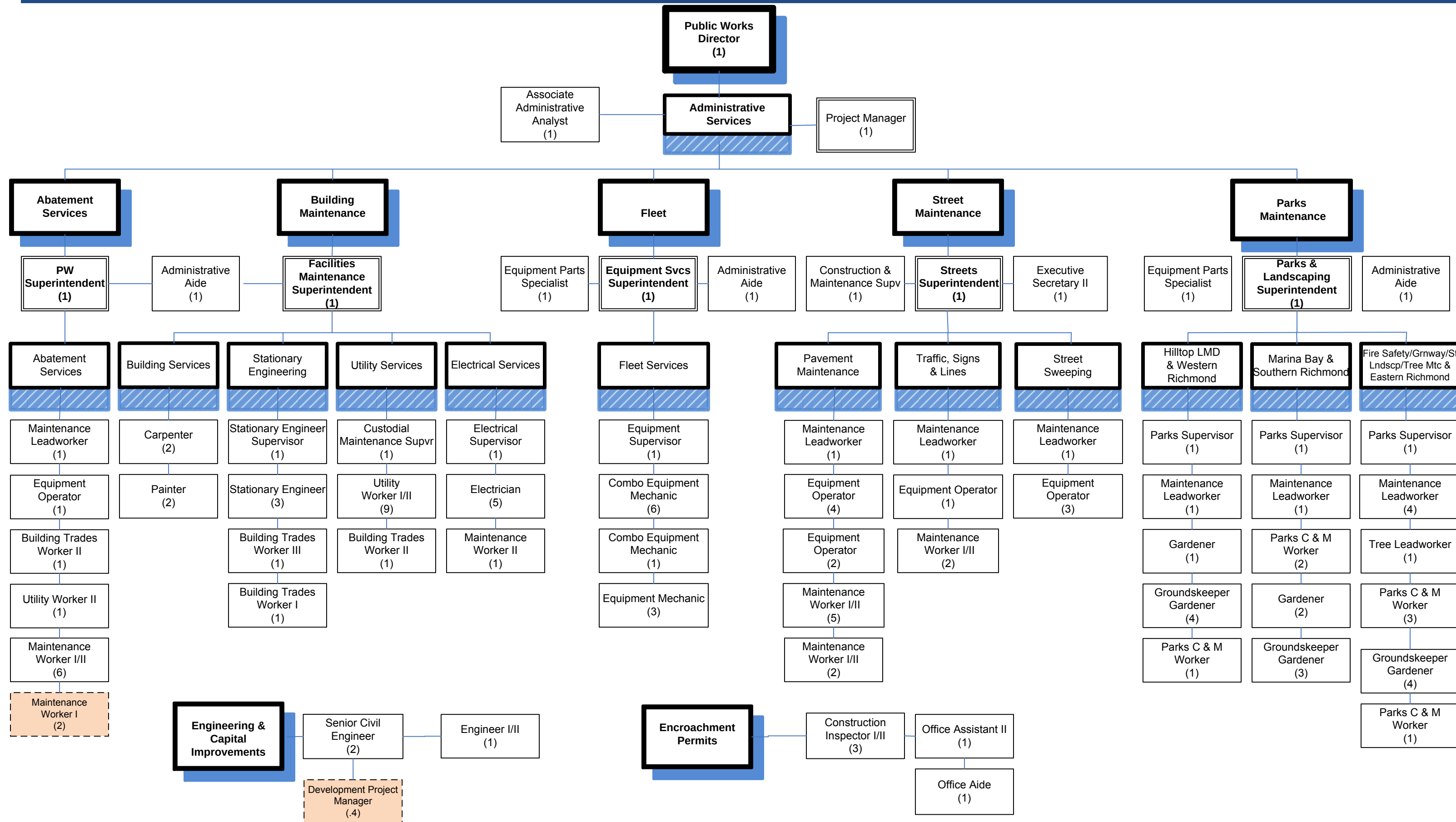
Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
Executive Secretary I/II	1.0		1.0	1.0	1.0
Gardener	3.0	2.0	3.0	3.0	3.0
Groundskeeper/Gardener	14.0	14.0	10.0	10.0	11.0
Maintenance Leadworker	4.0	6.0	9.0	10.0	10.0
Maintenance Worker I/II	6.0	5.0	14.0	15.0	18.0
Office Aide			1.0	1.0	1.0
Office Assistant II			1.0	1.0	1.0
Painter	2.0	2.0	2.0	2.0	2.0
Parks & Landscaping Superintendent	1.0	1.0	1.0	1.0	1.0
Parks Construction & Maintenance Worker	9.0	7.0	5.0	5.0	7.0
Parks Supervisor	3.0	4.0	3.0	3.0	3.0
Project Manager I/II			1.0	1.0	1.0
Public Works Director			1.0	1.0	1.0
Public Works Administrative Manager	1.0				
PW Facilities Maint. Superintendent	1.0	1.0	1.0	1.0	1.0
PW Streets Maint. Superintendent	1.0		1.0	1.0	1.0
Public Works Superintendent	1.0	1.0	1.0	1.0	1.0
Senior Civil Engineer			2.0	2.0	2.0
Stationery Engineer	3.0	3.0	3.0	3.0	3.0
Stationery Engineer Supervisor	1.0	1.0	1.0	1.0	1.0
Tree Leadworker	1.0	1.0	1.0	1.0	1.0
Utility Worker II	10.0	11.0	10.0	10.0	10.0
Total Full-Time Equivalents (FTEs)	95.0	93.0	113.0	117.0	127.4

Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
CAPITAL IMPROVEMENT/RIGHT-OF-WAY MAINTENANCE IS NOW PUBLIC WORKS					
Administrative Aide	1.0	1.0			
Construction Inspector I/II	2.0	2.0			
Construction & Maint Supv	1.0	1.0			
Development Project Manager II	1.0	1.0			
Electrical Supervisor	1.0	1.0			
Electrician	5.0	5.0			
Equipment Operator	10.0	10.0			
Executive Secretary I/II	1.0	1.0			
Maintenance Lead Worker	3.0	3.0			
Maintenance Worker I/II	11.0	10.0			
Maintenance Worker I					
Office Assistant I					
Office Assistant I/II	2.0	1.0			
PW Admin Manager		1.0			
PW Maintenance & Operations Director	1.0	1.0			
PW Streets Maintenance Superintendent	1.0	1.0			
Senior Civil Engineer	3.0	3.0			
Total Full-Time Equivalents (FTEs)	43.0	42.0			

Public Works

FY2021-22 Organizational Chart

Existing FTE = 117, Adopted FTE = 127.4



Public Works Department-23

TOTAL BUDGET - HISTORICAL COMPARISON

	FY2019-20 Actual	FY2020-21 Adjusted	FY2020-21 Actual	FY2021-22 Budget	FY2020-21 \$ Change	FY2020-21 % Change
Thru Mar - 2021						
SOURCES BY FUND						
General Fund-0001	16,016,750	26,023,382	18,239,731	28,553,505	2,530,123	10%
State Gas Tax-1002	-	2,533,000	1,735,113	2,820,234	287,234	11%
Outside Funded Services-Grants-1006	-	250,000	-	250,000	-	0%
Hilltop Landscape Maint. Dist.-1012	1,174,786	1,308,083	1,008,300	1,331,748	23,665	2%
Marina Bay Landscape & Light Dist.-1015	999,500	1,061,856	794,802	1,177,666	115,810	11%
ECIA-1017	330,182	2,130,112	219,607	1,784,478	(345,634)	-16%
RMRA-1019	41,616	1,744,966	47,300	2,158,457	413,491	24%
Emergency Operation & Disaster-PW-1304	71,056	-	20,939	-	-	-
CR-Engineering-1051						-
CR-Code Enforcement-1053	33,381	-	-	-	-	-
Engineering Grants-1054	2,500	27,089,051	873,645	14,673,845	(12,415,206)	-46%
Encroachment Services-1055	-	636,082	495,462	878,609	242,527	38%
General Capital Fund-2001	47,242	2,656,774	457,676	5,225,245	2,568,471	97%
Measure J-2002	185,405	6,416,456	1,113,661	4,497,960	(1,918,496)	-30%
Impact Fee Parks-2110	15,000	15,000	15,000	15,000	-	0%
Impact Fee Traffic-2111	-	531,000	178,106		(531,000)	-100%
Impact Fee Parks/Open-2116	56,735	393,264	-	373,264	(20,000)	-5%
Impact Fee Hilltop-2118					-	-
Marina -4005				946,161		
Equipment Services 5003	1,590,501	2,990,141	2,166,525	2,562,018	(428,122)	-14%
TOTAL SOURCES BY FUND	20,564,654	75,779,166	27,365,867	67,248,190	(9,477,137)	-13%
USES BY TYPE						
Salaries	7,193,550	9,509,900	6,738,313	10,479,569	969,669	10%
Benefits	5,654,770	7,377,645	5,810,483	9,200,329	1,822,684	25%
Professional Services	710,697	1,928,134	604,598	2,320,404	392,270	20%
Other Operating Expenses	2,053,918	2,146,759	1,487,219	2,364,089	217,330	10%
Utilities	1,463,277	3,993,767	2,744,232	3,878,907	(114,860)	-3%
Equipment & Contract Services	949,321	2,321,340	1,633,022	2,124,306	(197,034)	-8%
Provision for Insurance Loss						0%
Cost Pool	1,514,179	4,013,632	3,010,224	4,041,142	27,510	0%
Asset/Capital Outlay	1,929,634	44,160,912	5,350,336	32,503,729	(11,657,183)	-
Debt Service	92,315	1,023,537	590,138	1,032,175	8,638	1%
A87 Cost Plan Reimbursement	(997,007)	(696,460)	(602,699)	(696,460)	-	0%
Operating Transfer Out						-
TOTAL USES BY TYPE	20,564,654	75,779,166	27,365,867	67,248,190	(8,530,976)	-11%

Public Works Department-23

TOTAL BUDGET - HISTORICAL COMPARISON

	FY2019-20 Actual	FY2020-21 Adjusted	FY2020-21 Actual	FY2021-22 Budget	FY2020-21 \$ Change	FY2020-21 % Change
Thru Mar - 2021						
USES BY ORG CODE						
GF-PW Admin Division-01231031	426,993	3,575,896	3,031,015	3,557,592	(18,304)	-1%
CR-PW Engineering Services Division-01231131	35,118	1,019,316	644,311	1,122,428	103,112	10%
GF-PW Facilities Maint./Admin-01232131	689,649	503,114	132,417	474,016	(29,098)	-6%
GF-FM Stationary Engineers-01232231	874,698	984,468	733,252	1,172,589	188,121	19%
GF-FM Building Services-01232331	793,131	768,348	547,155	797,754	29,406	4%
GF-FM Utility Section-01232431	1,726,007	1,687,704	1,265,111	1,805,489	117,785	7%
GF-FM Electirc-01232531	54,292	4,782,496	2,931,571	4,423,877	(358,619)	-7%
GF-FM Street Lights & Signals-01232831				467,834	467,834	-
GF-Parks & Landscape Maint. Admin.-01233631	4,874,912	4,359,405	3,179,826	4,660,666	301,261	7%
GF-PW Streets Admin-01234231	46,827	490,044	326,143	736,838	246,794	50%
GF-PWSD Street Sweeping-01234331	291	422,327	324,806	620,293	197,966	47%
GF-PWSD Pavement Maint.-01234431	(287)	1,666,003	1,056,622	1,996,661	330,658	20%
GF-PWSD Traffic Signals & Lanes-01234531	244	676,989	598,435	842,717	165,728	24%
GF-PWSD Abatement-01234631				100,000	100,000	-
GF-PWSD Equipment Services-01235031	3,547,755	3,308,257	2,114,227	3,552,705	244,448	7%
GF-I&M Abatement Svcs-01237031	1,701,590	1,779,015	1,354,472	2,222,046	443,031	25%
GF-I&M/Code Enforcement-01238031	1,244,772				-	-
GF-I&M Property & Assets Mgmt-01239031	756		367		-	-
Gas Tax-PW/Street Sweeping-10234331		30,000			(30,000)	-100%
Gas Tax-PW/Pavement Maintenance-10234431		2,503,000	1,735,113	2,820,234	317,234	13%
Outside Funded Grants-10633031		250,000		250,000	-	0%
Hilltop Landscaping & Maintenance Dist.-11233731	1,174,786	1,308,083	1,008,300	1,331,748	23,665	2%
Marina Bay Landscaping & Lights Dist.-11533931	999,500	1,061,856	794,802	1,177,666	115,810	11%
Chevron ECIA Capital Project-11731331	151,214	1,826,312	84,461	1,512,678	(313,634)	-17%
ECIA-11733631	178,968	303,800	135,146	271,800	(32,000)	-11%
SB1 RMRA Capital Projects-11931031	41,616	1,744,966	47,300	2,158,457	413,491	24%
Emergency Operation & Disaster-PW-13423131	71,056		20,939		-	-
CR-Code Enforcement Richmond-15330065	33,381				-	-
Public Works Grants Admin.-15436431	2,500	27,089,051	873,645	14,673,845	(12,415,206)	-46%
Encroachment Services-15531031		636,082	495,462	878,609	242,527	38%
Capital Outlay-20136031	47,242	2,656,774	457,676	5,225,245	2,568,471	97%
Measure J Public Works-20236031	185,405	6,416,456	1,113,661	4,497,960	(1,918,496)	-30%
Impact Fee Parks-Public Works-21033131	15,000	15,000	15,000	15000	-	0%
Impact Fee Traffic\Public Works-21136031		531,000	178,106		(531,000)	-100%
Impact Fee-Open Parks-21633131	56,735	393,264		373,264	(20,000)	-5%
Marina-40536031				946,161		
ISF-PW Equipment Svcs-50335031	95,876	326,018	244,514	326,018	-	0%
Equipment Svcs CIP Division-50336031	1,494,625	2,664,122	1,922,011	2,236,000	(428,122)	-16%
TOTAL USES BY ORG CODE	20,564,654	75,779,166	27,365,867	67,248,190	(9,477,137)	-13%

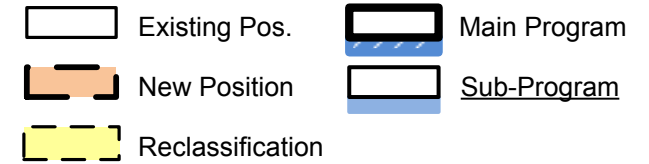
**WATER RESOURCE RECOVERY DEPARTMENT'S
PROGRAM ORGANIZATIONAL CHART**

VEOLIA CAPITAL PROGRAM MANAGEMENT	VEOLIA OPERATIONS & MAINTENANCE	SOURCE CONTROL & ENVIRONMENTAL COMPLIANCE	ADMINISTRATIVE SERVICES	INFRASTRUCTURE SUPPORT SERVICES	SEWER LATERAL COMPLIANCE
CIP Projects	Wastewater Treatment Plant	Stormwater System Pollutant Reduction	Administrative	Recordkeeping	Sewer Lateral Grant Program
Delivery of capital improvement projects at the treatment plant, and in the sanitary and storm sewer systems	Operate and maintain the wastewater treatment plant	Ensure compliance with National Pollutant Discharge Elimination System (NPDES) permit and Municipal Regional Permit (MRP).	Policies & Procedures	Record Drawings	Manage Grant Application Process
Adherence to City contracting and procurement procedures	Adequate staffing of operators, mechanics, laboratory technicians, and admin staff	Participation in the Contra Costa County Clean Water Program	Employee Training	Department Webpage	Oversight of Lateral Grant budget and grant awards
Master planning and other engineering studies	NPDES Permit Compliance and Reporting	Industrial/Commercial Stormwater Inspection Program Investigation and Abatement of Harmful Non-Stormwater Discharges Implementation of Green Infrastructure Plan	Customer service on phone and at the counter Clerical Support Prepare agenda documents for City Council	Department record database maintenance	
	Wastewater Collection System Operations	Trash Load Reduction Plans Affecting Waterways Mercury and PCBs Pilot Studies for Load Reduction	Safety Compliance Baykeeper Settlement Agreement Compliance & Reporting	GIS Mapping and Management	Sewer Lateral Inspection Program
	Operate and maintain the sanitary sewers, pump stations, and force mains in the Richmond Municipal Sewer District			GIS Mapping and Management	Ensuring private sewer laterals are compliant with Richmond Municipal Code §12.17 and Sanitary Sewer Standards and Specifications
	Adequate staffing of sewer cleaning and inspection crews, and admin staff	Public Outreach on Stormwater Issues	Sanitary Sewer Overflow (SSO) Waste Discharge Requirement (WDR) Reporting & Compliance	Geotechnical Investigation Database	Residential, Commercial & Industrial lateral inspection oversight
	Ensure compliance with the Baykeeper settlement agreement and Waste Discharge Requirement (WDR and NPDES)	Coast/Watershed Clean Up Programs	Ordinance Updates as required	Monthly Utility Coordination meetings	Issue certificates of lateral compliance (COC)
	GIS Management	Construction Site Run-off/Erosion & Sediment Control	Veolia Contract Compliance		Follow up with reports provided by Veolia on damaged private sewer laterals
	Overflow Emergency Response (OER) Sanitary Sewer Overflow (SSO) Response	Stormwater Treatment in Development Projects			
	Stormwater Collection System	Pretreatment Program	Financial	Other Technical Support	Other Related Sewer Tasks/Projects
	Operate and maintain the storm sewer system (pipes, V-ditches, and open drainage channels) and stormwater pump stations within the Richmond city limits	Ensure compliance with National Pollutant Discharge Elimination System (NPDES) permit.	Request for Proposals and Bids	Inspection & Plan Checking	Manage contracts for/with firms for plan check, video review and inspection services.
	GIS Management	Administration of Federal Pretreatment Program (40 CFR 403) Administration of Fats, Oils, & Grease (FOG) Program Slug Response and Investigation Public Outreach	Invoice Processing Contract Management Permits Budget Oversight Calculation of Annual Sanitary and Storm Fees		Coordinate consultant service for hydraulic loading for new construction/development projects that are connecting to sanitary sewer system Assist with accessing properties for sewer lateral or main line work as need through legal warrants

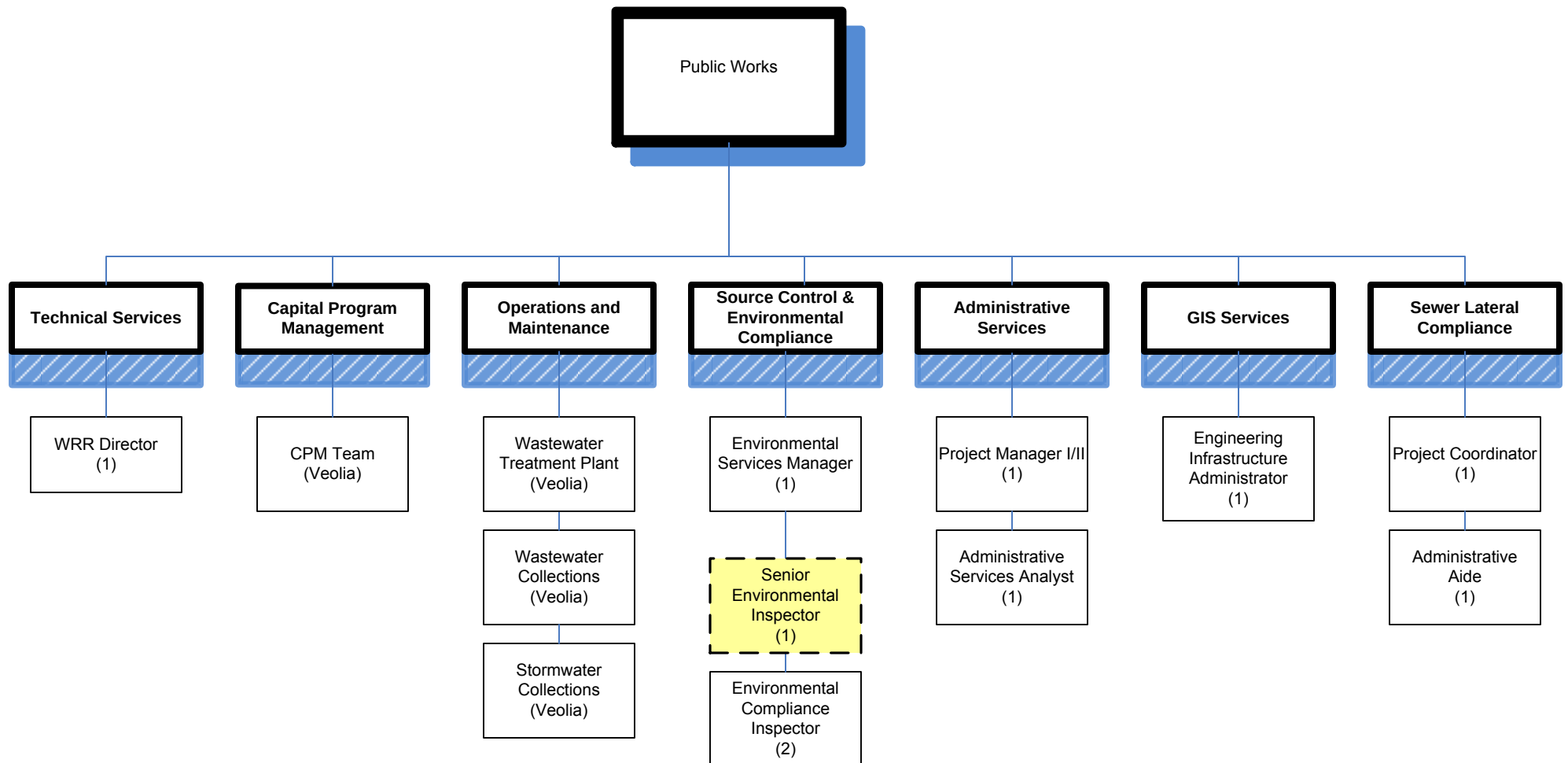
Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
WATER RESOURCE RECOVERY					
Administrative Aide	1.0	1.0	1.0	1.0	1.0
Admin Services Analyst	1.0	1.0	1.0	1.0	1.0
Director of Water Resource Recovery	1.0	1.0	1.0	1.0	1.0
Engineering Infrastructure Administrator		1.0	1.0	1.0	1.0
Environmental Compliance Inspector	3.0	3.0	3.0	3.0	2.0
Environmental Services Manager	1.0	1.0	1.0	1.0	1.0
Infrastructure Administrator	1.0				
Project Manager I/II	1.0	1.0	1.0	1.0	1.0
Project Coordinator	1.0	1.0	1.0	1.0	1.0
Senior Environmental Inspector					1.0
Total Full-Time Equivalents (FTEs)	10.0	10.0	10.0	10.0	10.0

Water Resource Recovery

FY2021-22 Organizational Chart



Existing FTE = 10, Adopted FTE = 10



Water Resource Recovery-22

TOTAL BUDGET - HISTORICAL COMPARISON

	FY2019-20 Actual	FY2020-21 Adjusted	FY2020-21 Actual Thru Mar -2021	FY2021-22 Budget	\$ Chg From FY20-21	% Chg From FY20-21
SOURCES BY FUND						
(INCLUDES REVENUE AND/OR FUND BALANCE)						
Cost Recovery-1051						
Engineering Grants-1054						
Impact Fee Storm Drain-2119	279,928	40,970	32,045		(40,970)	-100%
Impact Fee Wastewater-2120	168,159	1,956,520	66,339		(1,956,520)	-100%
Wastewater-4003	21,445,532	45,759,975	19,350,021	81,645,283	35,885,308	78%
Stormwater-4006	1,965,354	6,562,433	955,956	2,011,676	(4,550,757)	-69%
Emergency Operation & Disaster-1304	482		624		-	
TOTAL SOURCES BY FUND	23,859,455	54,319,898	20,404,985	83,656,959	29,337,061	54%
USES BY TYPE						
Salaries	1,077,976	1,352,099	800,771	1,402,780	50,680	4%
Benefits	495,717	802,215	508,673	891,272	89,057	11%
Professional Services	10,032,797	10,147,508	5,525,260	10,467,488	319,980	3%
Other Operating Expenses	247,613	315,754	247,812	334,891	19,137	6%
Utilities	1,128,930	1,176,534	395,254	1,347,433	170,899	15%
Equipment & Contract Services	803,993	1,094,680	441,663	1,377,350	282,670	26%
Provision for Insurance Loss					-	0%
Cost Pool	838,883	887,873	665,906	887,873	28,542,431	94%
Asset/Capital Outlay	4,462,345	30,412,341	3,693,205	58,954,772	(134,794)	-2%
Debt Service	4,711,202	8,127,894	8,126,441	7,993,100	-	-
TOTAL USES BY TYPE	23,799,455	54,316,898	20,404,985	83,656,959	29,340,063	54%

Water Resource Recovery-22

TOTAL BUDGET - HISTORICAL COMPARISON

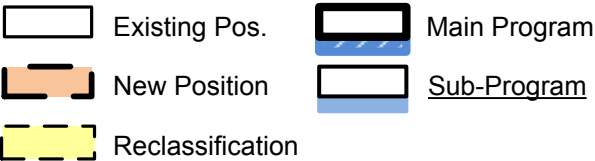
	FY2019-20 Actual	FY2020-21 Adjusted	FY2020-21 Actual Thru Mar -2021	FY2021-22 Budget	\$ Chg From FY20-21	% Chg From FY20-21
USES BY ORG CODE						
Engineering Grants Admin-15421231					-	-
Impact Fee Storm Drain-21923431	279,928	40,970	32,045		(40,970)	-100%
Impact Fee Wastewater-22022031	168,159	1,956,520	66,339	794,130	(1,162,390)	-59%
Wastewater Admin-40322431	5,885,113	9,145,500	8,710,011	8,954,037	(191,464)	-2%
Sanitary Sewer-40322631	5,496,095	6,213,440	3,661,432	6,882,478	669,038	11%
Treatment Plant-40322731	6,078,841	5,616,543	2,935,129	5,909,852	293,309	5%
Pre-Treatment-40322831	571,205	884,679	466,715	1,024,491	139,812	16%
Wastewater Capital-40322931	3,414,279	23,899,812	3,576,734	58,158,892	34,259,080	143%
Stormwater Utilities/Admin-40623431	1,965,354	6,562,433	955,956	1,933,079	(4,629,353)	-71%
Emergency Op & Disatr-Wastewater-13422231	28		624			
Emergency Op & Disatr-Stormwater-13422331	454					
TOTAL USES BY ORG CODE	23,859,455	54,319,898	20,404,985	83,656,959	29,337,061	54%

Administrative Services *Administrative Support *Budget Coordination *Purchasing *Maintain Contracts *Personnel	Current & Long Range Planning *Zoning & General Plan Interpretation *Conditional Use Permits *Subdivision & Parcel Map Review *Design Review *CEQA Review *Region & Local Planning Participation *Transportation Planning *Urban Design *Grant writing *State Law alignment	Sustainability Planning *Implement CalGreen & Energy Reach Code *Implement CalGreen & Energy Reach Code *Encourage "In Fill" Development *Encourage Transit Oriented Development *Climate Action Planing *Urban Greening *Complete Street Design *PDA Planning	General Plan *General Plan Update *Housing Element Annual Progress Reports *LHMP/Safety Elemen *Specific Plans	Code Enforcement *Proactive field checks for violations of city codes *Investigate & resolve complaints of RMC violations *Coordinates inspections & dispositions of cases with various city departments, county & other agencies *Cannabis Business Permits *RRIP Noncompliance Enforcement *Vacant Property Monitoring *Receivership Program *Rehab Program Referrals (Social Impact Bond)	Housing & Successor Agency *Home Improvement Loan Program *Housing Policy *In-lieu Fee *Monitoring of Regulatory agreement *Subordination agreements *EPA grant *Safe parking program management
Building Inspections *Construction Inspection *Bldg. Code Violations *Emergency Response *Health & Safety	Permit Center *Issue permits *Schedule inspections *Assess fees, including impact fees	Plan Review *Review for compliance w/CBC & RMC *Code Interpretation *Flood Plain Management *Grading Plan Review *Landscaping Plan Review *Tentative Map Review	Industrial Permit Services *On-site plan review *On-site Inspection	Residential Rental Inspection Program *Rental Unit Inspections *Tenant Health & Safety *Habitability complaints & inspections	

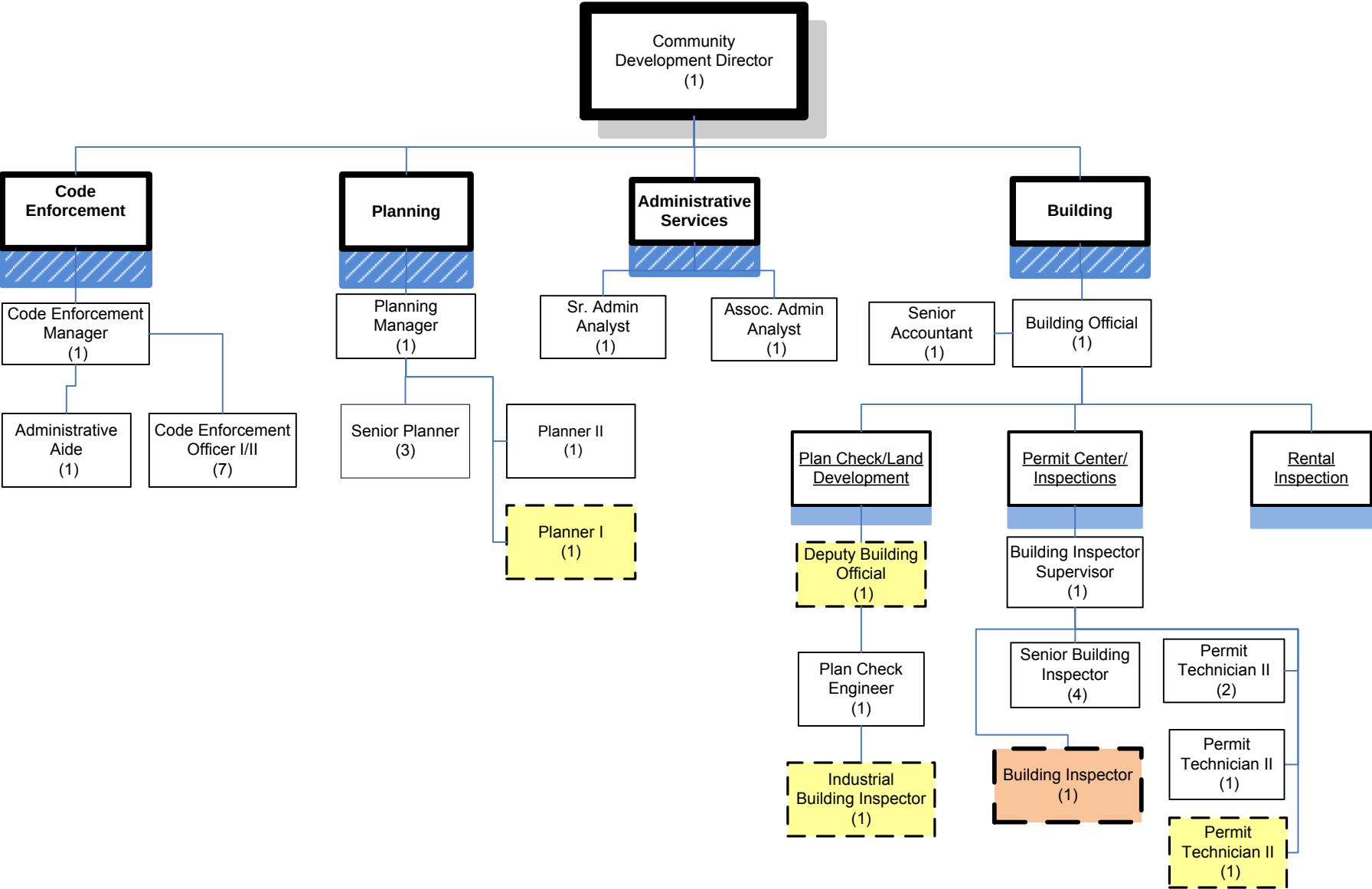
Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
COMMUNITY DEVELOPMENT (PLANNING & BUILDING SERVICES)					
Accountant I/II	1.0	1.0			
Administrative Aide			1.0	1.0	1.0
Associate Administrative Analyst	1.0	1.0	1.0	1.0	1.0
Building Inspector	1.0				1.0
Building Inspector Supervisor	1.0	2.0	1.0	1.0	1.0
Building Official	1.0	1.0	1.0	1.0	1.0
Code Enforcement Manager					1.0
Code Enforcement Officer I/II			6.0	6.0	7.0
Code Enforcement Superintendent			1.0	1.0	
Community Development Director			1.0	1.0	1.0
Deputy Building Official					1.0
Industrial Building Inspector				1.0	1.0
Permit Technician I/II	4.0	4.0	4.0	4.0	4.0
Plan Checking Engineer	2.0	2.0	2.0	2.0	1.0
Planner I/II	2.0	3.0	1.0	1.0	2.0
Planning & Building Services Director	1.0	1.0			
Planning Manager	1.0	1.0	0.5	1.0	1.0
Planning Technician I/II			1.0	1.0	
Senior Accountant			1.0	1.0	1.0
Senior Administrative Analyst	1.0	1.0	1.0	1.0	1.0
Senior Building Inspector	4.0	4.0	4.0	4.0	4.0
Senior Planner	2.0	2.0	3.0	3.0	3.0
Total Full-Time Equivalents (FTEs)	22.0	23.0	29.5	31.0	33.0
HOUSING					
Development Project Manager I/II	1.8	1.8	1.8	1.8	1.0
Senior Admin Analyst	1.0	1.0	1.0	1.0	1.0
Senior Accountant	1.0	1.0			
Total Full-Time Equivalents (FTEs)	3.8	3.8	2.8	2.8	2.0

Community Development

FY2021-22 Organizational Chart



Existing FTE = 31, Adopted FTE = 33



Housing

FY2021-22 Organizational Chart

Existing Pos.

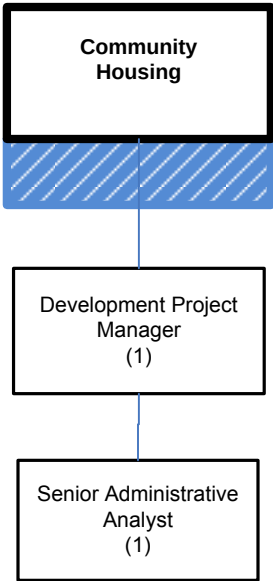
New Position

Reclassification

Main Program

Sub-Program

Existing FTE = 2.8, Adopted FTE = 2



Planning & Building-16

TOTAL BUDGET - HISTORICAL COMPARISON

	FY2019-20 Actual	FY2020-21 Adjusted	FY2020-21 Actual Thru Mar -2021	FY2021-22 Budget	\$ Chg From FY20-21	% Chg From FY20-21
SOURCES BY FUND						
(INCLUDES REVENUE AND/OR FUND BALANCE)						
General Fund-0001	(403)	1,374,032	897,925	1,551,498	177,466	13%
Cost Recovery-1050	10,548,665	10,564,133	6,576,640	11,305,467	741,334	7%
Emergency Operation & Disaster-1304	45,604	-	1,877	-	-	-
TOTAL SOURCES BY FUND	10,593,866	11,938,165	7,476,442	12,856,965	918,800	8%
USES BY TYPE						
Salaries	2,076,715	2,891,707	2,040,109	3,199,694	307,987	11%
Benefits	1,301,628	1,971,291	1,452,950	2,402,403	431,112	22%
Professional Services	5,077,983	5,064,575	2,492,570	4,818,418	(246,157)	-5%
Other Operating Expenses	35,478	105,653	35,485	109,853	4,200	4%
Utilities	7,968	20,000	10,140	20,000	-	0%
Equipment & Contract Services	12,471	20,906	45,136	21,158	252	1%
Cost Pool	1,967,380	1,863,033	1,397,277	1,908,033	45,000	2%
Asset Capital Outlay	14,242	1,000	2,775	1,000	-	0%
Operating Transfer Out	100,000	-	-	-	-	-
Grant Expenditures						-
TOTAL USES BY TYPE	10,593,866	11,938,165	7,476,442	12,480,559	542,394	5%
USES BY ORG CODE						
GF-Administration-01163019	(403)	1,374,032	897,925	1,691,992	317,960	23%
Emgcy Ope & Distr-Planning-13416119	45,604	-	1,877	-	-	-
Planning Admin-15061119	100,000	-	-			
Planning Current-15061219	6,150,901	5,972,109	3,586,693	6,036,365	64,256	1%
Planning General-15062019	94,709	108,725	70,818	184,673	75,948	70%
Rental Inspection-15063519	166,601	487,724	161,832	351,074	(136,650)	-28%
Building Registration-15063619	4,036,454	3,995,575	2,757,297	4,216,455	220,880	6%
TOTAL USES BY ORG CODE	10,593,866	11,938,165	7,476,442	12,480,559	542,394	5%

Housing-33

TOTAL BUDGET - HISTORICAL COMPARISON

	FY2019-20 Actual	FY2020-21 Adjusted	FY2020-21 Actual Thru Mar -2021	FY2021-22 Budget	\$ Chg From FY20-21	% Chg From FY20-21
SOURCES BY FUND						
(INCLUDES REVENUE AND/OR FUND BALANCE)						
Housing Administration-1200	487,418	464,824	587,596	1,139,042	674,219	145%
CDBG-1201	667,487	891,425	38,935	249,771	(641,654)	-72%
HOME-1202	-	162	-	3,153	2,991	1846%
NSP (Non-Profit)-1203	18,704	4,750	-	15,144	10,394	219%
NSP (City)-1207	1,716	12,455	12,456	106,036	93,581	751%
Successor Housing-1208	267,337	894,413	541	263,311	(631,101)	-71%
Cal-Home Grant-1209	-	1,944	400	72,035	70,091	3606%
COR Rental Asstance Program-1301	-	500,000	-	500,000	-	0%
Housing in Lieu Fee-Developer-1302	15,801	1,165,300	-	686,887	(478,413)	-41%
Iron Triangle-2125	215,150	582,446	39,992	308,069	(274,377)	-47%
Housing CIP-2126	207,026			166,432		-
Transfer In				2,957,798		
TOTAL SOURCES BY FUND	1,880,639	4,517,718	679,920	6,467,678	1,949,959	43%
USES BY TYPE						
Salaries	324,610	231,799	247,068	304,411	72,612	31%
Benefits	196,879	244,547.14	177,747	227,547	(17,000)	-7%
Professional Services	84,240	76,018	12,597	62,058	(13,960)	-18%
Other Operating Expenses	472	13,429	12,647	8,469	(4,960)	-37%
Utilities	889	801	514	801	-	0%
Cost Pool	232,744	233,290	174,990	233,290	-	0%
Asset/Capital Outlay	207,026	300,000		1,150,000	850,000	283%
CDBG/HOME/HSG PROJ	833,780	3,417,834	54,358	3,919,000	501,166	15%
Operating Transfer Out				562,101	562,101	-
TOTAL USES BY TYPE	1,880,639	4,517,718	679,920	6,467,678	1,949,959	43%
USES BY ORG CODE						
Housing Administration-12031063	487,418	464,824	587,596	519,787	54,963	12%
HSNG/CDBG Administration-12134062	46,846	31,065	7,131	20,776	(10,290)	-33%
HSNG/CDBG Project Admin-12135062	33,501	24,188	18,154	24,188	-	0%
HSNG/CDBG Program & P-12138962	587,140	836,172	13,650	920,500	84,328	10%
HSNG/HOME Administration-12236063		162		162	-	0%
HSNG/HOME Programs & P-12238963				510,000	510,000	-
NSPI-NGHBRHD Stabil P-12338462	18,704	4,750		41,991	37,241	784%
COR-Neighborhood Stab-12731062	1,716	12,455	12,456	6,753	(5,702)	-46%
Successor Housing Age-12831063	267,337	894,413	541	1,174,286	279,874	31%
CAL-HOME-12931063		1,944	400	200	(1,744)	-90%
Housing/Rental Assist-13131063		500,000		500,000	-	0%
Devlp in Lieu Fee-Hou-13235063	15,801	1165300		2,071,124	905,824	78%
Iron Triangle/EPA PRO-22531063	215,150	582,446	39,992	677,912	95,466	16%
COR-Housing CIP - CIP-22632063	207,026				-	-
TOTAL USES BY ORG CODE	1,880,639	4,517,718	679,920	6,467,678	1,949,959	43%

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LIBRARY AND CULTURAL SERVICES DEPARTMENT PROGRAM ORGANIZATIONAL CHART

Literacy for Every Adult Program

- * Adult Literacy
- * Digital Literacy
- * GED Preparation
- * English as a Second Language
- * Career and College Readiness

Library

- * Adult Reference Services and Programs
- * Children's Reference Services and Programs
- * Young Adult Reference Services and Programs
- * Bookmobile/Bookvan
- * Richmond History Collection
- * Special Community Programs
- * Homework Help
- * Circulation of Books and Media for All Ages
- * Link + Resource Sharing
- * Discover and Go Museum Pass Program
- * Digital Health Literacy
- * E-Resources Including E-Books and Audiobooks

Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
LIBRARY					
Administrative Librarian	2.0	2.0	2.0	2.0	2.0
Administrative Services Analyst	1.0	1.0	1.0	1.0	1.0
Associate Admin Analyst			1.0	1.0	1.0
Arts & Culture Manager	1.0	1.0			
Assistant Admin Analyst	1.0	1.0			
Executive Secretary I/II	1.0	1.0	1.0	1.0	1.0
Family Literacy Specialist	1.0	1.0	1.0	1.0	1.0
Learning Center Manager I/II	1.0	1.0	1.0	1.0	1.0
Librarian I/II	7.0	8.0	7.0	7.0	7.0
Library & Cultural Services Director	1.0	1.0	1.0	1.0	1.0
Library Aide (group 1)	0.6	0.6			
Library Assistant I/II	6.0	6.0	6.0	6.0	6.0
Library Associate	3.0	2.0	2.0	2.0	2.0
Library Information Systems Support Technician	1.0	1.0	1.0	1.0	1.0
Literacy Program Manager	1.0	1.0	1.0	1.0	1.0
Office Assistant I/II	0.7	0.7	0.7	0.7	0.7
Senior Library Assistant	2.0	2.0	2.0	2.0	2.0
Volunteer Tutor/Learner Coordinator	3.0	3.0	3.0	3.0	3.0
Total Full-Time Equivalent (FTEs)	33.3	33.3	30.7	30.7	30.7

Library and Community Services
FY2021-22 Organizational Chart

Existing Pos.

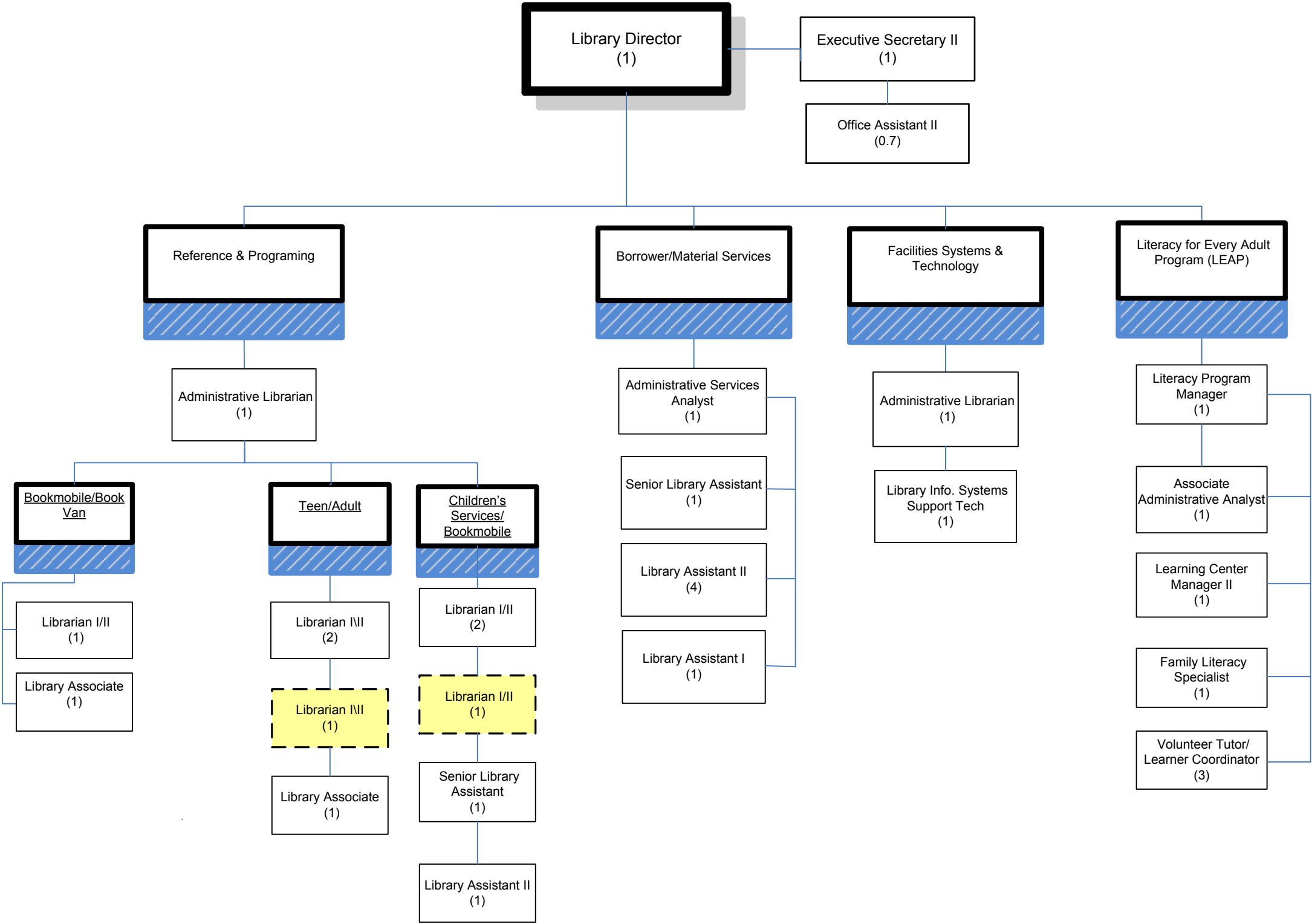
New Position

Reclassification

Main Program

Sub-Program

Existing FTE = 30.7, Adopted FTE = 30.7



Library & Cultural Services-24

TOTAL BUDGET - HISTORICAL COMPARISON

	FY2020-21 Actual	FY2020-21 Adjusted	FY2020-21 Actual Thru Mar -2021	FY2021-22 Budget	\$ Chg From FY20-21	% Chg From FY20-21
SOURCES BY FUND						
(INCLUDES REVENUE AND/OR FUND BALANCE)						
General Fund-0001	5,296,492	4,933,199	3,396,778	6,189,454	1,256,255	25%
Library Fund-1005	353,176	420,324	229,298	82,000	(338,324)	-80%
ECIA-1017	204,639	200,000	118,199		(200,000)	-100%
Impact Fee - Library-2117	6,152	525,834	1,542		(525,834)	-100%
Emergency Operation & Disaster-Library-1304	36,094		6,078			
TOTAL USES BY FUND	5,896,554	6,079,357	3,751,895	6,271,454	192,097	3%
USES BY TYPE						
Salaries	2,353,192	2,299,188	1,511,546	2,289,201	(9,987)	0%
Benefits	1,710,880	1,912,165	1,377,877	2,371,797	459,632	24%
Professional Services	1,109,562	1,087,059	502,429	912,546	(174,513)	-16%
Other Operating Expenses	406,382	84,025	38,538	74,750	(9,275)	-11%
Utilities	9,432	58,000	2,870	8,000	(50,000)	-86%
Equipment & Contract Services	1,572	400	464	2,136	1,736	434%
Provision for Insurance Loss		1,120			(1,120)	-100%
Cost Pool	501,760	246,440	184,829	246,440	-	0%
Asset/Capital Outlay	26,932	379,856	4,091	365,584	(14,273)	-4%
Grant Expenditures	15,399	11,104	3,065	1,000	(10,104)	-91%
Transfer Out	11,817		128,186		-	-
TOTAL USES BY TYPE	6,146,929	6,079,357	3,753,895	6,271,454	192,097	3%

Library & Cultural Services-24

TOTAL BUDGET - HISTORICAL COMPARISON

	FY2020-21 Actual	FY2020-21 Adjusted	FY2020-21 Actual Thru Mar -2021	FY2021-22 Budget	\$ Chg From FY20-21	% Chg From FY20-21
USES BY ORG CODE						
GF-Administration-01241055	3,761,279	3,709,240	2,559,805	3,643,182	(66,058)	-2%
GF-Ls/Ref Services-01242155	180,479	213,011	128,647	197,661	(15,350)	-7%
GF-Ls/Access Services-01242255	26,324	33,650	20,645	30,200	(3,450)	-10%
GF-Ls/Children's Services-01242755	46,979	60,250	29,214	65,750	5,500	9%
GF-Ls/Circulation-01242855	95,395	113,244	83,647	117,883	4,639	4%
GF-Ls/Extension Services-01242955	65,399	58,600	16,046	58,600	-	0%
GF-Leap-01243055	647,972	745,204	558,775	1,341,543	596,339	80%
GF-Public Art-01244055	472,665				-	0%
Library-Administration-10541055	14,792	130,610	632	123,560	(7,050)	-64%
Library Leap-10543055		10,958			(10,958)	-978%
Library Public Art-10544055	99,627	1,120			(1,120)	-
Library Public Art-10544155			126,186		-	
Library Grants-10545055	238,757	277,637	102,481	169,741	(107,896)	-39%
ECIA-11743055	204,639	200,000	118,199		(200,000)	-100%
Emergency Operation & Disaster-Library-13424155	36,094		6,078			
Impact Fee-21741055	6,152	525,834	1,542	523,334	(2,500)	0%
TOTAL USES BY ORG CODE	5,896,554	6,079,357	3,751,895	6,271,454	192,097	3%

RECREATION PROGRAM ORGANIZATIONAL CHART

Finance and Administrative Operations

Budgeting

Revenue Reconciliation

Internal Controls

Financial Reporting

Contract & MOU Management

Information Technology

Rental Management

Program Registration

Revenue Collection

Activity Guide and Newsletter

Special Event Permits

ActiveNet Management

Policy and Procedure Development

Lease Agreements

Grants and Special Projects

Grants

Home Loan Program

ADA Projects

Facilities Improvement Grants

Recreation Services

Sports Fields

Youth, Adult & Teen Sports and Activities

Aquatics

Summer Camps

Specialty Camps

Senior Activities

Recreation Services Program Development

Disabled Services

Partnership Development and Management

Special Events

Neighborhood and Volunteer Services

Volunteer Recruitment and Management

Outreach, Marketing and Social Media

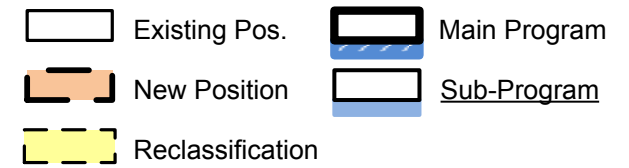
Beautification Programs

Tool Lending Library and Mobile Tool Lending Library

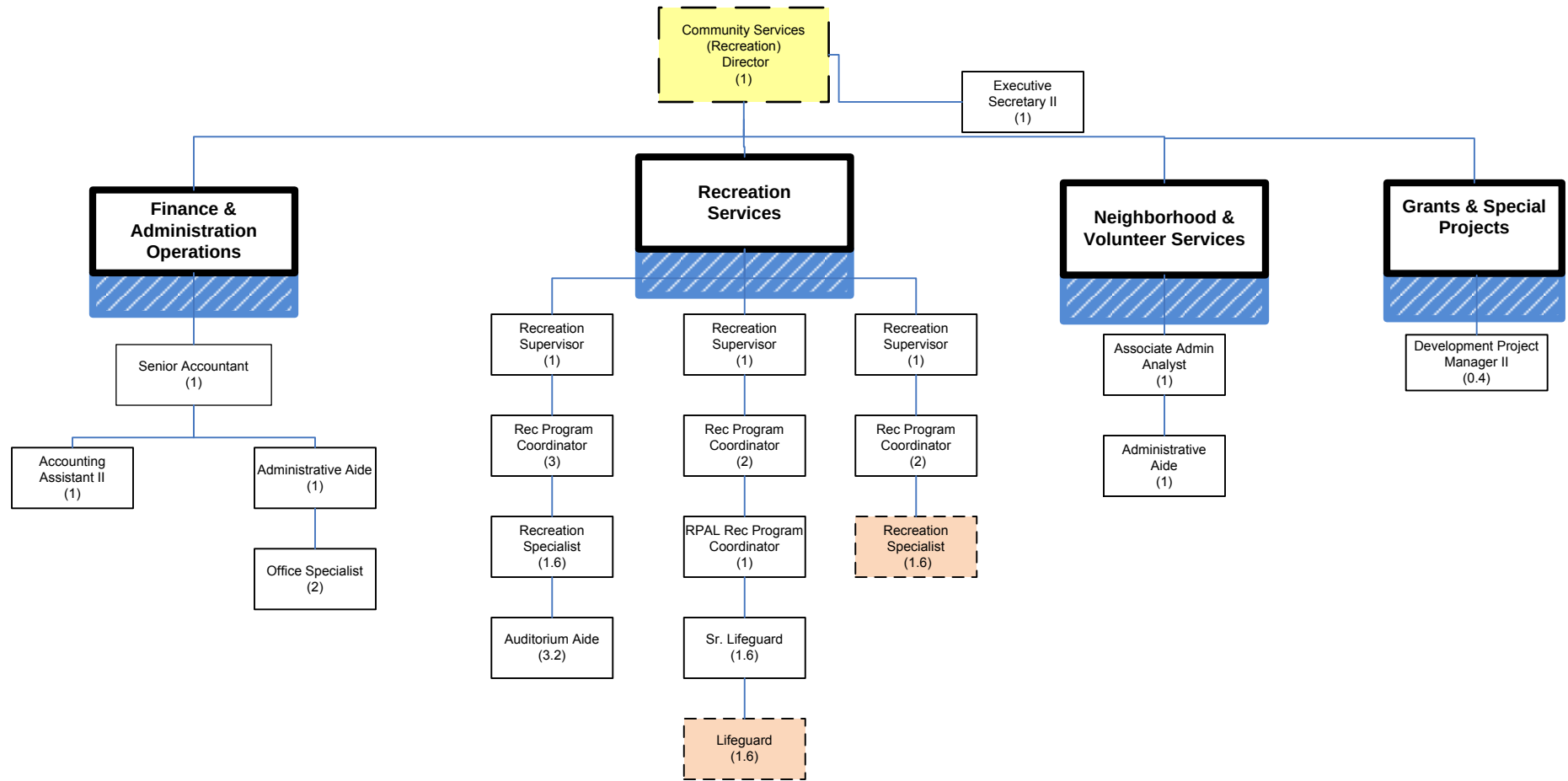
Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
COMMUNITY SERVICES (RECREATION)					
Accountant II	1.0	1.0			
Accounting Asst I/II			1.0	1.0	1.0
Administrative Aide	2.0	2.0	2.0	2.0	2.0
Associate Admin Analyst	1.0	1.0	1.0	1.0	1.0
Auditorium Aide	3.2	3.2	3.2	3.2	3.2
Community Services (Recreation) Director	1.0	1.0			1.0
Community Services Administrative Manager	1.0	1.0	1.0	1.0	
Development Project Manager II					0.4
Executive Secretary I/II	1.0	1.0	1.0	1.0	1.0
Finance Manager I					
Finance Manager I/II	1.0	1.0			
Lifeguard					1.6
Office Specialist	2.0	2.0	2.0	2.0	2.0
Recreation Program Coordinator	9.0	9.0	9.0	9.0	8.0
Recreation Program Specialist	1.6	1.6	1.6	1.6	3.2
Recreation Supervisor	3.0	3.0	3.0	3.0	3.0
Senior Accountant			1.0	1.0	1.0
Senior Lifeguard	1.6	1.6	1.6	1.6	1.6
Total Full-Time Equivalents (FTEs)	28.4	28.4	27.4	27.4	30.0

Recreation

FY2021-22 Organizational Chart



Existing FTE = 27.4, Adopted FTE = 30



Community Services-25

TOTAL BUDGET - HISTORICAL COMPARISON

	FY2019-20 Actual	FY2020-21 Adjusted	FY2020-21 Actual Thru Mar -2021	FY2021-22 Budget	\$ Chg From FY20-21	% Chg From FY20-21
SOURCES BY FUND						
(INCLUDES REVENUE AND/OR FUND BALANCE)						
General Fund-0001	5,529,486	4,567,794	3,234,471	5,818,711	1,250,917	27%
Outside Funded Services-Grants-1006	87,341	114,813	5,070	1,037	(113,776)	-99%
ECIA-1017	50,000	50,000	50,000		(50,000)	-100%
Emergency Op & Disastr/Recreation-1304	40,654	-	14,586	-	-	0%
Impact Fee-2115	105,751	424,020	202,629	-	(424,020)	-100%
Gen Trust-6001	330	-	-	-	-	0%
TOTAL SOURCES BY FUND	5,813,562	5,156,627	3,506,757	5,819,748	663,121	13%
USES BY TYPE						
Salaries	2,612,217	2,210,586	1,456,863	2,590,506	379,919	17%
Benefits	2,015,434	1,635,106	1,408,357	1,939,771	304,665	19%
Professional Services	383,718	192,221	44,240	481,873	289,653	151%
Other Operating Expenses	63,336	40,790	16,531	60,410	19,620	48%
Utilities	12,075	17,904	8,781	18,389	485	3%
Equipment & Contract Services	622	28,900	19,819	9,250	(19,650)	-68%
Cost Pool	474,363	402,718	302,038	447,718	45,000	11%
Asset/Capital Outlay	192,798	491,677	195,903	219,332	(272,345)	-55%
Grant Expenditures	59,000	136,725	54,225	52,500	(84,225)	-62%
TOTAL USES BY TYPE	5,813,562	5,156,627	3,506,757	5,819,748	663,122	13%

Community Services-25

TOTAL BUDGET - HISTORICAL COMPARISON

	FY2019-20 Actual	FY2020-21 Adjusted	FY2020-21 Actual Thru Mar -2021	FY2021-22 Budget	\$ Chg From FY20-21	% Chg From FY20-21
USES BY ORG CODE						
Cities of Service-01250051	242,847	308,221	143,154	302,491	(5,730)	-2%
Administration- 01251051	2,294,876	2,095,691	1,548,259	2,201,252	105,561	5%
Booker T Center-01253251	204,060	121,185	89,942	200,693	79,508	66%
Nevin Center-01253451	220,270	141,584	112,088	225,960	84,376	60%
Shields Reid-01253551	165,972	61,506	76,052	134,092	72,587	118%
Recreation Complex-01253751	355,516	148,888	146,873	308,619	159,731	107%
Parchester Center-01253851	224,248	155,043	117,313	204,243	49,200	32%
May Valley Center-01253951	215,867	161,825	109,858	264,599	102,774	64%
Special Events-01254551	59,416	20,601	1	49,618	29,017	141%
Recreation (DPRC)-01254651	255,627	219,391	179,014	260,947	41,556	19%
Senior Center-01254751	169,268	111,265	85,543	141,839	30,574	27%
Senior Center-Annex-01254851	235,153	224,257	169,131	237,861	13,604	6%
Aquatics-01256051	321,470	294,527	110,244	302,647	8,120	3%
Convention Center-01257051	254,860	205,505	238,295	378,504	172,999	84%
Plunge-01259051	310,036	298,306	108,704	346,429	48,123	16%
Transportation Operation-10352051					-	0%
Outside Funded Grants-10651051	87,341	114,813	5,070	1,037	(113,776)	-99%
Chevron ECIA-11752051	50,000	50,000	50,000	50,000	-	0%
Emergency Op & Disastr/Recreation- 13425151	40,654		14,586			0%
Impact Fee-21551051	105,751	424,020	202,629	208,917	(424,020)	-100%
Gen Trst & Agcy Admin-60151151	330				-	0%
TOTAL USES BY ORG CODE	5,813,562	5,156,627	3,506,757	5,819,748	454,205	9%

EMPLOYMENT & TRAINING DEPARTMENT

PROGRAM ORGANIZATIONAL CHART

FISCAL SERVICES	YOUTHWORKS	RICHMONDWORKS ONE STOP/AJCC	RICHMONDBUILD	CONTRACT COMPLIANCE
* Accounting	* WIOA Youth	* WIOA Adult	* Construction Skills Training	* Monitoring Compliance with Local Employment Ordinance
* Budgeting	* Summer Youth Employment	* WIOA Dislocated Worker	* Contractors' Resource Center	
* MIS Services	* Youth Career Services (ECIA)	* WIOA Rapid Response	* HazMat Training	* Monitoring Compliance with Business Opportunity Ordinance
* Audit - Independent and Internal	* Summer Training and Employment Program for Students (STEPS)	* WIOA Rapid Response Layoff Aversion	* Chevron Stage	
* Subrecipient Fiscal Monitoring		* COVID-19 Impacted Individuals Supportive Services	* RB Career Services (ECIA)	* Monitoring Compliance with Minimum Wage Ordinance
* Accounts Payable		* COVID-19 Project Hire	* YouthBUILD	
* Accounts Receivable		* COVID-19 Employment Recovery NDWG		* Monitoring Labor Compliance
* Grant Reporting		* ACES Academy		* Construction Bid Analysis
* Contract Management		* One-Stop Career Center		* EO Compliance
* Procurement & Inventory		* Training Services		
* Participant Payroll		* Employer Services		
		* RW Career Services (ECIA)		
		* Prison to Employment		
		* Veterans Employment Services		

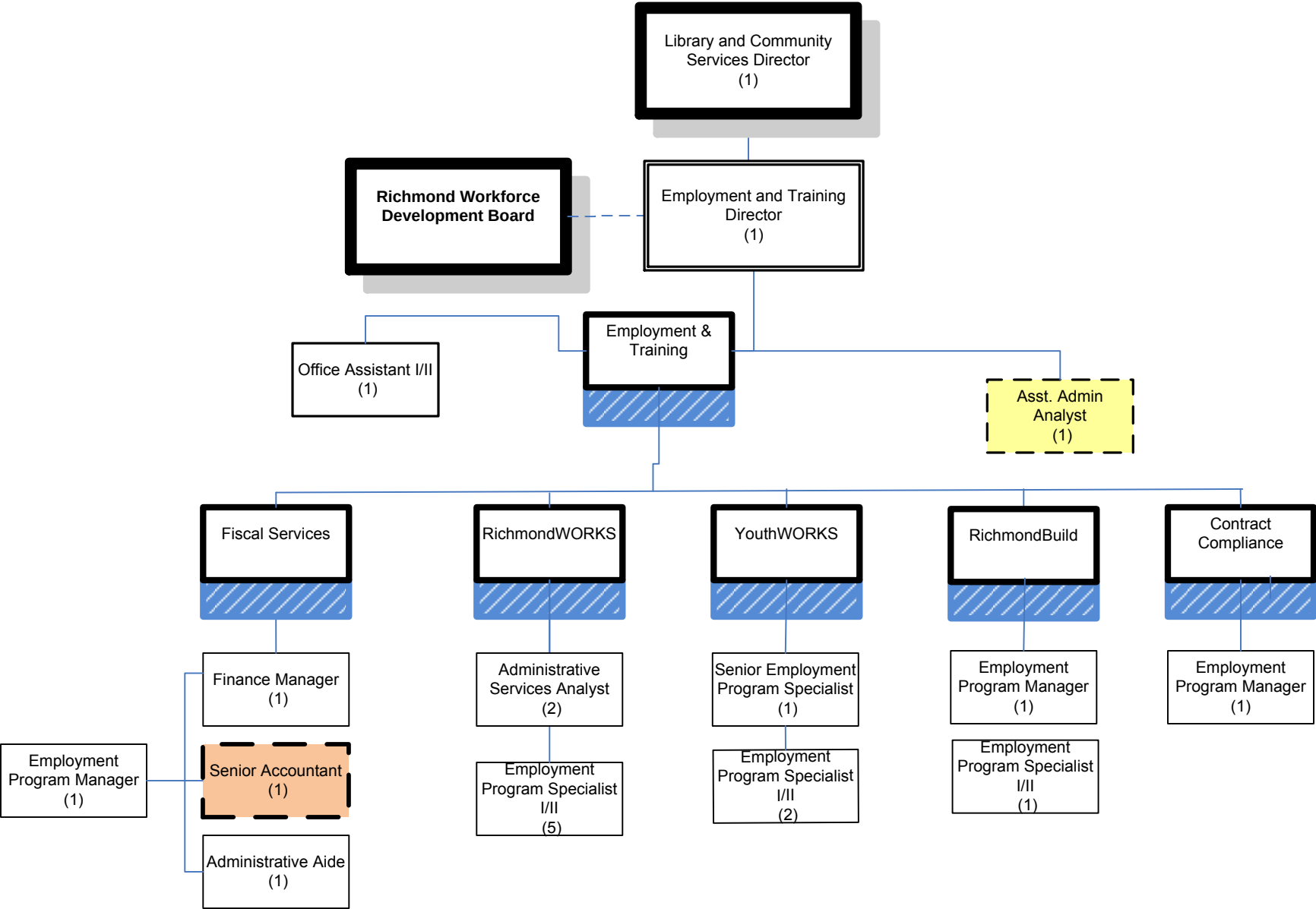
Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
EMPLOYMENT & TRAINING					
Administrative Aide	1.0	1.0	1.0	1.0	1.0
Assistant Administrative Analyst					1.0
Administrative Services Analyst	2.0	2.0	2.0	2.0	2.0
Director, Employment & Training	1.0	1.0			1.0
Employment Program Manager	3.0	3.0	3.0	3.0	3.0
Employment Program Specialist I/II	8.0	8.0	8.0	8.0	8.0
Finance Manager	1.0	1.0	1.0	1.0	1.0
Library & Community Services Director			1.0	1.0	1.0
Office Assistant I/II	1.0	1.0	1.0	1.0	1.0
Project Coordinator	1.0	1.0	1.0	1.0	
Senior Accountant					1.0
Senior Employment Program Specialist	1.0	1.0	1.0	1.0	1.0
Total Full-Time Equivalents (FTEs)	19.0	19.0	19.0	19.0	21.0

Employment & Training

FY2021-22 Organizational Chart

- Existing Pos.
- New Position
- Reclassification
- Main Program
- Sub-Program

Existing FTE = 19, Adopted FTE = 21



Employment & Training-27

TOTAL BUDGET - HISTORICAL COMPARISON

	FY2019-20 Actual	FY2020-21 Adjusted	FY2020-21 Actual	FY2021-22 Budget	\$ Chg From FY20-21	% Chg From FY20-21
SOURCES BY FUND						
Thru Mar -2021						
INCLUDES REVENUE AND/OR FUND BALANCE						
ECIA-1017	500,000	500,000	375,000		(500,000)	-100%
Employment & Training-1205	4,260,601	9,703,826	3,426,709	8,254,537	(1,449,289)	-15%
Employment & Training-1205	21,165		3,714		-	-
TOTAL SOURCES BY FUND	4,781,766	10,203,826	3,805,423	8,254,537	(1,949,289)	-19%
USES BY TYPE						
Salaries	1,254,561	1,669,894	1,045,847	1,806,983	137,089	8%
Benefits	974,925	1,213,537	785,297	1,519,767	306,230	25%
Professional Services	518,198	522,600	379,489	6,200	(516,400)	-99%
Other Operating Expenses	204,302	211,700	140,942	182,807	(28,893)	-14%
Utilities	10,654	17,800	7,227	13,000	(4,800)	-27%
Equipment & Contract Services	132,409	954,500	238,839	589,088	(365,412)	-38%
Cost Pool	518,997	493,408	370,046	543,408	50,000	10%
Asset/Capital Outlay	57			100,000	100,000	2%
Grant Expenditures	1,167,664	4,406,092	838,455	3,116,788	(1,289,304)	-181%
Employment & Training Allocation		714,295	(719)	376,496	(337,799)	-
TOTAL SOURCES BY TYPE	4,781,766	10,203,826	3,805,423	8,254,537	(1,949,289)	-19%
USES BY DIVISION						
CHEVRON ECIA - E&T-11771041	500,000	500,000	375,000		(500,000)	-100%
RESOURCE MNGT DIV-12571041	518,997	493,408	370,046	543,408	50,000	10%
RESOURCE MNGT DIV-12571141	121,860	1,280,000	255,986	1,040,000	(240,000)	-19%
INTENSIVE SERVICES(FS)-12572341	341,883	552,700	105,270	275,000	(277,700)	-50%
TRAINING SERVICES(FS)-				245,000	245,000	-
TRAINING PAYMENTS(FS)-12572541	106,852	157,300	40,326	170,000	12,700	8%
OTHER SERVICES(FS)-12572641	758,012	1,752,969	971,432	703,146	(1,049,823)	-60%
RAPID RESPONSE(FS)-12572741	116,801	165,000	106,075	201,000	36,000	22%
WIA YOUTH IN SCHOOL(F-12573041	3,018	-	3,472		-	-
WIA YOUTH OUT OF SCHO-12573141	181,291	540,000	183,923	305,000	(235,000)	-44%
ADMINISTRATION(FS)-12573241	154,636	244,031	144,416		(244,031)	-100%
RB TENANT IMPROVEMENT-12576241	1,327	6,000	694		(6,000)	-100%

Employment & Training-27

TOTAL BUDGET - HISTORICAL COMPARISON

	FY2019-20 Actual	FY2020-21 Adjusted	FY2020-21 Actual	FY2021-22 Budget	\$ Chg From FY20-21	% Chg From FY20-21
SOURCES BY FUND	Thru Mar -2021					
ET RICHMONDWORKS LCL-12576441	452,844	1,659,052	253,026	1,625,436	(33,616)	-2%
ET YOUTHWORKS LOCAL P-12576541	-	25,000	-	25,000	-	0%
STATE GRANT PROGRAM(F-12576641	256,305	705,000	189,412	1,062,500	357,500	51%
COMMUNITY BENEFIT AGRE-12576741	348,055	920,752	171,771	387,045	(533,707)	-58%
OTHER COMMUNITY FUNDING-12576841	1,958	-	5,240	-	-	-
DIRECT SERVICES-12577141	103,635	192,266	59,364	118,000	(74,266)	-39%
SUPPORTING SERVICES-12577241	42,485	274,959	45,035	107,000	(167,959)	-61%
MATCHING FUNDS-12578341	202,915	135,100	136,474	135,100	-	0%
BUSINESS SERVICES(FS)-12578441	9,496	182,767	1,002	169,536	(13,231)	-7%
E&T DONATED FUNDS(FS)-12578841	1,133	167,522	22,007	209,854	42,332	25%
SUMMER YTH DONATED FU-12578941	513,689	250,000	355,503	390,000	140,000	56%
MNDWORKS INTERM COS-12579141	3,377	(75,000)	380	7,500	82,500	-110%
YOUTH INTERIM COST PO-12579241	744		257		-	-
OVERHEAD INTERIM COST-12579341	7,029	75,000	5,599	92,500	17,500	23%
ADMIN INTERIM COST PO-12579441					-	-
EMPLYMNT & TRAIN SALA-12579541	12,257			442,512	442,512	-
EMGCY OPE & DISTR/EMP-13427141	21,165		3,714		-	-
TOTAL USES BY DIVISION	4,781,766	10,203,826	3,805,423	8,254,537	(1,949,289)	-19%

**Transportation &
Transit Connectivity**

* Program Development &
Implementation of Sustainable
Transportation

* Paratransit Program
Administration

* Implement the Richmond
Integrated & Equitable
Multimodal Mobility Plan

* Parking Garage and City-owned
Lots Management

* Inter and Intra-governmental
Relations

* Parking Management Plan
Development and Implementation

* Contract and Grant
Administration

* Transportation Infrastructure
Investment and Program
Development & Implementation

Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
TRANSPORTATION DEPARTMENT					
Management Analyst I/II			1.0	1.0	
Paratransit Assistant			1.0	1.0	
Paratransit Driver			2.0	2.0	2.0
Paratransit Driver Leadworker			1.0	1.0	1.0
Project Manager I					
Project Manager I/II			2.0	2.0	2.0
Total Full-Time Equivalents (FTEs)			7.0	7.0	5.0

Transportation Department

FY2021-22 Organizational Chart

Existing Pos.

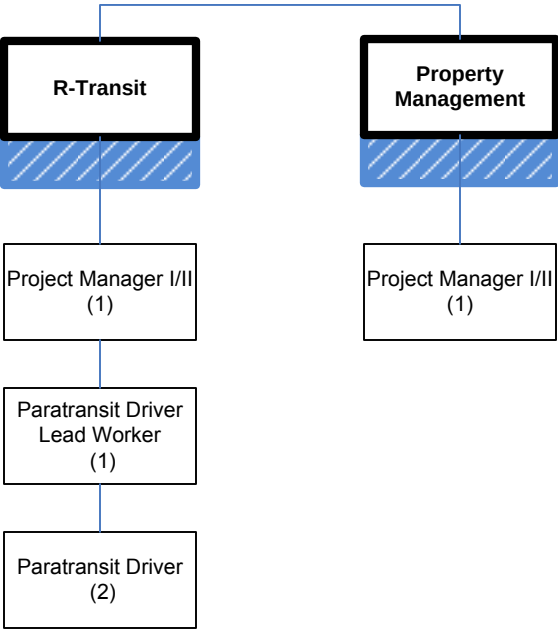
New Position

Reclassification

Main Program

Sub-Program

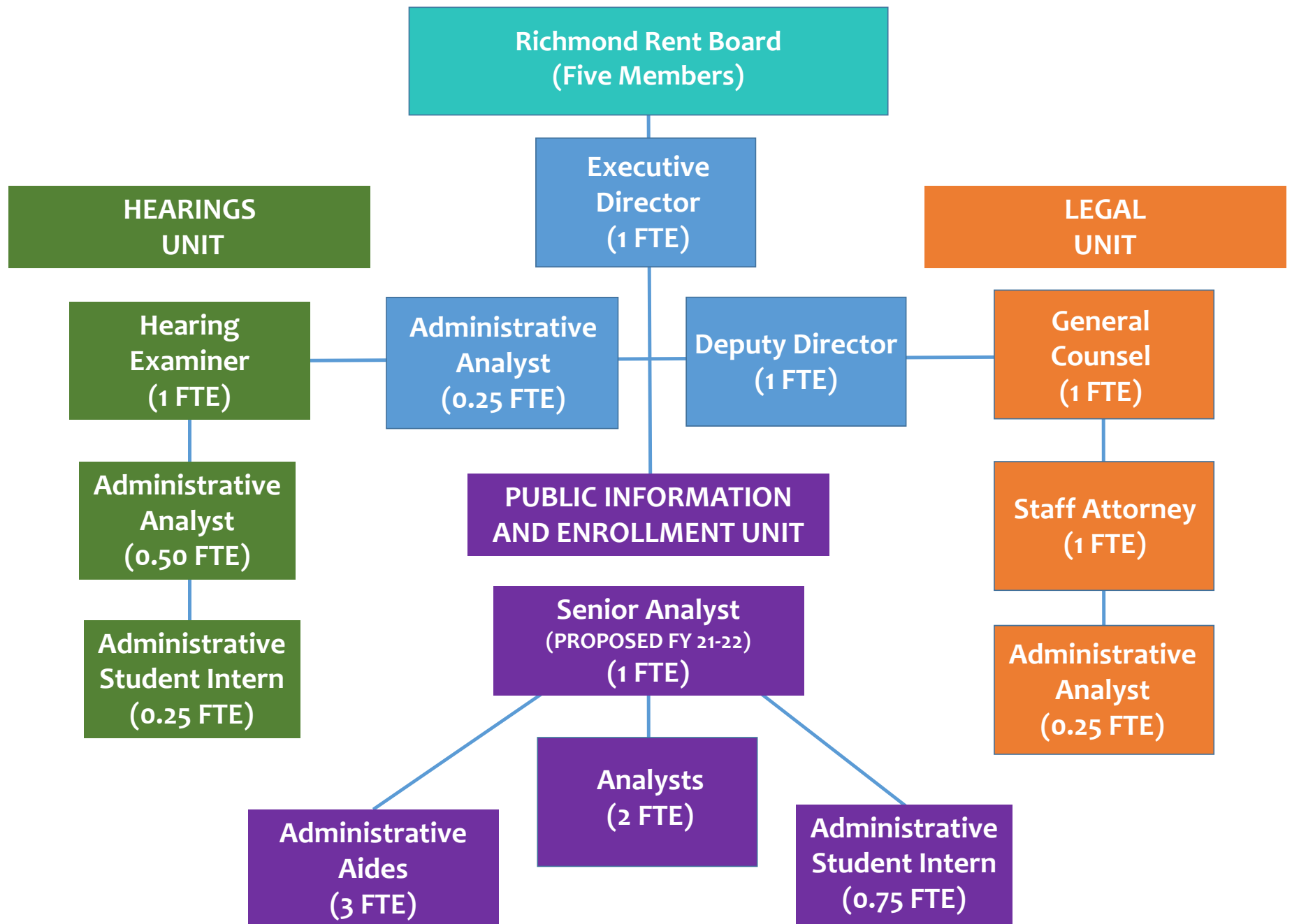
Existing FTE = 7, Adopted FTE = 5



Transportation Services-38

TOTAL BUDGET - HISTORICAL COMPARISON

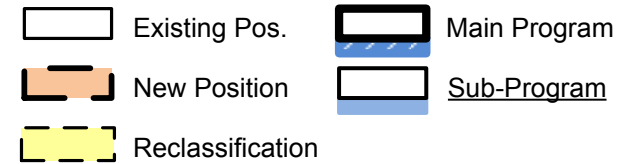
	FY2019-20 Actual	FY2020-21 Adjusted	FY2020-21 Actual Thru Mar -2021	FY2021-22 Budget	\$ Chg From FY20-21	% Chg From FY20-21
SOURCES BY FUND (INCLUDES REVENUE AND/OR FUND BALANCE)						
General Fund-0001		312,198	264,404	261,627	53,193	17%
Transportation Operations-1003		1,167,942	547,141	894,008	(377,698)	-32%
ECIA-1017		166,210	80,326		(166,210)	-100%
TOTAL SOURCES BY FUND	0	1,646,350	891,871	1,155,635	-490,715	-30%
USES BY TYPE						
Salaries		382,368	309,483	338,867	29,384	9%
Benefits		332,403	271,340	409,099	137,759	51%
Professional Services		600,710	82,347	120,200	37,853	46%
Other Operating Expenses		13,450	4,440	25,050	20,610	464%
Utilities		2,500	1,742	2,500	758	44%
Equipment & Contract Services		65,100	35,903	10,100	(25,803)	-72%
Cost Pool		248,819	186,616	248,819	62,203	33%
Asset/Capital Outlay		1,000		1,000	1,000	-
TOTAL USES BY TYPE	0	1,646,350	891,871	1,155,635	(490,715)	-30%
USES BY ORG CODE						
G. Fund Transportation Operations-01385051		312,198	264,404	365,391	53,193	17%
Non-GF Transp. Operations-10385051		1,112,942	511,238	790,244	(322,698)	
Transportation-Parking Management-10385951		55,000	35,903		(55,000)	-100%
ECIA-11785051		166,210	80,326		(166,210)	-100%
TOTAL USES BY ORG CODE	0	1,646,350	891,871	1,155,635	(490,715)	-30%



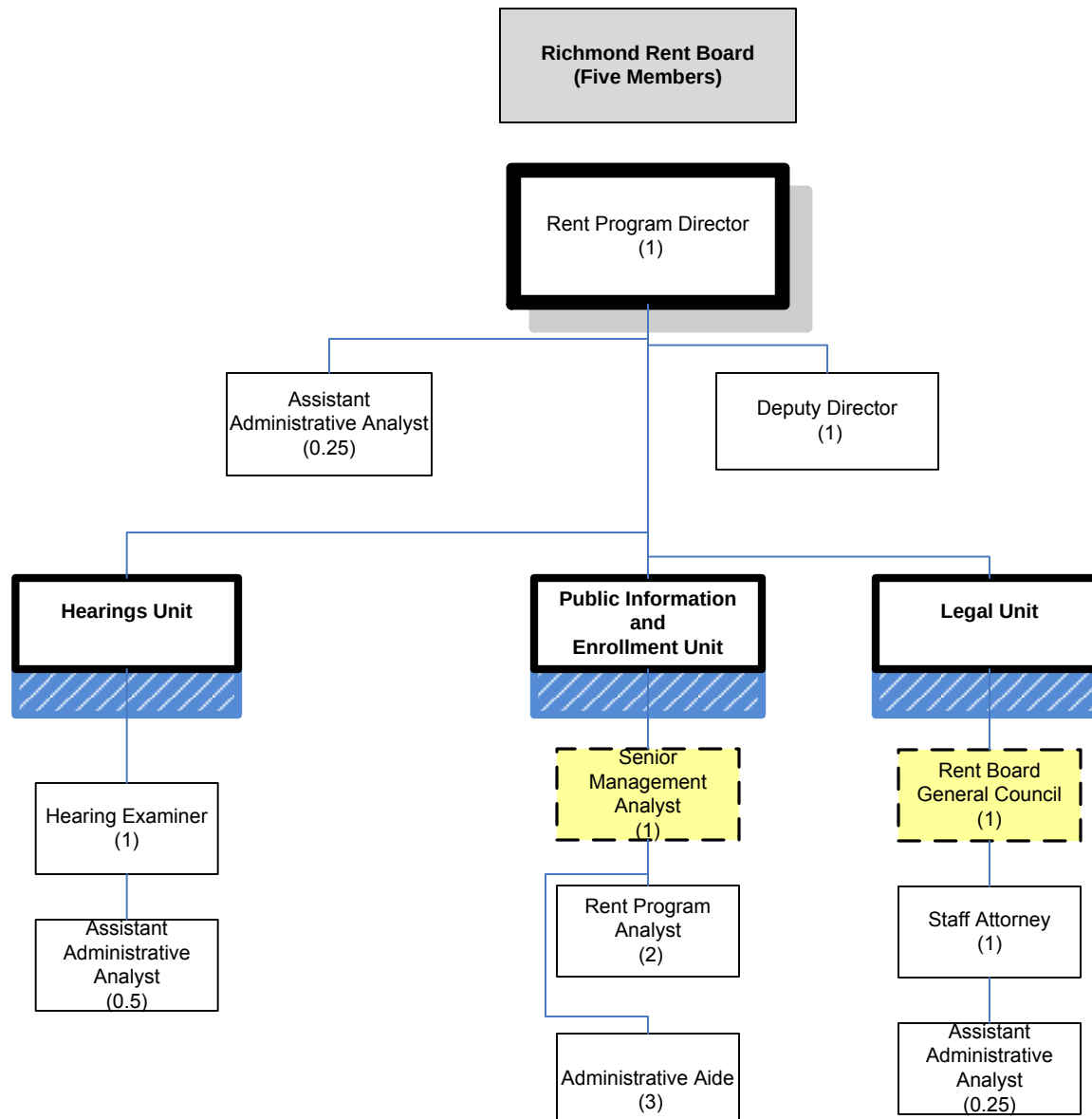
Department	Adopted FY2018-19	Adopted FY2019-20	Adopted FY2020-21	Revised FY2020-21	Adopted FY2021-22
RENT CONTROL					
Administrative Aide	2.0	3.0	3.0	3.0	3.0
Assistant Admin Analyst	1.0	1.0	1.0	1.0	1.0
Associate Admin Analyst	2.0				
Deputy Director Rent Program	1.0	1.0	1.0	1.0	1.0
Executive Director Rent Program	1.0	1.0	1.0	1.0	1.0
Hearing Examiner Rent Program	1.0	1.0	1.0	1.0	1.0
Rent Board General Counsel					1.0
Rent Program Analyst I/II		1.0	1.0	3.0	2.0
Rent Program Analyst II		2.0	2.0		
Senior Management Analyst					1.0
Staff Attorney Rent Program	1.0	2.0	2.0	2.0	1.0
Total Full-Time Equivalents(FTEs)	9.0	12.0	12.0	12.0	12.0

Rent Control

FY2021-22 Organizational Chart



Existing FTE = 12, Adopted FTE = 12



Rent Control-35

TOTAL BUDGET - HISTORICAL COMPARISON

	FY2019-20 Actual	FY2020-21 Adjusted	FY2020-21 Actual Thru Mar -2021	FY2021-22 Budget	\$ Chg From FY20-21	% Chg From FY20-21
SOURCES BY FUND (INCLUDES REVENUE AND/OR FUND BALANCE)						
Rent Control-1018	2,264,738	2,425,312	1,574,895	2,613,278	187,966	8%
Emergency Op & Disastr/Rent Cont-1304			228			
TOTAL SOURCES	2,264,738	2,425,312	1,575,123	2,613,278	187,966	8%
USES BY TYPE						
Salaries	1,121,084	1,228,859	804,402	1,256,858	27,999	2%
Benefits	691,706	701,499	539,319	843,017	141,518	20%
Professional Services	239,819	241,991	83,514	240,425	(1,566)	-1%
Other Operating Expenses	22,801	71,008	9,947	69,674	(1,334)	-2%
Utilities	414	284	321	500.00	216	76%
Equipment & Contract Services		200	103		(200)	-100%
Provision for Insurance Loss	8,765	9,115	9,077	9,300	185	2%
Cost Pool	173,624	171,256	128,440	182,704	11,448	7%
Asset/Capital Outlay	6,526	1,100		10,800	9,700	882%
A87 Cost Plan Reimbursement					-	-
Grant Expenditures					-	-
TOTAL USES BY TYPE	2,264,738	2,425,312	1,575,123	2,613,278	187,966	8%
USES BY ORG CODE						
Rent Control Program-11850065	2,264,738	2,425,312	1,574,895	2,613,278	187,966	8%
Emergency Op & Disastr/Rent Cont-13435165			228		-	-
TOTAL USES BY ORG CODE	2,264,738	2,425,312	1,575,123	2,613,278	187,966	8%

General Government-91

TOTAL BUDGET - HISTORICAL COMPARISON

	FY2019-20 Actual	FY2020-21 Adjusted	FY2020-21 Actual Thru Mar -2021	FY2021-22 Budget	\$ Chg From FY20-21	% Chg From FY20-21
SOURCES BY FUND						
General Fund	21,291,768	17,191,496	12,276,810	23,183,889	5,992,393	35%
Sec Pen Ov-1001	10,544,746	11,200,793	11,200,793	11,032,989	(167,804)	-1%
Eda Grant-1014	2,883	125,075	405,381	125,075	-	0%
Emergency Ope & Disas-1304	128,476		157,881		-	-
DS/05 POB-3001	11,151,844	14,033,500	11,110,641	13,862,146	(171,354)	-1%
DS/99A POB-3002	1,245,291	1,090,838	1,091,603	949,396	(141,442)	-13%
DS07 CVCCTR-3005	86,843,474	7,715,769	5,529,509	7,725,100	9,331	0%
Comp Abs-5008	2,297,013	2,400,000	1,812,151	3,826,151	1,426,151	59%
Com9 On AGN-6004	14,785	30,000	1,708		(30,000)	-100%
SR Trust-6007	24,167	60,000	6,105		(60,000)	-100%
Certbt Plan Fund-RPOA-6047	118,814		2,071		-	-
Opeb Plan Trust-6048	7,842,892		71,347		-	-
PT Molate Trust-6049	582,578		88,581		-	-
GEN Pen-6050	424,760		304,055		-	-
PL & Fr Pen-6051	1,873,145		1,147,621		-	-
Garfield-6052	49,067		37,412		-	-
SA/Marina-6058	318,934		263,551		-	-
SA/CCVISTA-6059	686,593		678,514		-	-
SA/CCRE03A-6060	804,929				-	-
TOTAL SOURCES	146,246,157	53,847,471	46,185,733	60,704,746	6,857,276	13%

USES BY TYPE

Salaries	4,865,181	4,735,000	3,590,238	3,804,909	(930,091)	-20%
Benefits	14,570,087	6,400,000	4,795,644	1,286,895	(5,113,105)	-80%
Professional Services	1,146,321	811,019	584,235	708,000	(103,019)	-13%
Other Operating Expenses	324,347	(110,605)	232,072	4,830,375	4,940,980	-4467%
Cost Pool	3,951,163	4,225,357	3,169,018	4,225,357	-	0%
Asset/Capital Outlay				100,000	100,000	-
Debt Service Expenditure	101,051,064	22,840,107	18,673,818	22,536,642	(303,464)	-1%
A87 Cost Plan Reimbursement	-181,410	(141,173)	(105,874)	(141,173)	-	0%
Grant Expenditures	582,578		88,581		-	-
CDBG Grant Expenditures		120,000	402,696		(120,000)	-100%
Operating Transfers Out	19,935,826	14,967,766	14,755,303	19,212,839	4,245,073	28%
TOTAL USES BY TYPE	146,245,157	53,847,471	46,185,733	56,563,844	2,716,374	5%

USES BY ORG CODE

GF-Non-Dept/City Fest-01910090	37,500			51,000	51,000	-
GF-Non-Dept/Assets MN-01913990	247,075				-	-
GF-Non-Dept/Non DPT a-01917090	16,723,781	12,791,496	8,939,611	15,180,456	2,388,960	19%
GF-Non-Dept/Health In-01918090	4,283,411	4,400,000	3,337,198	4,400,000	-	0%
SR-SPO/Admin Div-10114090	10,544,746	11,200,793	11,200,793	11,795,746	594,953	5%
Eda Revolving Loan-11417090	2,883	125,075	405,381		(125,075)	-100%
Emergency Ope & Disas-13411090	128,476	-	157,881		-	-
DS-2005 Pens Oblig Bo-30111090	11,151,844	14,033,500	11,110,641	13,862,146	(171,354)	-1%
DS-99A Pens Oblig Bon-30211090	1,245,291	1,090,838	1,091,603	949,396	(141,442)	-13%
DS-2009 Refnding&Civi-30511090	86,843,474	7,715,769	5,529,509	7,725,100	9,331	0%
Compensated Absences-50817090	2,297,013	2,400,000	1,812,151	2,600,000	200,000	8%
Commission on Aging D-60415090	14,785	30,000	1,708		(30,000)	-100%
Senior Center (S- Div-60715590	15,331	30,000	5,833		(30,000)	-100%
Senior Center Annex (-60715690	8,836	30,000	272		(30,000)	-100%
Certbt Plan Fund-RPOA-64715090	118,814		2,071		-	-
Opeb Plan Trust-64815090	7,842,892		71,347		-	-
PT Molate Private-Pur-64915090	582,578		88,581		-	-
GEN Pen-Nondpt Trst-65015090	424,760		304,055		-	-
Pol&Fir-NondptTrst-65115090	1,873,145		1,147,621		-	-
Garfld-Nondpt Trst-65215090	49,067		37,412		-	-
Marina WS-ND SP AS-65811090	318,934		263,551		-	-
Cntry Club-ND SP AS-65911090	686,593		678,514		-	-
RD 2003-1-ND SP AS-66011090	804,929				-	-
TOTAL USES BY ORG CODE	146,246,157	53,847,471	46,185,733	56,563,844	2,716,374	5%

Marina Operations-89

TOTAL BUDGET - HISTORICAL COMPARISON

	FY2019-20 Actual	FY2020-21 Adjusted	FY2020-21 Actual Thru Mar -2021	FY2021-22 Budget	\$ Chg From FY20-21	% Chg From FY20-21
SOURCES BY FUND						
(INCLUDES REVENUE AND/OR FUND BALANCE)						
Marina Operations-4005	327,857	293,593	271,894	293,593	0	0%
TOTAL SOURCES	327,857	293,593	271,894	293,593	0	0%
USES BY TYPE						
Salaries					-	-
Benefits					-	-
Professional Services	45,997				-	-
Other Operating Expenses					-	-
Utilities					-	-
Equipment & Contract Services					-	-
Provision for Insurance Loss					-	-
Cost Pool					-	-
Asset/Capital Outlay	85,196				-	-
Debt Service Expenditure	109,885	206,815	206,815	206,815	-	0%
Operating Transfers Out	86,778	86,778	65,079	86,778	-	0%
TOTAL USES BY TYPE	327,857	293,593	271,894	293,593	0	0%
USES BY ORG CODE						
Marina Operations	327,857	293,593	271,894	293,593	0	0%
TOTAL USES BY ORG CODE	327,857	293,593	271,894	293,593	0	0%

City of Richmond
Debt Service Long Term Payment Obligations
Fiscal Year 2021 - 2022

Mode	Acct String	Description		FY2021-22	TOTAL	Ending Balance as of 6/30/2022
<u>Loans Payable</u>						
Fixed	40591082-400751	California Department of Boating and Waterways #21 (Loan# 81-21-154)	PRINCIPAL	23,203.24		416,013.56
	40591082-400752	Finance Marina construction projects.	INTEREST	19,764.76		
					42,968.00	
Fixed	40591082-400751	California Department of Boating and Waterways #22 (Loan# 88-21-85)	PRINCIPAL	50,961.08		1,430,148.23
	40591082-400752	Finance Marina construction projects.	INTEREST	66,649.92		
					117,611.00	
Fixed	40591082-400751	California Department of Boating and Waterways #81 (Loan# 91-102-030)	PRINCIPAL	1,606.70		56,666.74
	40591082-400752	Finance Marina Transit Dock Loan.	INTEREST	2,622.30		
					4,229.00	
Fixed	40591082-400751	California Department of Boating and Waterways #117 (Loan #99-102-324)	PRINCIPAL	25,885.36		332,373.22
	40591082-400752	Finance Small Craft Harbor Loan - Marina Restructured loan Dredging Design Work and Dredging Construction	INTEREST	16,121.64		
					42,007.00	
Fixed	01232531-400751	California Energy Commission Loan #1	PRINCIPAL	53,454.55		200,127.56
	01292831-400752	Replace streetlights with new LED lights	INTEREST	7,210.77		
					60,665.32	
Fixed	01232531-400751	California Energy Commission Loan #2	PRINCIPAL	82,145.99		687,495.61
	01292831-400752	Replace streetlights with new LED lights	INTEREST	7,492.17		
					89,638.16	
<u>Capital Leases</u>						
Fixed	01191021-400671	Holman Capital Corporation #4	PRINCIPAL	224,424.26		201,465.04
	01191021-400672	West Contra Costa Family Justice Center	INTEREST	11,736.12		
					236,160.38	
Fixed	50335031-400671	Holman Capital Corporation #5	PRINCIPAL	251,950.60		1,736,079.72
	50335031-400672	New Fire Trucks	INTEREST	74,067.72		
					326,018.32	
Fixed	01232831-400671	BancAmerica Merrill Lynch	PRINCIPAL	410,373.17		1,943,665.38
	01232831-400672	Finance the purchase of streetlights from PG&E and associated upgrades	INTEREST	57,460.93		

Mode	Acct String	Description		FY2021-22	TOTAL	6/30/2022
					467,834.10	
		<u>Bonds Payable</u>				
Fixed	30211090-40751	Pension Obligation Bonds 99A	PRINCIPAL	710,000.00		2,725,000.00
	30211090-400752	<i>Fund portion of unfunded accrued actuarial liability in Police & Fireman</i>	INTEREST	234,696.00		
	30211090-400755	<i>Pension Fund.</i>	BOND ADMIN FEES	4,700.00		
					949,396.00	
Fixed	30111090-400751	2005 POBs (CABs)	PRINCIPAL	10,302,000.00		145,867,000.00
	30111090-400751		2023 CABS MATURITY	-		
	30111090-400752		INTEREST	1,456,146.44		
	30111090-400755		BOND ADMIN FEES	4,000.00		
	30111090-400759		SWAP PMT TO C-PARTY	2,500,000.00		
	30111090-400760		SWAP PMT FROM C-PARTY	(400,000.00)		
					13,862,146.44	
Fixed	01232531-400751	Qualified Energy Conservation Bonds Series 2010	PRINCIPAL	76,573.49		327,927.72
	01232531-400752	<i>Fund Energy Efficiency and Streetlight Upgrades</i>	INTEREST	26,174.61		
	01232531-400772		INTEREST SUBSIDY			
			(-5.7% sequestration)	(14,728.70)		
					88,019.40	
Fixed	01204022-400751	Recovery Zone Economic Development Bonds Series 2010	PRINCIPAL	98,096.07		372,049.11
	01204022-400752	<i>Fund Improvements to Various City Facilities</i>	INTEREST	28,979.50		
	01204022-400772		INTEREST SUBSIDY	(-		
			5.7% sequestration)	(12,297.45)		
					114,778.12	
Fixed	30511090-400751	JPFA Lease Revenue Bond Series 2016 (Civic Center)	PRINCIPAL	1,080,000.00		26,060,000.00
	30511090-400752	<i>SWAP Termination Financing of the JPFA Lease Revenue</i>	INTEREST	1,248,050.00		
	30511090-400755	<i>Bonds Series 2009</i>	BOND ADMIN FEES	6,800.00		
					2,334,850.00	
Fixed	40322431-400751	Wastewater Revenue Bond, Series 2017A	PRINCIPAL	1,365,000.00		28,385,000.00
	40322431-400752	<i>Refund the Wastewater Revenue Bond Series 2006A & New Issue</i>	INTEREST	1,502,225.00		
	40322431-400755		BOND ADMIN FEES	10,000.00		
					2,877,225.00	
Fixed	40322431-400751	Wastewater Revenue Bond, Series 2019A	PRINCIPAL	-		22,510,000.00
	40322431-400752	<i>Fund Wasterwater Enterprise Capital Projects</i>	INTEREST	973,900.00		
	40322431-400755		BOND ADMIN FEES	4,000.00		
					977,900.00	

Mode	Acct String	Description		FY2021-22	TOTAL	6/30/2022
Fixed	40322431-400751	Wastewater Revenue Bond, Series 2019B	PRINCIPAL	1,115,000.00		64,960,000.00
	40322431-400752	<i>Terminate the 2008A SWAP Agreement & defeassance & refunding</i>	INTEREST	3,018,975.00		
	40322431-400755		BOND ADMIN FEES	4,000.00		
					4,137,975.00	
Fixed	30511090-400751	JPFA Lease Revenue Refunding Bond, Series 2019A (Civic Center)	PRINCIPAL	2,360,000.00		59,365,000.00
	30511090-400752	<i>To redeem the JPFA LRB Series 2009 (Civic Center)</i>	INTEREST	3,027,250.00		
	30511090-400755		BOND ADMIN FEES	3,000.00		
					5,390,250.00	
Fixed	40181080-400751	JPFA Lease Revenue Refunding Bond, Series 2019B (Pt Potrero)	PRINCIPAL	4,100,000.00		8,330,000.00
	40181080-400752	<i>Redeem & Defease the 2009A Pt Potrero Lease Revenue Bond</i>	INTEREST	580,500.00		
	40181080-400755		BOND ADMIN FEES	6,000.00		
					4,686,500.00	
TOTAL ALL DEBT (CITY)				36,806,171.24	36,806,171.24	365,906,011.89

City of Richmond
Budgeted Funds - Sources and Uses

[illegible]

City of Richmond
Budgeted Funds - Sources and Uses

[illegible]

City of Richmond
Budgeted Funds - Sources and Uses

[illegible]

City of Richmond
Budgeted Funds - Sources and Uses

[illegible]

City of Richmond
Budgeted Funds - Sources and Uses

Budgeted Funds - Sources and Uses																											
Fund	Fund Description	Primary Source of Funds	Primary Use of Funds	Office of the Mayor	City Council	City Clerk	City Manager	Office of Neighborhood Safety	City Attorney	Police Commission	Finance Department	Human Resources	Information Technology	Police Department	Fire Department	Infrastructure Maintenance & Operations	Water Resource Recovery	Capital Improvement Department	Planning & Building Services	Library & Cultural Services	Community Services	Housing Department	Employment & Training	Richmond Housing Authority	Port of Richmond	Rent Control	Non-Departmental
3005	2016 Lease Revenue Bonds	Transfer from the general fund and charges to operating departments based on square footage occupied at Civic Center	Debt service principal and interest payments on the Civic Center Lease Revenue Bonds																								
Enterprise Funds																											✓
4001	Port Operations	Rental income from Port tenants, dockage and wharfage	Operating costs; and capital improvements which includes maintenance dredging																						✓		
4003	Wastewater Enterprise	Sewer use tax fees, plan checking fees and sewer lateral fees; also, pre-treatment permits and design review fees	Operating costs; and capital improvements for the Wastewater Treatment Plant and throughout the City													✓											
4005	Marina Operations	Rental income from lease rentals	Debt service principal and interest payments to Dept. of Boating & Waterways; portion of project manager's salary for managing Marina projects													✓											✓
4008	KCRT Cable Television	Revenues received from cable franchise fees and charges for services	Administrative and operating costs of the enterprise									✓															
4102	RHA-Hope 6	Department of Housing and Urban Development (HUD)	Re-vitalization of Easter Hill development																					✓			
4201	RHA-Capital Fund	Department of Housing and Urban Development (HUD)	Capital improvements for public housing developments																					✓			
4401	RHA-Hacienda	Department of Housing and Urban Development (HUD)	Provide housing for low income eligible participants																					✓			
4404	RHA-Nevin Plaza	Department of Housing and Urban Development (HUD)	Provide housing for low income eligible participants																					✓			
4405	RHA-Nystrom Village	Department of Housing and Urban Development (HUD)	Provide housing for low income eligible participants																					✓			
4406	RHA-Richmond Village One	Department of Housing and Urban Development (HUD)	Provide housing for low income eligible participants																					✓			
4407	RHA-Richmond Village Two	Department of Housing and Urban Development (HUD)	Provide housing for low income eligible participants																					✓			
4408	RHA-Richmond Village Three	Department of Housing and Urban Development (HUD)	Provide housing for low income eligible participants																					✓			
Internal Service Funds																											
5001	Insurance Reserves	Charges to operating departments/funds based on number of full-time equivalents (general liability) and a percentage of payroll each pay period (worker's compensation)	Employee claims due to industrial injuries and general claims against the city for damages incurred									✓															

City of Richmond
Budgeted Funds - Sources and Uses

[illegible]

City of Richmond
Budgeted Funds - Sources and Uses

Budgeted Funds - Sources and Uses				Office of the Mayor	City Council	City Clerk	City Manager	Office of Neighborhood Safety	City Attorney	Police Commission	Finance Department	Human Resources	Information Technology	Police Department	Fire Department	Infrastructure Maintenance & Operations	Water Resource Recovery	Capital Improvement Department	Planning & Building Services	Library & Cultural Services	Community Services	Housing Department	Employment & Training	Richmond Housing Authority	Port of Richmond	Rent Control	Non-Departmental
Fund	Fund Description	Primary Source of Funds	Primary Use of Funds																								
1207	NSP (Neighborhood Stabilization Program) (City)	NSP 3 grant and program income	Purchase and rehabilitate homes and residential properties abandoned or foreclosed, demolish blighted properties and develop them making the properties available for low and moderate income families																								
1208	Successor Housing Agency	Bond monitoring fees, program income (i.e., loan repayments principal and interest, residual receipts and others non-grant receipts)	Development, rehabilitation and construction of affordable housing as well as financial and/or rental assistance to low and moderate income families to avoid homelessness; also, the fund can also be used to provide housing and/or assist in the prevention of homelessness																		✓						
1209	Cal Home Grant	Cal Home State grant	Provide loans to qualified individuals (low and moderate income participants) to rehabilitate/repair, improve and remove health and safety hazards and to provide financial assistance such as down payment assistance to qualified low and moderate income homebuyers																		✓						
1302	Housing In-Lieu Funds	Developer fees	Development, rehabilitation and construction of affordable housing available for low and moderate income families and to increase the affordable housing stock																		✓						
2125	Iron Triangle	Remaining interest on Economic Development Initiative (EDI) Grant	Repayment of Section 108 loans; remaining funds will be returned to HUD																		✓						
2126	Housing Capital Project Fund	State Grants - Prop 84 Baxter Creek, State IIG Prop 1C , California Coastal Baxter Creek	Restore the Baxter Creek and Park surrounding the Miraflores Senior Housing development site																		✓						

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 1st, at the beginning of the fiscal period, and June 30th, 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 1st.

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 1st and ends June 30th.

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

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

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

Budget Glossary

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

Budget Glossary

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

Budget Glossary

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