



# *Richmond, California*

Adopted Capital Improvement Plan Fiscal Year 2022-2023



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**CITY OF RICHMOND**  
**Fiscal Years 2022-23 to 2026-27**  
**CAPITAL IMPROVEMENT PLAN / BUDGET**

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# *Richmond City Council*



**Tom Butt**  
Mayor



**Eduardo Martinez**  
Vice Mayor



**Nathaniel Bates**  
Councilmember



**Claudia Jimenez**  
Councilmember



**Demnlus Johnson**  
Councilmember



**Gayle McLaughlin**  
Councilmember



**Melvin Willis**  
Councilmember

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**CITY OFFICIALS**

**CITY COUNCIL**

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

**ADMINISTRATION AND EXECUTIVE MANAGEMENT**

City Manager .....	Shasa Curl
Deputy City Manager, Internal Services, (Interim) .....	Anil Comelo
City Attorney .....	Dave Aleshire
City Clerk .....	Pamela Christian
Director of Community Development .....	Lina Velasco
Director of Information Technology .....	Sue Hartman
Director of Library and Community Services (Interim) .....	LaShonda White
Director of Finance .....	Delmy Cuellar
Fire Chief .....	Angel Montoya
Human Resources Director (Acting) .....	Teresa Fairbank
Police Chief (Interim) .....	Louie Tirona
Director of Public Works .....	Joe Leach

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**CITY OF RICHMOND**  
**FISCAL YEAR 2022-23 BUDGET**

**BUDGET TEAM**

**Shasa Curl**  
*City Manager*

**Anil Comelo**  
*Deputy City Manager (Interim)*

**Delmy Cuellar**  
*Director of Finance*



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

**Antonio Banelos**  
*Accounting Manager*

**Mubeen Qader**  
*Budget Administrator*

**Bertram Jones**  
*Budget Analyst II*

**Vrenesia Ward**  
*Senior Budget Analyst*

**Cher Lor-Arce**  
*Budget Analyst II*

**Jerry Gurule**  
*Senior Accountant*

**Rita Martinez**  
*Senior Accountant*

**Patrick Seals**  
*Internal Services*

**Sharrone Taylor**  
*Human Resources*

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# MISSION

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

# VALUES

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

# VISION

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

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# AGENDA REPORT

Finance Department

<b>DATE:</b>	June 21, 2022
<b>TO:</b>	Mayor Butt and Members of the City Council
<b>FROM:</b>	Shasa Curl, City Manager Anil Comelo, Interim Deputy City Manager Delmy Cuellar, Director of Finance LaShonda White, Interim Director of Library and Community Services Mubeen Qader, Budget Administrator Antonio Banuelos, Accounting Manager
<b>Subject:</b>	Adopt Fiscal Year (FY) 2022-2023 Proposed Operating Budget and FY 2022-2023 through 2026-2027 Capital Improvement Plan.
<b>FINANCIAL IMPACT:</b>	Adopting the FY 2022-2023 Annual Operating Budget and FY 2022-2023 through FY 2026-2027 Five-Year Capital Improvement Program. At this point, the General Fund budget is structurally balanced with Revenue and Expenditure equal to \$206,632,248.
<b>PREVIOUS COUNCIL ACTION:</b>	April 19, 2022, April 26, 2022. May 3, 2022, May 17, 2022, May 24, 2022, and June 7, 2022
<b>STATEMENT OF THE ISSUE:</b>	Staff has completed development of the Fiscal Year (FY) 2022-2023 Annual Operating Budget and the FY 2022-2023 to FY 2026-2027 Five-Year Capital Improvement Program Budget based on City Council direction and is submitting these for adoption.

<b>RECOMMENDED ACTION:</b>	ADOPT resolutions approving: (1) FY 2022-2023 Annual Operating Budget and (2) FY 2022-2023 to 2026-2027 Five-Year Capital Improvement Program Budget – City Manager’s Office/Finance Department (Shasa Curl/Delmy Cuellar 510-620-6740).
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## **DISCUSSION**

On April 20, 2021, the Richmond City Council adopted fiscal guidelines to enhance transparency, fiscal responsibility, and sustainability, and provided a set of budgeting principles to navigate through economic challenges. The guidelines were developed to help City staff, City Council, and the community at large address community needs and services throughout the budget process. The guidelines were laid out to maximize public participation and requires City staff to engage with the City Council and the public to reflect community aspirations in the budget.

During the budget development process, City staff facilitated four community budget meetings and a meeting with the labor unions to receive input from various stakeholders. City departments presented their budgets at the City Council meetings from April 19, 2022, through June 7, 2022, and discussed their accomplishments and goals for the next year, along with their staffing plans and proposed budgets. The City staff also met with several City Council members to address specific questions regarding various aspects of the budget development process. City Council also received presentations from NBS Consulting regarding the Cost Allocation Plan (CAP) and Human Resources/Risk Management regarding internal service charges such as Worker’s Compensation and General Liability charges.

In accordance with Richmond Municipal Code Section 2.61.010, on May 3, 2022, the City Manager submitted the first draft of the FY 2022-2023 operating budget, and FY 2022-2023 through 2026-2027 Five-Year Capital Improvement Plan. Initially, the operating budget gap was approximately \$1.9 million, however, City staff provided several pending adjustments that increased revenues, reduced expenditures, and resulted in a budget surplus of \$27,854.

On June 7, 2022, the City staff presented a second draft of the FY 2022-2023 budget with a surplus balance of approximately \$4.5 million. The City staff also presented potential adjustments reflecting the City Council and community’s requests that could be incorporated into the budget before final adoption per the Council’s direction. This agenda item presents a balanced General Fund budget for the FY 2022-2023, and requests that City Council adopts resolutions approving: (1) FY 2022-2023 Annual Operating Budget and (2) FY 2022-2023 to 2026-2027 Five-Year Capital Improvement Program Budget (Attachment 1 and Attachment 6, respectively).

## Economy

Global, national, and local economies continue to face challenges due to rising inflation, increasing oil prices, the ongoing Russian invasion of Ukraine, continued supply chain issues, and 2022 workforce shortages. Despite these challenges, the University of California, Los Angeles - Anderson School of Management's economic forecast published<sup>1</sup>, with considerable uncertainty, continued economic strength at the national level in 2022, 2023, and 2024; the economic forecast projects Gross Domestic Product growth as following: 4.3 percent in 2022, 2.8 percent in 2023, and 2.3 percent in 2024. In the California economy, the unemployment rate is expected to drop to 4.3 percent through 2024. Despite an expected increase in interest rates, the state expects rapid growth in homebuilding. Richmond's proposed FY 2022-2023 budget uses continued economic growth, as the backdrop to estimate revenue and expenditure.

## GENERAL FUND

The FY 2022-2023 city-wide expenditure budget amounts to \$438,338,897 million, of which \$206,632,248 is from the General Fund, and \$231,706,650 million is from non-General Fund accounts. The proposed FY 2022-2023 General Fund budget is structurally balanced with both revenues and expenditures at \$206,632,248.

Table 1: Proposed General Fund Budget FY 2022-2023 Revenue and Expenditures

GENERAL FUND		FY 2022-2023 DRAFT BUDGET	
TOTAL REVENUE		\$206,632,248	
TOTAL EXPENSE		\$206,632,248	
Net (-Gap)/+Surplus			\$0.00

## Revenues

The total proposed General Fund revenue for the FY 2022-2023 budget is \$206.6 million. City staff is projecting an additional \$14.3 million in General Fund revenue from the current FY 2021-2022 Revised General Fund Budget. Detailed information regarding revenue changes can be found in Attachment 2 – General Fund Revenue and Expenditure Summary.

<sup>1</sup> <https://www.anderson.ucla.edu/news-and-events/press-releases/ucla-anderson-forecast-russia-ukraine-war-adds-new-risks-us-and-california-economies>

**Property Tax** – Increase of \$823,000: In preparing the FY 2022-2023 budget, City staff forecasted Assessed Valuation (AV) growth of three percent. This was based on the change in value of properties sold during the last year, the Chevron Refinery AV remaining flat, and all other properties increasing by two percent. Actual change in AV will not be known until the Equalized Roll is published by Contra Costa County the first week of July 2022. This roll will list every property in Richmond, including their updated valuation.

**Sales Tax** – Increase of \$3.3 million: This increase is based on updated estimates provided by the City's sales tax consultants, Avenue Consulting. This increase is in part due to the local economy doing well, bolstered by the big-box stores including Costco, Target, The Home Depot, and Wal-Mart. Additionally, the increase corresponds to an overall increase of 6.3 percent for the sales tax category. In particular, the Bradley Burns 1 percent sales tax is projected to increase by five percent, while the voter-approved half cent measures are expected to increase by 10 percent in the coming year compared to the current FY 2021-2022 revised budgeted amounts.

**Utility Users Tax (UUT)** – Increase of \$3.4 million: UUT is an “excise” or usage tax imposed on a person or entity using utility services (i.e., electricity, gas, or communications). For the most part, the various UUT streams such as cable television, gas and electricity, and telecommunications are expected to stay flat with zero percent grow this coming year. An increase of \$3.4 million is budgeted stemming from a forecasted increase to the Utility User Tax Cap Provision. The cap amount, paid by Chevron, is tied to the Consumer Price Index (CPI) for energy services in the San Francisco metropolitan area. This CPI through the April postings by the United States Bureau of Labor Statistics corresponds to an increase of over 13 percent. The actual amount will not be known until the end of June 2022.

**Other Taxes** – Increase of \$685,000: This revenue category includes the Documentary Transfer Tax, whose budgeted amount corresponds to the average Transfer Tax collected since the voter-approved tiered structure went into effect in 2019, as per instructions within the Guiding Fiscal Policies. This yields an estimate of \$13.6 million which is the same as the budgeted amount in the revised FY 2021-2022 budget.

**Licenses, Permits & Fees** – Net Increase of \$775,000: \$425,000 of this increase stems from increased Code Enforcement collections. \$158,000 stems from a two percent increase in the Business Tax category (see below for details regarding Measure U). Finally, City staff is projecting an increase of \$332,000 in Recreation fees, as Recreation programs approach pre-pandemic levels. All other revenue streams that feed into this category will see a net decrease of \$140,000. This decrease is primarily tied to one-time revenues (and corresponding expenses) tied to both Point Molate and Campus Bay projects.

- **Measure U** -- City staff is budgeting \$7.9 million, plus an escalator of two percent, which corresponds to an additional \$158,000, for a total of \$8,058,000.

The budgeted amounts include the reduction to the tax due by small residential property owners. A resolution was adopted in December 2021, allowing landlords with four or less residential units to credit their paid Rent Board fees against their gross receipts tax obligation, and is carried forward in the proposed budget. City staff will continue analyzing this new revenue stream and update projections as more data is gathered.

**Other Revenues** (Includes Fines & Forfeitures, Charges for Services, Other Revenues, Rental Income, Intergovernmental State Taxes & Grants, and Loan & Bond Proceeds, and Operating Transfers In) – Net decrease of \$920,000. Most of these adjustments generate from revenue received year-to-date that were either not expected or are exceeding projections. In some cases, these are one-time revenue increases and decreases that cannot be anticipated, or the amount received is deviating significantly from previous years.

- Increase to Fines & Forfeitures of \$6,378 or 1.4 percent stemming from projected increase in Municipal Court Fines.
- Increase to Charges for Services of \$146,833 primarily from increased Police Special Services.
- Decrease to Other Revenue of \$1,286,427 stemming from one time revenue that occurred in FY 2021-2022, that will not occur again in FY 2022-2023. This includes pass-through payments related to Point Molate and Campus Bay projects.
- Increase of \$127,239 in Rental Income primarily tied to rental of Recreation facilities as Recreation programs approach pre-pandemic levels.
- Increase of \$35,000 in Intergovernmental State Taxes stemming from State Mandated Claims reimbursements trending higher in FY 2021-2022 and that trend is expected to continue in FY 2022-2023.
- Decrease of \$12,878 in Intergovernmental State Grants. This is directly tied to an Office of Neighborhood Services State Grant that was budgeted in FY 2021-2022 and is not expected in FY 2022-2023.
- Increase of \$100,000 in Intergovernmental Other Grants. Staff is expecting additional revenue in Supplemental Law Enforcement Revenue from the County.
- Decrease of \$36,400 in Loan and Bond Proceeds, as no loan and bond proceeds are expected in FY 2022-2023. If that changes, the corresponding budget will be adjusted at mid-year.

**Operating Transfers In** – Increase of \$6,210,346 in Operating Transfers-In from the Pension Tax Override Fund. The revenue that flows into the Pension Tax Override fund is expected to increase at the same rate as Property Taxes. What is unique in FY 2022-2023 is that the Bond Intercept amount, which was \$12.7 million in FY 2021-2022 will

go down to \$6.6 million in FY 2022-2023. However, the Bond Intercept will go back up to \$13.0 million in FY 2023-2024.

Proposed General Fund revenue adjustments in the FY 2022-2023 budget for July 1, 2022, are as follows and listed in Attachment 2.

Table 2: Proposed General Fund Revenue FY 2022-2023 Budget

REVENUES	FY 2022-2023 REVISED BUDGET	FY 2022-2023 PROPOSED BUDGET	CHANGEe
PROPERTY TAXES	45,233,561	46,056,962	1.80%
SALES & USE TAX	51,993,736	55,282,200	6.30%
UTILITY USERS TAX	46,522,663	49,963,589	7.40%
OTHER TAXES	20,953,343	21,638,449	3.30%
LICENSES, PRIMITS&FEES	10,354,335	11,129,402	7.50%
FINES & FORFEITURES	468,897	475,275	1.40%
USE OF MONEY&PROPRTY	236,079	236,079	0.00%
CHARGES FOR SERVICES	3,424,459	3,571,292	4.30%
OTHER REVENUE	1,473,927	187,500	-87.30%
RENTAL INCOME	747,268	874,506	17.00%
INTERGOV STATE TAXES	90,000	125,000	38.90%
INTERGOV STATE GRANT	187,878	175,000	-6.90%
INTERGOV OTHER GRANT	153,569	253,569	65.10%
PROC FR SLE PROP	100,000	100,000	0.00%
LOAN/BOND PROCEEDS	36,400	-	-100.00%
OPER XFERS IN	10,204,224	16,563,424	62.30%
<b>TOTAL REVENUE</b>	<b>192,180,338</b>	<b>206,632,248</b>	<b>7.50%</b>

## Expenditures

FY 2022-2023 total proposed expenditures are \$206,632,248. Overall, total expenditures are increasing by 5.8 percent from the FY 2021-2022 revised budget. Major increases are included in Table 3 below and are included in Attachment 2- General Fund Revenue and Expenditure Summary. The assumptions behind the expenditures are provided in the Attachment 3 – General Fund Revenue and Expenditure Assumptions.

Table 3: Proposed General Fund Expenditures FY 2022-2023 Budget

EXPENDITURES	FY 2021-2022 REVISED BUDGET	FY 2022-2023 PROPOSED BUDGET	CHANGE
SALARIES AND WAGES	75,822,428	78,761,868	3.9%
PYRLL/FRINGE BENEFIT	62,143,352	66,929,804	7.7%
PROF & ADMIN	16,248,412	16,977,138	4.5%
OTHER OPERATING	7,225,103	8,720,902	20.7%
UTILITIES	5,010,518	5,399,957	7.8%
EQPT & CONTRACT SVCS	2,555,148	2,731,448	6.9%
PROVISN FOR INS LOSS	27,673	25,725	-7.0%
COST POOL	14,455,436	15,277,766	5.7%
ASSET/CAPITAL OUTLAY	1,416,551	2,422,136	71.0%
DEBT SVC EXPENDITURE	1,065,359	1,037,009	-2.7%
A87 COST PLAN REIMBS	-3,516,104	-3,531,610	0.4%
GRANT EXPENDITURES	82,500	2,500	-97.0%
OPERATING TRANSFERS OUT	12,801,419	11,877,605	-7.2%
<b>TOTAL EXPENSE</b>	<b>195,337,796</b>	<b>206,632,248</b>	<b>5.8%</b>

**Salaries and Fringe Benefits:** Total budget for salaries and benefits is \$76 million and \$62 million respectively. The proposed budget includes salaries and wages of 710.9 Full-Time Equivalent (FTE) positions, which represents a net increase of 4.8 additional FTEs when compared to the Mid-Year FY 2021-2022 approved total. The increase in FTE reflects the positions that the City Council has approved since the mid-year, plus one additional position, a Management Analyst I/II in the Economic Development department, proposed for FY 2022-2023. The proposed budget also includes elimination of a vacant Accounting Assistant II position in the Finance department. Other assumptions include cost of living adjustments (COLA) per the approved MOUs with Executives, Local 21, and SEIU Local 1021 bargaining units. Respective fringe benefits are projected based on several factors such as health care provider rates, CalPERS rates, Other Post-Employment Benefits rates, and Workers Compensation rates.

As a result of the City's historically high vacancy rate, the proposed FY 2022-2023 budget incorporates a six percent salary and benefits savings rate totaling \$8.3 million. The vacancy savings rate is increased from the current year budget which was at \$5.8 million and about four percent of the salary and benefits budget for the current fiscal year.

Table 5: Actuarial Valuation as of June 30, 2020, Safety Plan

Table 6: Actuarial Valuation as of June 30, 2020, Miscellaneous Plan

**Workers Compensation and General Liability:** Rates are generally derived from actuarial reports that factor in several drivers around claims cost, assumed risk factor, and a targeted confidence level of the Risk Reserve. The initial rates, in the proposed draft budget presented on May 3, 2022, were to achieve 65 percent confidence Risk Reserve level, resulting in significant increases in charges from the current year budget level. To avoid drastic budget increases to the City departments, the City staff proposes that the increase in the confidence level should be implemented gradually over several years. Until the City develops a formal plan for the confidence level increment, the proposed draft budget for FY 2022-2023 is set to increase the General Liability Charges by five percent city-wide from the FY 2021-2022 budget level. Workers Compensation charges are only increasing by one percent in each category listed in Table 7 below.

Table 4: Workers Compensation Proposed Rates for FY 2022-2023

	FY 2021-22 Rates	FY 2022-23 Rates
Worker's Compensation Clerical	7.83%	8.83%
Worker's Comp Fire	18.65%	19.65%
Worker's Comp Professional	5.8%	6.8%
Worker's Comp Police	22.08%	23.08%
Worker's Comp Maintenance	12.71%	13.71%

**Professional and Administrative Services:** Total proposed budget is \$16.9 million, an increase of 4.5%. the proposed budget is baseline with a 5 % inflation contingency to mitigate the negative impacts of inflation on the services.

**Other Operating:** the proposed total budget is increasing by 20.7%. the proposed budget includes a five percent inflation contingency and expected Point Molate operating expenditures of \$1 million.

**Equipment and Contract Services:** The category includes various equipment rental and maintenance contracts. The proposed budget is increases by 6.9%, which includes a baseline budget with five percent inflation contingency.

**Utilities:** Total proposed budget is increasing by 7.8% comparing to the FY 2021-2022 budget. The category includes a baseline budget with a 5% inflation contingency.

**Cost Pool:** Total proposed budget is \$15.3 million, this expenditure category includes line items where internal costs are allocated to other areas within the City. Major line items within the category are: General Liability (discussed above), Vehicle Replacement, Civic Center Debt Allocation, and Cost Allocation Plan (Administrative

Charges). The line items in cost pool were discussed in the June 7<sup>th</sup>, 2022, budget staff report.

**Capital Asset Outlay:** The category includes large equipment and major improvement expenditures. the proposed budget is increasing by \$1 million due to the additional investment in the city's pavement and sidewalk system.

**Operating Transfers Out:** These are General Fund Subsidies and mandated contributions to Non-General Fund programs. A mandated contribution is generally due to a certain agreement, a voter approved measure, maintenance of effort required by the State, or a required grant match etc. Below is the list of major transfers out. Major change in the category is the allocation to the Department of Children and Youth which is increasing from one to two percent of the General Fund Revenue. Reimagining Public Safety Programs of Unhoused Intervention and Youthworks are budgeted to receive the baseline amounts of the current year budget.

Table 5: General Fund Operating Transfers Out Draft Budget FY 2022-2023

Operating Transfers Out	Proposed Budget FY 2022-23
Debt Service	1,744,390
Hilltop Lighting and Landscaping District	229,115
Marina Bay Lighting and Landscaping District	462,436
Employment and Training	743,201
Information Technology Equipment Replacement	100,000
Department of Children and Youth	3,936,896
Richmond Housing Authority	1,261,082
Pension Fund	100,485
Reimagining Public Safety - Unhoused Intervention	1,320,000
Reimagining Public Safety - Youthworks	1,980,000
<b>Total</b>	<b>11,877,605</b>

### Key inclusions in the Proposed FY 2022-2023 Budget

On June 7, 2022, the City staff proposed several appropriations to be included in the next year's budget, the table and text below discusses these briefly.

- Cost of Living Adjustments (COLA) and Class and Compensation Study Implementation costs - \$7,385,608: The implementation costs of the Classification and Compensation study, the 5 percent COLA for Local 1021 and Local 21, Executives, and a placeholder for possible COLAs for public safety

- (pending negotiations), are included in the budget with an estimated total of \$7,385,608.
- Five Percent Inflation Contingency - \$1,410,215: The US economy is experiencing significantly higher inflation than prior years. To mitigate the potential negative impacts of the hyperinflation on the City's services, an inflation contingency of five percent was added to the baseline non-payroll expenditures in the proposed budget.
  - City Attorney Legal Services - \$1,500,000: This amount serves as a place holder budget to cover the estimated legal services costs for the City in FY 2022-2023.
  - Paving Condition Index (PCI) Investment - \$1,000,000: According to the recent Pavement Distress Survey, the baseline funding level of \$4 million per year is not sufficient to sustain the City's current average paving index at 60 points. Without additional funding, the City's PCI is projected to decline by 9 points to 51 in five years.
  - Point Molate Operating Expenditures - \$1,000,000: The City will have to cover the cost of security and maintenance costs for the site for FY 2022-2023.
  - Housing First - \$425,000: This allocation serves as an initial appropriation to develop a Housing First Framework to support the housing needs of some of Richmond's most vulnerable populations.
  - Public Bank - \$750,000: On April 5, 2022, the City Council approved the City of Richmond as a founding member of the Public Bank East Bay (PBEB).
  - Reparations, Equity, and Inclusion Implementation - \$250,000: On January 18, 2022, City Council approved a proposal from then-Vice Mayor Demnlus Johnson to support the research, development and implementation of various reparations, race, equity and inclusion-related items. In collaboration with the Richmond's GARE team, this funding is an initial allocation to begin work.
  - Literacy Fair - \$5,000: the City Council requested the fair to be added to the FY 2022-2023 budget.
  - Short-Term Emergency Housing Interventions - \$100,000: housing support to a family under extreme distress.

*Table 6: Adjustments incorporated since June 7, 2022, Presentation*

Funding Sources		Key Inclusions in the Proposed Budget		
June 7, 2022, Estimated Surplus	4,513,570	COLA/Class & Comp		7,385,608
Vacancy Saving Factor 6% of the Salary & Benefits	8,339,184	Inflation Factor (5%)		1,410,215
Transfer In From PTOR*	148,800	City Attorney Legal Services		1,500,000

Saving from Employment and Training Subsidy	418,000	Point Molate Expenses	1,000,000
Saving from RHA Subsidy	278,242	Additional Paving Index Investment	1,000,000
Other Saving	128,027	Housing First	425,000
		Public Bank	750,000
		Reparations, Equity, and Inclusion Implementation - Year One**	250,000
		Literacy Fair	5,000
		Short-term Emergency Housing Interventions	100,000
		New City-wide Appropriation Requests	Not included
		City-wide Position Requests	Not included
<b>Total Available</b>	<b>13,825,823</b>	<b>Total</b>	<b>13,825,823</b>

\*Pension Tax Override Reimbursement (PTOR)

### General Fund Reserve Level

General Fund Mid-Year 2021-2022 budget update included expenditure projections exceeding revenues by \$3.1 million, which was funded with already approved Set-asides (committed fund balance). In other words, the FY 2021-2022 expenditures were budgeted to exceed the revenues and use the use the General Fund fund-balance. However, Preliminary analysis of the current year's budget to actuals indicates General Fund revenue exceeding General Fund expenditures by \$12 million, mainly due to vacancy saving and other operating expenditures trending lower. The City staff feels confident that the set-asides created for FY 2021-2022 will not be needed and will need to be dissolved into the General Fund reserve (unassigned Fund Balance). The City staff estimate the FY 20221-2022 Year-End unassigned fund balance (reserve level) at \$45,562,126 which is 22.05 percent of the proposed expenditures budget for FY 2022-2023 well above the policy target reserve level of 15 percent. Given the FY 2021-2022 year-end reserve level, the proposed budget for FY 2022-2023 does not include any additional contribution to the reserve. The City staff will continue through the current year fiscal close process and return to the City Council in the fall of 2022 with final amounts and seek guidance on the use of the fund balance that is exceeding the policy reserve level of 15 percent.

### NON-GENERAL FUND/OTHER FUNDS

The total Non-General Fund budget is estimated at \$231,706,650 and includes funds

dedicated to several programs and services that require tracking of expenditures in specific funds. Table 7 below shows total proposed budget by fund type. the Fund level detailed proposed budget is listed in the Attachment 4, Fiscal Year 2022-2023 Comprehensive Budget by Fund.

Table 7: Non-General Fund Proposed Budget FY 2022-2023

<b>Fund Type</b>	<b>Proposed FY 2022-2023</b>
Other Operations	27,075,053
Special Revenue	39,674,849
Capital Improvement	37,256,854
Debt Service	21,612,086
Enterprise	70,579,794
Internal Service	25,169,925
Housing	5,458,047
Richmond Housing Authority	4,880,044
<b>Total</b>	<b>231,706,650</b>

## MAJOR CAPITAL PROJECTS

Total Capital Improvement Projects Proposed FY 2022-2023 Budget is \$37,256,854. Attachment 7 lists the Five-Year Capital Plan from FY 2022-2023 through 2026-2027, with individual project detail, timeline, and funding source. Many projects expand over multiple years; however, the projects are appropriated on an annual basis. Table 5 below lists Capital Improvement budget by fund.

Table 8: Total Capital Projects by Fund Proposed Budget FY 2022-2023

<b>Fund Number</b>	<b>Fund Name</b>	<b>Proposed FY 2022-2023</b>
1002	Gas Tax	2,815,755
1019	RMRA-SB1	2,395,337
1054	Engineering Grants	14,509,778
2001	General Capital	3,061,487
2002	Measure J	3,786,947
1004	Asset Seizure	20,000
1006	Outside Grants	8,662,839
2113	Fire Impact Fee	89,383
2110	Park Impact Fee	15,000
2111	Traffic Impact Fee	263,639
2116	Open Space Impact Fee	373,264

2117	Library Impact Fee	469,295
2120	Wastewater Impact Fee	794,130
<b>Total Capital Project Funds</b>		<b>\$37,256,854</b>

## CONCLUSION

The City's FY 2022-2023 Operating and CIP budget is balanced; however, it is important to note that there are several fiscal headwinds on the horizon, below is the list of some of those.

- **Class and Comp. Study Implementation:** The City's compensation plan is below market and is struggling to recruit and retain key staff positions, due to high turnover, the City is experiencing a historically high vacancy rate. To acknowledge the unfilled positions, The City Council has indicated to use a six percent salary and benefits saving rate in the proposed budget which off sets the Class and Comp. Study implementation costs. The City must monitor the number of vacant positions to meet the targeted vacancy savings otherwise the budgeted saving may turn into a fiscal cliff.
- **Unfunded Retirement and Other Post-Employment Benefits (OPEB) Liabilities:** according to the CalPERS Actuarial Valuation – June 30, 2020, reports, the funded ratios have slightly improved for both, Public Safety and Miscellaneous plans, however, total unfunded liability is still increased from \$351 million to \$367 million. Total OPEB Unfunded Actuarial Accrued Liability is estimated at \$102 million.
- **Paving Condition Index (PCI)/Sidewalk Repair Program:** A third party consultant Pavement Engineering Incorporation (PEI) PEI Inspected Arterial and Collector Road segments in the City of Richmond. The study concludes, to maintain the paving system at its current overall PCI of 60, the City will need to spend an average of \$22.9 million annually over the next 5 years. Maintaining the current funding level of approximately \$4 Million annually will result in a PCI loss of 9 points in 5 years to a PCI of 51. The investments in the City's infrastructure need a dramatic increase to improve and sustain its pavement infrastructure.
- **Risk Reserve Claim Costs:** Proposed FY 2022-2023 budget has underbudgeted claim costs (Workers Comp-\$3,047,073, General Liability-\$4,668,140) diverging from the recent actuarial studies' prescriptions. The underfunding of the Risk Reserve will decline the confidence level of the reserve and is not a fiscally prudent practice and can impact the City's capacity to pay its claim liabilities. The

City staff must monitor the Risk Reserve and the claim costs and may need to revise the contributions to the reserve around mid-year FY 2022-2023 update.

Table 9: Actuarial Review of the Self-Insured Worker's Compensation Program

City of Richmond Self-Insured Workers' Compensation Program Loss and ALAE Funding Guidelines for 2021-22 Self-Insured Retention (SIR) of \$750,000						
	Expected	Recommended Range				
		Marginally Acceptable 70% CL	Low 75% CL	Target 80% CL	High 85% CL	Conservative 90% CL
Loss and ALAE	\$8,931,000	\$9,994,000	\$10,414,000	\$10,896,000	\$11,494,000	\$12,289,000
ULAE	Not Included	0	0	0	0	0
Investment Income Offset	(774,000)	(866,000)	(903,000)	(944,000)	(996,000)	(1,065,000)
Discounted Loss and ALAE	\$8,157,000	\$9,128,000	\$9,511,000	\$9,952,000	\$10,498,000	\$11,224,000

Table 10: Actuarial Review of the Self-Insured Liability Program

City of Richmond Self-Insured Liability Program Estimated Liability for Unpaid Loss and LAE at June 30, 2021						
	Expected	Recommended Range				
		Marginally Acceptable 70% CL	Low 75% CL	Target 80% CL	High 85% CL	Conservative 90% CL
Loss and ALAE	\$14,920,000	\$16,502,000	\$17,173,000	\$17,964,000	\$18,964,000	\$20,292,000
ULAE	362,000	400,000	417,000	436,000	460,000	492,000
Investment Income Offset	(404,000)	(447,000)	(465,000)	(487,000)	(514,000)	(550,000)
Discounted Loss and LAE	\$14,878,000	\$16,455,000	\$17,125,000	\$17,913,000	\$18,910,000	\$20,234,000

## NEXT STEPS

The City staff will continue to monitor the City's financials closely and bring back the FY 2022-2023 first quarter update in October 2022. The City staff will also continue and developed a long term forecast around December 2022 to develop guidelines for FY 2023-2024 budget development. 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.

**DOCUMENTS ATTACHED:**

- Attachment 1 – Resolution Adopting the Fiscal Year 2022-2023 Operating Budget
- Attachment 2 – General Fund Revenue and Expenditures Summary
- Attachment 3 – General Fund Revenue and Expenditure Assumptions.
- Attachment 4 – Fiscal Year 2022-2023 Comprehensive Budget by Fund
- Attachment 5 – Fiscal Year 2022-2023 Operating Budget
- Attachment 6 – Resolution Approving Capital Improvement Plan for Fiscal Years 2022-2023 through 2026-2027
- Attachment 7 – Five-Year Capital Improvement Plan for Fiscal Year 2022-2023 through 2026-2027

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**City of Richmond  
Capital Improvement Projects  
FY2022-23 Budget**

	Gas Tax	RMRA SB1	Engineering Grants	Capital Outlay Fund	Measure C/J	Improvements Total
FUND	1002	1019	1054	2001	2002	
<b>Estimated Beginning Balance 07/01/2022</b>	821,148	2,198,952	(11,784,027)	3,061,487	771,169	<b>(4,931,271)</b>
<b>Revenues</b>						
Federal Grant Revenue			3,892,635			3,892,635
Other Grant Revenue			580,910		2,992,882	3,573,792
State and Local Taxes	3,203,193	2,510,376			1,300,000	7,013,569
State Grant Revenue			10,036,233			10,036,233
<b>Total Revenues</b>	<b>3,203,193</b>	<b>2,510,376</b>	<b>14,509,778</b>	<b>-</b>	<b>4,292,882</b>	<b>24,516,229</b>
<b>Expenditures</b>						
<b>Public Works Department</b>						
13TH STREET COMPLETE					793,870	793,870
AMERICANS WITH DISABILITIES ACT (ADA)						
MISCELLANEOUS SIDEWALK REPAIRS	36,105				294,065	330,170
ATP QUICK BUILD - CUTTING/HOFFMAN			625,212			625,212
ATP QUICK BUILD - HARBOUR WAY SOUTH			184,300			184,300
BOORMAN PARK REVITALIZATION			3,490,204			3,490,204
BRIDGE PREVENTIVE MAINTENANCE	248,340		1,875,803			2,124,143
CARLSON BLVD. CROSSTOWN CONNECTIONS AND IMPROVEMENTS			398,410			398,410
CORPORATION YARD BATHROOM REMODEL AND FUEL SITE UPGRADES				399,000		399,000
FIRE STATION 66 - GENDER SPECIFIC RESTROOM				275,052		275,052
GREENING THE YELLOW BRICK ROAD			351,769			351,769
GREENWAY REHAB AND BIKE EDUCATION	27,310		100,000			127,310
HARBOUR 8 PARK EXPANSION			6,194,260			6,194,260
HARBOUR WAY & WRIGHT SECTION 130			1,199,075			1,199,075
HARBOUR WAY IMPROVEMENT			82,500			82,500
HILLTOP FIRE STATION FUEL SYSTEM				50,000		50,000
I-80 CENTRAL INTERCHANGE PHASE II					2,199,012	2,199,012
MARTIN LUTHER KING JR. CENTER				267,692		267,692
MEMBERSHIP DUES (West Contra Costa Transportation Advisory Committee and Contra Costa Transportation Authority)					200,000	200,000
NATIVE AMERICAN HEALTH CENTER				50,000		50,000
PARKS YARD FUEL SITE SYSTEM UPGRADES				220,000		220,000
S. RICHMOND TRANSIT CONNECTIVITY IMPROVEMENT				65,000		65,000
S.F. BAY TRAIL PT. MOLATE				646,703		646,703
SHIMADA PARK RESTROOM				240,790		240,790

**City of Richmond  
Capital Improvement Projects  
FY2022-23 Budget**

	Gas Tax	RMRA SB1	Engineering Grants	Capital Outlay Fund	Measure C/J	Improvements Total
FUND	<b>1002</b>	<b>1019</b>	<b>1054</b>	<b>2001</b>	<b>2002</b>	
STREET AUDIT REPORT	4,000					4,000
STREET PAVING	2,500,000					2,500,000
STREET PAVING - SB1 - 37TH STREET		300,000				300,000
STREET PAVING - SB1 - CASTRO RANCH RD		329,168				329,168
STREET PAVING - SB1 - CUTTING BLVD. AND HARBOUR WAY SOUT		706,308				706,308
STREET PAVING - SB1 - MARINA WAY		59,861				59,861
STREET PAVING - SB1 - RICHMOND PARKWAY		1,000,000				1,000,000
SURFACE DRAINAGE					300,000	300,000
YELLOW BRICK ROAD			8,245			8,245
<b>Sub-Total - Public Works Department</b>	<b>2,815,755</b>	<b>2,395,337</b>	<b>14,509,778</b>	<b>2,214,237</b>	<b>3,786,947</b>	<b>25,722,054</b>
<b><u>Public Works Projects - Chevron Settlement Agreement 2018-19</u></b>						
AUDITORIUM UPGRADES (Main floor lighting, electrical & switch board upgrade, and remove curtains from stage area)				500,000		500,000
RECREATION COMPLEX HVAC				120,000		120,000
SHIELDS-REID COMMUNITY CENTER HVAC				127,250		127,250
<b>Sub-Total - Public Works Projects - Chevron Settlement Agreement 2018-19</b>	<b>-</b>		<b>-</b>	<b>747,250</b>	<b>-</b>	<b>747,250</b>
<b><u>Community Services</u></b>						
DEVELOPING PERSONAL RESOURCES CENTER				100,000		100,000
<b>Sub-Total - Community Services Department</b>	<b>-</b>		<b>-</b>	<b>100,000</b>	<b>-</b>	<b>100,000</b>
<b>Total Expenditures</b>	<b>2,815,755</b>	<b>2,395,337</b>	<b>14,509,778</b>	<b>3,061,487</b>	<b>3,786,947</b>	<b>26,569,304</b>
<b>Transfers in from:</b>						-
Total transfers in	-	-	-	-	-	-
<b>Transfers out to:</b>						-
Total transfers out	-	-	-	-	-	-
<b>Net transfers in/out</b>	<b>-</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Surplus/Deficit</b>	<b>387,438</b>	<b>115,039</b>	<b>-</b>	<b>(3,061,487)</b>	<b>505,935</b>	<b>(2,053,075)</b>
<b>Projected Ending Balance 6/30/2023</b>	<b>1,208,586</b>	<b>2,313,991</b>	<b>(11,784,027)</b>	<b>-</b>	<b>1,277,104</b>	<b>(6,984,346)</b>

**City of Richmond  
Capital Improvement Projects  
FY2022-23 Budget**

	<b>Asset Seizure</b>	<b>Outside Grants</b>	<b>Police Impact Fee</b>	<b>Fire Impact Fee</b>	<b>Rec/Aquatics Impact Fee</b>	<b>Improvements Total</b>
FUND	<b>1004</b>	<b>1006</b>	<b>2114</b>	<b>2113</b>	<b>2115</b>	
<b>Estimated Beginning Balance 07/01/2022</b>	326,963	(415,256)	580,957	89,515	513,506	<b>1,095,685</b>
<b><u>Revenues</u></b>						
Federal Grant Revenue	20,000	611,164				631,164
Other Grant Revenue						-
State and Local Taxes						-
State Grant Revenue		6,704,813				6,704,813
<b>Total Revenues</b>	<b>20,000</b>	<b>7,315,977</b>	-	-	-	<b>7,335,977</b>
<b><u>Expenditures</u></b>						
<b><u>Police Department</u></b>						
POLICE - ASSET RECOVERY EQUIPMENT - DOOR BREACH TOOLS	20,000					20,000
POLICE - EDWARD BYRNE JUSTICE GRANT 2019		63,333				63,333
POLICE - EDWARD BYRNE JUSTICE GRANT 2020		60,794				60,794
POLICE - PEER SUPPORT ENHANCEMENT		40,000				40,000
POLICE - SELECTIVE TRAFFIC ENFORCEMENT PROGRAM		235,000				235,000
<b>Sub-Total Police</b>	<b>20,000</b>	<b>399,127</b>	-	-	-	<b>419,127</b>
<b><u>Fire Department</u></b>						
FIRE - NON CAPITAL/REPLACE TURNOUT AND SAFETY EQUIPMENT FOR NEW STAFF				89,383		89,383
<b>Sub-Total Fire</b>	-	-	-	<b>89,383</b>		<b>89,383</b>
<b><u>ONS Department</u></b>						
ONS - PROF & ADMIN - CALIFORNIA VIOLENCE INTERVENTION PREVENTION (CALVIP)		565,000				565,000
ONS - PROF & ADMIN YOUTH REINVESTMENT		335,000				335,000
<b>Sub-Total ONS</b>		<b>900,000</b>	-	-	-	<b>900,000</b>
<b><u>Public Works Department</u></b>						
MARTIN LUTHER KING JR. (MLK) PARK TURF FIELD REPLACEMENT		234,000				234,000
<b>Sub-total Public Works Department</b>		<b>234,000</b>	-	-	-	<b>234,000</b>

**City of Richmond  
Capital Improvement Projects  
FY2022-23 Budget**

	Asset Seizure	Outside Grants	Police Impact Fee	Fire Impact Fee	Rec/Aquatics Impact Fee	Improvements Total
FUND	1004	1006	2114	2113	2115	
<b><u>Expenditures - continued</u></b>						
<b><u>Community Services Department</u></b>						
PROF & ADMIN/17-18 NRMF - BEATUFICATION		1,037				1,037
PROF & ADMIN/COOLING CENTER		100,000				100,000
PROF & ADMIN/NEVIN AND SHIELDS-REID RESILIENCE		100,000				100,000
<b>Sub-Total Community Services</b>	-	<b>201,037</b>	-	-	-	<b>201,037</b>
<b><u>Economic Development Department</u></b>						
CA ENERGY COM PHASE II (TWO YEAR TERM EMPLOYEE)		265,715				265,715
CALRECYCLE BEV CONTAINER		27,482				27,482
CALRECYCLE SB 1383 LOCAL ASSISTANCE		146,235				146,235
CANNABIS EQUITY PROGRAM		1,319,360				1,319,360
TERMINAL 4 WHARF REMOVAL		3,401,288				3,401,288
<b>Sub-Total Economic Development</b>		<b>5,160,080</b>	-	-	-	<b>5,160,080</b>
<b><u>Transportation Department</u></b>						
TRANSPORTATION - BIKE SHARE PROGRAM (STAFF TIME)		52,000				52,000
TRANSPORTATION - CEC PHASE II EV READY COMM P2 GRANT		554,949				554,949
TRANSPORTATION - MTC NYSTROM VILLAGE HUB		261,646				261,646
TRANSPORTATION - ON DEMAND SHUTTLE		900,000				900,000
<b>Sub-Total - Transportation</b>		<b>1,768,595</b>	-	-	-	<b>1,768,595</b>
<b>Total Expenditures</b>	<b>20,000</b>	<b>8,662,839</b>	<b>-</b>	<b>89,383</b>	<b>-</b>	<b>8,772,222</b>
<b>Transfers in from:</b>						
Total transfers in	-	-	-	-	-	-
<b>Transfers out to:</b>						
Total transfers out	-	-	-	-	-	-
<b>Net transfers in/out</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Surplus/Deficit</b>	<b>-</b>	<b>(1,346,862)</b>	<b>-</b>	<b>(89,383)</b>	<b>-</b>	<b>(1,436,245)</b>
<b>Projected Ending Balance 6/30/2023</b>	<b>326,963</b>	<b>(1,762,118)</b>	<b>580,957</b>	<b>132</b>	<b>513,506</b>	<b>(340,560)</b>

**City of Richmond  
Capital Improvement Projects  
FY2022-23 Budget**

	Park Impact Fee	Traffic Impact Fee	Facility Open Space Impact Fee	Library Impact Fee	Storm Drainage Impact Fee	Wastewater Impact Fee	Improvements Total
FUND	2110	2111	2116	2117	2119	2120	
<b>Estimated Beginning Balance 07/01/2022</b>	155,227	827,924	2,933,763	1,657,170	798,011	1,467,086	<b>7,839,181</b>
<b>Revenues</b>							
Fees							-
<b>Total Revenues</b>	-	-	-	-	-	-	-
<b>Expenditures</b>							
<b>Public Works Department</b>							
JPA SPORTS FIELD AGREEMENT	15,000						15,000
PT MOLATE BAY TRAIL			373,264				373,264
TRAFFIC SAFETY IMPROVEMENT		263,639					263,639
<b>Sub-total Public Works Department</b>	<b>15,000</b>	<b>263,639</b>	<b>373,264</b>	-	-	-	<b>651,903</b>
<b>Library &amp; Cultural Services Department</b>							
AMERICANS WITH DISABILITIES ACT (ADA) RAMP MAIN LIBRARY STAFF ENTRANCE				30,000			30,000
LIBRARY - CAP OUTLAY/AUTO EQUIPMENT >5,000 (NEW DELIVERY VAN AND NEW BOOKMOBILE)				140,000			140,000
LIBRARY - NONCAP ASSET/COMPUTER HARDWARE				68,161			68,161
LIBRARY - NONCAP ASSET/COMPUTER SOFTWARE <5K				3,500			3,500
LIBRARY - NONCAP ASSET/FURNITURE <5K				130,000			130,000
LIBRARY - NONCAP ASSET/OTHER EQUIPMENT				42,634			42,634
LIBRARY - PROFESSIONAL SERVICES (GRANT WRITER & DESIGN CONSULTANT)				55,000			55,000
<b>Sub-total - Library &amp; Cultural Services</b>	-	-	-	<b>469,295</b>	-	-	<b>469,295</b>
<b>Public Works - Wastewater</b>							
MANHOLE REHABILITATION						794,130	794,130
<b>Sub-total - Public Works Wastewater</b>						<b>794,130</b>	<b>794,130</b>
<b>Total Expenditures</b>	<b>15,000</b>	<b>263,639</b>	<b>373,264</b>	<b>469,295</b>	-	<b>794,130</b>	<b>1,915,328</b>
<b>Transfers out to:</b>							
Total transfers out	-	-	-	-	-	-	-
<b>Net transfers in/out</b>	-	-	-	-	-	-	-
<b>Net Surplus/Deficit</b>	<b>(15,000)</b>	<b>(508,000)</b>	<b>(373,264)</b>	<b>(469,295)</b>	-	<b>(794,130)</b>	<b>(1,915,328)</b>
<b>Projected Ending Balance 6/30/2023</b>	<b>140,227</b>	<b>319,924</b>	<b>2,560,499</b>	<b>1,187,875</b>	<b>798,011</b>	<b>672,956</b>	<b>5,923,853</b>

**City of Richmond  
Capital Improvement Projects  
FY2022-23 Budget**

	Harbor	Hilltop Impact Fee	Improvements Total
FUND	<b>2007</b>	<b>2118</b>	
<b>Estimated Beginning Balance 07/01/2022</b>	45,393	31,516	<b>4,080,504</b>
<b>Revenues</b>			
Interest			
Fees			
State and Local Taxes			
Other Revenue			
Uses of Money & Property			
<b>Total Revenues</b>		-	<b>31,852,206</b>
			-
<b>Total Expenditures</b>		-	<b>37,256,854</b>
<b>Transfers in from:</b>			
	Total transfers in	-	-
<b>Transfers out to:</b>			
	Total transfers out	-	-
	<b>Net transfers in/out</b>	-	-
<b>Net Surplus/Deficit</b>		-	<b>(5,404,648)</b>
<b>Projected Ending Balance 6/30/2023</b>	<b>45,393</b>	<b>31,516</b>	<b>(1,324,144)</b>

**City of Richmond  
Capital Improvement Projects  
Enterprise, Internal Services, and Other Operations Funds  
FY2022-23 Budget**

	<b>Port</b>	<b>Wastewater</b>	<b>Marina</b>	<b>KCRT</b>	<b>Equipment</b>	<b>Total</b>
	<b>4001</b>	<b>4003</b>	<b>4005</b>	<b>4008</b>	<b>5003</b>	
<b>Estimated Beginning Balance 07/01/2022</b>	11,588,088	14,830,208	4,162,408	976,705	3,100,141	<b>34,657,550</b>
<b><u>Revenues</u></b>						
Fees		36,000		1,250,000		1,286,000
Fines & Forfeitures		2,000				2,000
Rental Income	10,348,460		450,000			10,798,460
Charges for Services		26,905,520			5,546,018	32,451,538
Loan Proceeds		20,000,000				20,000,000
<b>Total Revenues</b>	<b>10,348,460</b>	<b>46,943,520</b>	<b>450,000</b>	<b>1,250,000</b>	<b>5,546,018</b>	<b>64,537,998</b>
<b><u>Expenditures</u></b>						
<b><u>Port</u></b>						
BERTH ELECTRIFICATION	750,000					750,000
PPMT ENVIRONMENTAL COMPLIANCE	100,000					100,000
PPMT GENERAL UPGRADES	250,000					250,000
RIGGERS LOFT MAINTENANCE	150,000					150,000
Port Operations	7,314,055					7,314,055
<b>Sub-Total - Port Department</b>	<b>8,564,055</b>	-	-	-	-	<b>8,564,055</b>
<b><u>Water Resource Recovery - Wastewater</u></b>						
DORNAN DRIVE FORCE MAIN		4,000,000				4,000,000
FERRY POINT DORNAN DRIVE PUMP STATION		375,000				375,000
FLEET REPLACEMENT CCTV TRUCK		515,000				515,000
FLOOD RISK REDUCTION RHEEM CREEK WATERSHED		1,598,844				1,598,844
GRIT & AERATION (SRF)		20,000,000				20,000,000
MARINA BAY FORCE MAIN RELOCATION		350,000				350,000
PIPELINE SEWER REHABILITATION PROJECT		3,325,000				3,325,000
SANITARY SEWER POINT REPAIRS		475,000				475,000
WWTP CO-GENERATION		1,461,280				1,461,280
WWTP DECHLORINATION SYSTEM REPLACEMENT		3,250,000				3,250,000
WWTP SEISMIC RETROFIT		325,000				325,000
WWTP SLUDGE THICKENER		630,061				630,061
Wastewater Operations		23,212,632				23,212,632
<b>Sub-Total - Water Resource Recovery - Wastewater Departm</b>	<b>-</b>	<b>59,517,817</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>59,517,817</b>

**City of Richmond  
Capital Improvement Projects  
Enterprise, Internal Services, and Other Operations Funds  
FY2022-23 Budget**

	Port	Wastewater	Marina	KCRT	Equipment	Total
	4001	4003	4005	4008	5003	
<b><u>Public Works</u></b>						
AREA FM CAP			929,161			929,161
Marina Operations			293,593			293,593
<b>Sub-Total - Public Works</b>	-	-	<b>1,222,754</b>	-	-	<b>1,222,754</b>
<b><u>KCRT</u></b>						
ENIGNIEERING (Microwave Transmission & Playback System)				120,000		120,000
KCRT Operations				1,155,168		1,155,168
<b>Sub-Total - KCRT</b>	-	-		<b>1,275,168</b>	-	<b>1,275,168</b>
<b><u>Equipment Services</u></b>						
FIRE VEHICLES					810,000	810,000
OTHER CITY VEHICLES					3,305,000	3,305,000
OTHER CITY EQUIPMENT					100,000	100,000
POLICE VEHICLES					1,451,000	1,451,000
Equipment Services - Debt Service - Fire					326,018	326,018
<b>Sub-total - Equipment Services</b>	-	-			<b>5,992,018</b>	<b>5,992,018</b>
<b><u>Information Technology</u></b>						
DESKTOP REFRESH					100,000	100,000
<b>Sub-total - Information Technology</b>					<b>100,000</b>	<b>100,000</b>
<b>Total Expenditures</b>	<b>8,564,055</b>	<b>59,517,817</b>	<b>1,222,754</b>	<b>1,275,168</b>	<b>6,092,018</b>	<b>76,671,812</b>
<b>Transfers in from:</b>						
General Fund for Equipment					100,000	100,000
General Fund for Debt Service					326,018	326,018
Total transfers in	-	-			426,018	426,018
<b>Transfers out to:</b>						
General Fund			86,778			86,778
Total transfers out	-	-	86,778	-	-	86,778
<b>Net transfers in/out</b>	<b>-</b>	<b>-</b>	<b>(86,778)</b>	<b>-</b>	<b>426,018</b>	<b>339,240</b>
<b>Net Surplus/Deficit</b>	<b>1,784,405</b>	<b>(12,574,297)</b>	<b>(859,532)</b>	<b>(25,168)</b>	<b>(119,982)</b>	<b>(11,794,574)</b>
<b>Projected Ending Balance 6/30/2023</b>	<b>13,372,493</b>	<b>2,255,911</b>	<b>3,302,876</b>	<b>951,537</b>	<b>2,980,159</b>	<b>22,862,976</b>

City of Richmond  
 Capital Improvement Projects  
 Housing Department and Other Operations Funds  
 FY2022-23 Budget

	CDBG	ECIA	ARPA	Total
<b>Estimated Beginning Balance 07/01/2022</b>	<b>1201</b> 1,281,334	<b>1017</b> 20,631,055	<b>1306</b> 13,834,443	<b>35,746,832</b>
<b><u>Revenues</u></b>				
<b><u>Interest</u></b>				
Interest and Investment Income	26,677			26,677
Federal Grants			2,770,400	2,770,400
State Grants				-
Other Grants		275,842		275,842
Loan/Bond Proceeds	149,898			149,898
<b>Total Revenues</b>	<b>176,575</b>	<b>275,842</b>	<b>2,770,400</b>	<b>3,222,817</b>
<b><u>Expenditures</u></b>				
<b><u>Public Works Department</u></b>				
YELLOW BRICK ROAD		1,313,655		1,313,655
URBAN FORESTRY		123,842		123,842
APRA/MAIN LIBRARY			452,000	452,000
ARPA/NEVIN CENTER			450,000	450,000
ARPA/RECREATION CENTER			451,000	451,000
ARPA/RICHMOND MUSEUM			467,400	467,400
ECIA Operations		9,486,735		9,486,735
Other Operations			950,000	950,000
<b>Sub-Total - Public Works Department</b>	<b>-</b>	<b>10,924,232</b>	<b>2,770,400</b>	<b>13,694,632</b>
<b><u>Community Services Capital</u></b>				
AMERICANS WITH DISABILITIES ACT (ADA) BOOKER T. ANDERSON (BTA)	485,000			485,000
AMERICANS WITH DISABILITIES ACT (ADA) PARCHESTER CENTER	450,000			450,000
CDBG Operations	46,745			46,745
<b>Sub-Total - Community Services Department Capital</b>	<b>981,745</b>	<b>-</b>	<b>-</b>	<b>981,745</b>

City of Richmond  
 Capital Improvement Projects  
 Housing Department and Other Operations Funds  
 FY2022-23 Budget

	CDBG	ECIA	ARPA	Total
	1201	1017	1306	
<b>Total Expenditures</b>	<b>981,745</b>	<b>10,924,232</b>	<b>2,770,400</b>	<b>14,676,377</b>
<b>Transfers in from:</b>				-
				-
Total transfers in	-	-	-	-
<b>Transfers out to:</b>				
Other Operatiions				-
Total transfers out	-	-	-	-
<b>Net transfers in/out</b>	-	-	-	-
<b>Net Surplus/Deficit</b>	<b>(805,170)</b>	<b>(10,648,390)</b>	-	<b>(11,453,560)</b>
<b>Projected Ending Balance 6/30/2023</b>	<b>476,164</b>	<b>9,982,666</b>	<b>13,834,443</b>	<b>24,293,272</b>

**City of Richmond**  
**Capital Unfunded Request FY2022/23 to FY2026/27**

Project Title	Adopted FY2022-23	Proposed FY2023-24	Proposed FY2024-25	Proposed FY2025-26	Proposed FY2026-27	*Fiscal Year Not Yet Assigned	Total
<b>Public Works Department</b>							
Corporation Yard . roof replacement building/B		\$ 350,000					\$ 350,000
Corporation Yard Facility Relocate			\$ 10,000,000				\$ 10,000,000
Crosswalk Improvements		\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000		\$ 600,000
Fairmede Soccer Field		\$ 45,000	\$ 217,500				\$ 262,500
Martin Luther King (MLK) Jr. Community Center			\$ 1,000,000	\$ 13,000,000			\$ 14,000,000
Playground restorations citywide			\$ 500,000	\$ 500,000			\$ 1,000,000
Pullman Neighborhood Park Additions		\$ 105,000	\$ 125,000				\$ 230,000
Replace two existing 2000 gls Fuel Tanks		\$ 250,000					\$ 250,000
Street Sweeping Signs at Richmond Annex		\$ 250,000					\$ 250,000
Wendell Park Renovations		\$ 2,000,000					\$ 2,000,000
ADA Facilities needs . ADA Improvements/priorities 1,2,3						\$ 10,000,000	\$ 10,000,000
ADA Ramps . ADA/Ramps						\$ 2,000,000	\$ 2,000,000
Art Center . Upgrade existing HVAC/system						\$ 500,000	\$ 500,000
Corporation Yard . replacement of fence greenway/only						\$ 135,000	\$ 135,000
Corporation Yard . two additional heavy duty/lifts						\$ 65,000	\$ 65,000
Corporation Yard . yr equipment replacement/thru 2026						\$ 20,000,000	\$ 20,000,000
Marina Park . Park lighting LED/conversion						\$ 1,500,000	\$ 1,500,000
Native American Health Center						\$ 150,000	\$ 150,000
Nicholl Park . Park lighting system/upgrade						\$ 2,000,000	\$ 2,000,000
Nicholl Park . Upgrade existing lighting/system						\$ 3,000,000	\$ 3,000,000
Pedestrian Signal . Install Pedestrian/Signals						\$ 2,000,000	\$ 2,000,000
Richmond Parkway		\$ 500,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 4,500,000
Richmond Transit Center . Roof/Repairs						\$ 250,000	\$ 250,000
Traffic Signals LED light repla. . Replace traffic signal LED/lights						\$ 250,000	\$ 250,000
<b>Unfunded Public Works - Total</b>		<b>\$ 3,650,000</b>	<b>\$ 12,992,500</b>	<b>\$ 14,650,000</b>	<b>\$ 1,150,000</b>	<b>\$ 42,850,000</b>	<b>\$ 75,292,500</b>
<b>Police Department</b>							
New Police Facility		\$ 2,000,000	\$ 78,000,000				\$ 80,000,000
<b>Unfunded Police Department - Total</b>		<b>\$ 2,000,000</b>	<b>\$ 78,000,000</b>	<b>\$ -</b>			<b>\$ 80,000,000</b>

City of Richmond

Capital Unfunded Request FY2022/23 to FY2026/27

Project Title	Adopted FY2022-23	Proposed FY2023-24	Proposed FY2024-25	Proposed FY2025-26	Proposed FY2026-27	*Fiscal Year Not Yet Assigned	Total
<b>Fire Department</b>							
Fire Station 66 Gender Specific Restroom		\$ 600,000					\$ 600,000
Replace Station 66			\$ 8,000,000				\$ 8,000,000
Replace Station 67			\$ 8,000,000				\$ 8,000,000
Training Tower at New Facility				\$ 800,000			\$ 800,000
<b>Unfunded Fire Department - Total</b>		<b>\$ 600,000</b>	<b>\$ 16,000,000</b>	<b>\$ 800,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 17,400,000</b>

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

<b>Community Services Department</b>							
Auditorium Lighting System on Stage		\$ 1,500,000					\$ 1,500,000
Parchester Community Center Roof Replacement		\$ 250,000					\$ 250,000
Replace Windows at the Recreation Complex (energy efficient)		\$ 65,000					\$ 65,000
Auditorium . Replace Asbestos Fire/Curtains						\$ 500,000	\$ 500,000
Auditorium . Auditorium Hallways Lighting/Improvement						\$ 750,000	\$ 750,000
Shields Reid Community Center . HVAC/Improvements						\$ 500,000	\$ 500,000

**City of Richmond**  
**Capital Unfunded Request FY2022/23 to FY2026/27**

Project Title	Adopted FY2022-23	Proposed FY2023-24	Proposed FY2024-25	Proposed FY2025-26	Proposed FY2026-27	*Fiscal Year Not Yet Assigned	Total
Equipment Services . ADA/Improvements						\$ 500,000	\$ 500,000
Parks Citywide . Playground/Restorations						\$ 2,000,000	\$ 2,000,000
<b>Unfunded Community Services Department - Total</b>		<b>\$ 1,815,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,250,000</b>	<b>\$ 6,065,000</b>
<b>Employment &amp; Training Department</b>							
Starlight Building Civic Center Employment and Training Roof		\$ 300,000					\$ 300,000
<b>Unfunded Employment &amp; Training Department - Total</b>		<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 300,000</b>
<b>Information Technology Department</b>							
Broadband Accessibility Project		\$ 500,000					\$ 500,000
Computer Replacement/Upgrades		\$ 1,473,333	\$ 1,473,333	\$ 1,473,333			\$ 4,420,000
Fiber Expansion		\$ 1,200,000	\$ 600,000	\$ 600,000	\$ 600,000		\$ 3,000,000
<b>Unfunded Information Technology Department - Total</b>		<b>\$ 3,173,333</b>	<b>\$ 2,073,333</b>	<b>\$ 2,073,333</b>	<b>\$ 600,000</b>	<b>\$ -</b>	<b>\$ 7,920,000</b>
<b>City Attorney Department</b>							
Access Compliance		\$ 246,931	\$ 246,931	\$ 171,296	\$ 246,931		\$ 912,089
Mid-Block Barriers		\$ 560,618	\$ 560,618		\$ 560,618		\$ 1,681,855
Pedestrian Signals		\$ 3,880	\$ 3,880	\$ 3,880	\$ 3,880		\$ 15,520
<b>Unfunded City Attorney Department - Total</b>		<b>\$ 811,429</b>	<b>\$ 811,429</b>	<b>\$ 175,176</b>	<b>\$ 811,429</b>		<b>\$ 2,609,464</b>
<b>Unfunded Request - Total</b>		<b>\$ 13,724,763</b>	<b>\$ 112,667,263</b>	<b>\$ 41,198,509</b>	<b>\$ 26,061,429</b>	<b>\$ 47,850,000</b>	<b>\$ 241,501,964</b>

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

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# Community Services 25

## Mission

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

## Overview

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

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

There are 11 community centers, two aquatics facilities, and one auditorium. We provide programs in youth sports, youth activities, aquatics, special events, and adult activities. Additionally, facilities are available for public use to celebrate a diversity of activities. Over the next five years, our plan is to improve all of our recreation facilities to meet today's standards for quality recreation services.



**Youth Participants  
Helping in the Park**



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



**Special Events**

# Community Services 25

## Plan Highlights

**Americans with Disabilities Act (ADA) – Booker T. Anderson Center**  
ADA Improvements throughout the facility – mandated by state law.

Project Cost: \$485,000  
Funding Source: CDBG

**Americans with Disabilities Act (ADA) – Parchester Community Center**  
ADA Improvements throughout the facility – mandated by state law.

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

**Auditorium Convention Center Upgrades**

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

Project Cost: \$500,000  
Funding Source:  
General Capital Fund

## Community Services Department-25 CIP Overview

### TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2021-22 Adopted	FY2021-22 Actual 3/31/2022	FY2022-23 Adopted	FY2023-24 Proposed	FY2024-25 Proposed	FY2025-26 Proposed	FY2026-27 Proposed	5 Year Total
<b>SOURCES BY FUND</b>								
Outside Grant-1006	-	-	-	-	-	-	-	-
Housing-1201	971,883	128,997	935,000	-	-	-	-	935,000
General Capital-2001	768,750	30,960	847,250	-	-	-	-	847,250
Community/Aquatics Impact Fee-2115	213,782	-	-	-	-	-	-	-
<b>TOTAL SOURCES BY FUND</b>	<b>1,954,415</b>	<b>159,957</b>	<b>1,782,250</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,782,250</b>
<b>USES BY PROJECT</b>								
American with Disabilities Act (ADA) Booker T. Anderson Community Center	450,000	-	485,000	-	-	-	-	485,000
American with Disabilities Act (ADA) Parchester Community Center	521,883	128,997	450,000	-	-	-	-	450,000
American with Disabilities Act (ADA) Shields-Reid Community Center	-	-	-	-	-	-	-	-
Auditorium Convention Center Upgrades	513,500	8,560	500,000	-	-	-	-	500,000
Developing Personal Resources Center (DPRC) Roof Repairs	100,000	-	-	-	-	-	-	-
John F. Kennedy (JFK) Swim Center Boiler	213,782	-	-	-	-	-	-	-
Nevin Community Center Heating Ventilation and Air Conditioning (HVAC) Upgrade	-	-	-	-	-	-	-	-
Recreation Complex HVAC System	-	-	120,000	-	-	-	-	120,000
Recreation Complex Roof Replacement	-	-	-	-	-	-	-	-
Recreation Complex Social Hall Repair and Paint	-	-	-	-	-	-	-	-
Richmond Senior Center Roof Replacement	-	-	-	-	-	-	-	-
Shields-Reid Community Center HVAC Upgrade	155,250	22,400	127,250	-	-	-	-	127,250
<b>TOTAL USES BY PROJECT</b>	<b>1,954,415</b>	<b>159,957</b>	<b>1,682,250</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,682,250</b>
<b>USES BY ORG CODE</b>								
Outside Grant-10651051	-	-	-	-	-	-	-	-
Housing-12138962	971,883	128,997	935,000	-	-	-	-	935,000
General Capital - Recreation-20151051	768,750	30,960	847,250	-	-	-	-	847,250
Community/Aquatics Impact Fee-21551051	213,782	-	-	-	-	-	-	-
<b>TOTAL USES BY ORG CODE</b>	<b>1,954,415</b>	<b>159,957</b>	<b>1,782,250</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,782,250</b>

## FY2022-23 to FY2026-27 Capital Improvement Plan

**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

<b>Project Name:</b>	Americans with Disabilities Act (ADA) Improvements Booker T Anderson Center	
<b>Project Manager:</b>	Yader Bermudez	
<b>Department Responsible:</b>	Community Services	
<b>Project Description:</b>	ADA Improvements.	
	Project ID: 03D06 Project Location: 960 S. 47th Street Planning and Design: \$ - Construction: \$ 485,000 Equipment: \$ - Contingency/Other: \$ - <b>FY2022-23 Total: \$ 485,000</b>	
	Estimated Start Date: 7/1/2021 Estimated Completion Date: 12/31/2023	
<b>Justification:</b>	Mandated by State law.	

Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
1201 CDBG	\$ -	\$ 485,000					\$ 485,000
<b>Total</b>	<b>\$ -</b>	<b>\$ 485,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 485,000</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

<b>Project Name:</b>	Americans with Disabilities Act (ADA) Improvements Parchester Center	
<b>Project Manager:</b>	Joe Leach	
<b>Department Responsible:</b>	Community Services	
<b>Project Description:</b>	ADA Improvements.	
	Project ID: 03F06 Project Location: 900 Williams Avenue Planning and Design: \$ - Construction: \$ 450,000 Equipment: \$ - Contingency/Other: \$ - <b>FY2022-23 Total: \$ 450,000</b>	
	Estimated Start Date: 7/1/2018 Estimated Completion Date: 12/31/2023	
<b>Justification:</b>	Mandated by State law.	

Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
1201 CDBG	\$ 13,650	\$ 469,000					\$ 482,650
<b>Total</b>	<b>\$ 13,650</b>	<b>\$ 469,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 482,650</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

<b>Project Name:</b>	Auditorium Convention Center Upgrades		
<b>Project Manager:</b>	Yader Bermudez		
<b>Department Responsible:</b>	Community Services		
<b>Project Description:</b>	This project includes making upgrades to: the main floor lighting, electrical and switch board, and remove fire curtain from the stage area.		
	Project ID:	CSA20	
	Project Location:	403 Civic Center Plaza	
	Planning and Design:	\$ -	
	Construction:	\$ 500,000	
	Equipment:	\$ -	
	Contingency/Other:	\$ -	
	<b>FY2022-23 Total:</b>	<b>\$ 500,000</b>	
	Estimated Start Date:	7/1/2018	
	Estimated Completion Date:	12/31/2023	
<b>Justification:</b>	This project is needed to comply with safety standards and allow for increased rental revenue.		

Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
1201 CDBG	\$ 1,157,970						\$ 1,157,970
2001 General Capital	\$ 121,680	\$ 500,000					\$ 621,680
<b>Total</b>	<b>\$ 1,279,650</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,779,650</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

<b>Project Name:</b>	Developing Personal Resources Center (DPRC)		
<b>Project Manager:</b>	Yader Bermudez		
<b>Department Responsible:</b>	Community Services		
<b>Project Description:</b>	Replace roof.		
	Project ID:	CSA21	
	Project Location:	1900 Barrett Avenue	
	Planning and Design:	\$	-
	Construction:	\$	100,000
	Equipment:	\$	-
Contingency/Other:	\$	-	
<b>FY2022-23 Total:</b>	<b>\$</b>	<b>100,000</b>	
Estimated Start Date:	7/1/2018		
Estimated Completion Date:	12/31/2023		
<b>Justification:</b>			



Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
2001 General Capital		\$ 100,000					\$ 100,000
							\$ -
<b>Total</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

<b>Project Name:</b>	Recreation Complex Heating Ventilation and Air Conditioning (HVAC) System	
<b>Project Manager:</b>	Yader Bermudez	
<b>Department Responsible:</b>	Community Services	
<b>Project Description:</b>	New HVAC System.	
	Project ID: CSA24 Project Location: 3230 Macdonald Avenue Planning and Design: \$ - Construction: \$ 120,000 Equipment: \$ - Contingency/Other: \$ - <b>FY2022-23 Total: \$ 120,000</b>	
	Estimated Start Date: 7/1/2019 Estimated Completion Date: 6/30/2023	
<b>Justification:</b>		

Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
2001 General Capital		\$ 120,000					\$ 120,000
<b>Total</b>	\$ -	<b>\$ 120,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 120,000</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

<b>Project Name:</b>	Shields Reid Center Heating Ventilation and Air Conditioning (HVAC) Upgrade	
<b>Project Manager:</b>	Joe Leach	
<b>Department Responsible:</b>	Community Services	
<b>Project Description:</b>	Upgrade existing HVAC System.	
	Project ID: CSA27 Project Location: 1410 Kelsey Street Planning and Design: \$ - Construction: \$ 127,250 Equipment: \$ - Contingency/Other: \$ - <b>FY2022-23 Total: \$ 127,250</b>	
	Estimated Start Date: 7/1/2022 Estimated Completion Date: 6/30/2023	
<b>Justification:</b>		

Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
2001 General Capital		\$ 127,250					\$ 127,250
<b>Total</b>	\$ -	<b>\$ 127,250</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 127,250</b>

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

## Mission

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

## Overview

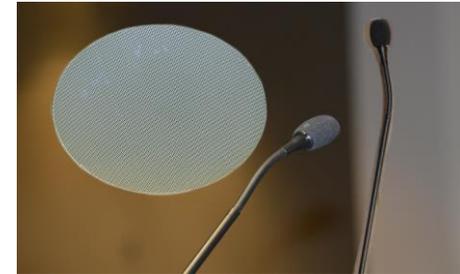
Using KCRT, KCOR, the City’s Traffic Information & Safety (TIS) AM radio station, and KCRT.com’s video streaming for the web, the Cable Television Division disseminates public information and emergency information from the Emergency Operations Center (EOC) during times of crisis or disaster.

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

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

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

All funding for KCRT’s Capital Improvement Plan (CIP) comes from Cable Franchise Fees and the PEG (Public-Education-Government) Access Pass-Thru.



Chambers Audio System



Media Center Upgrade



Playback Control System

## Information Technology 26 – KCRT Cable TV Division

### Plan Highlight

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

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

Project Cost: \$120,000  
Funding Source: Cable  
Franchise Fees

## Information Technology-26

### KCRT Cable Television CIP Overview

#### TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2021-22 Adopted	FY2021-22 Actual 3/31/2022	FY2022-23 Adopted	FY2023-24 Proposed	FY2024-25 Proposed	FY2025-26 Proposed	FY2026-27 Proposed	5 Year Total
<b>SOURCES BY FUND</b>								
Information Technology/KCRT-4008	220,000	19,901	120,000	-	-	-	-	120,000
<b>TOTAL SOURCES BY FUND</b>	<b>220,000</b>	<b>19,901</b>	<b>120,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>120,000</b>
<b>USES BY PROJECT</b>								
Engineering; (Microwave Transmission & Playback System)	220,000	19,901	120,000					120,000
<b>TOTAL USES BY PROJECT</b>	<b>220,000</b>	<b>19,901</b>	<b>120,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>120,000</b>
<b>USES BY ORG CODE</b>								
KCRT Cable TV-40864281	220,000	19,901	120,000	-	-	-	-	120,000
<b>TOTAL USES BY ORG CODE</b>	<b>220,000</b>	<b>19,901</b>	<b>120,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>120,000</b>

## FY2022-23 to FY2026-27 Capital Improvement Plan

**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

<b>Project Name:</b>	Multi-Media (Council Chambers & Studio Equipment)	
<b>Project Manager:</b>	Sue Hartman	
<b>Department Responsible:</b>	Information Technology - KCRT	
<b>Project Description:</b>	Replace and update Council Chambers equipment, including cameras and switcher, to HD quality.	
	Project ID:	06D03
	Project Location:	Civic Center Plaza
	Planning and Design:	\$ -
	Construction:	\$ -
	Equipment:	\$ 120,000
	Contingency/Other:	\$ -
<b>FY2022-23 Total:</b>	<b>\$ 120,000</b>	
Estimated Start Date:	7/1/2020	
Estimated Completion Date:	Ongoing	
<b>Justification:</b>	To improve media broadcasting internally and externally with the option of true HD in compliance with current Americans with Disabilities Act (ADA) standards.	



Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
4008 KCRT	Ongoing	\$ 120,000					\$ 120,000
<b>Total</b>	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ 120,000

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

## Mission

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

## Overview

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

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

## Plan Highlight

### Vehicle and Equipment Replacement

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



Fleet Maintenance  
Equipment



Street Sweeper

Project Cost: \$20,446,336 over next 5 years

Funding Source: Equipment Services – Replacement Fund

## Public Works Department-23

### Equipment Services CIP Overview

#### TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2021-22 Adopted	FY2021-22 Actual 3/31/2022	FY2022-23 Adopted	FY2023-24 Proposed	FY2024-25 Proposed	FY2025-26 Proposed	FY2026-27 Proposed	5 Year Total
<b>SOURCES BY FUND</b>								
Public Works Equipment Services-5003	2,858,391	537,756	5,666,000	3,532,900	3,638,887	3,748,054	3,860,495	20,446,336
<b>TOTAL SOURCES BY FUND</b>	<b>2,858,391</b>	<b>537,756</b>	<b>5,666,000</b>	<b>3,532,900</b>	<b>3,638,887</b>	<b>3,748,054</b>	<b>3,860,495</b>	<b>20,446,336</b>

#### USES BY PROJECT

Fire Vehicles - 03A04	900,000		810,000	448,050	461,492	475,336	489,596	2,684,474
Other City Equipment - 03D04			100,000	103,000	106,090	109,273	112,551	530,914
Other City Vehicles - 03C04	1,152,403	380,593	3,305,000	2,363,850	2,434,766	2,507,808	2,583,043	13,194,467
Police Vehicles - 03B04	805,988	157,163	1,451,000	618,000	636,540	655,636	675,305	4,036,481
<b>TOTAL USES BY PROJECT</b>	<b>2,858,391</b>	<b>537,756</b>	<b>5,666,000</b>	<b>3,532,900</b>	<b>3,638,887</b>	<b>3,748,054</b>	<b>3,860,495</b>	<b>20,446,336</b>

#### USES BY ORG CODE

Public Works Equipment Services-50336031	2,858,391	537,756	5,666,000	3,532,900	3,638,887	3,748,054	3,860,495	20,446,336
<b>TOTAL USES BY ORG CODE</b>	<b>2,858,391</b>	<b>537,756</b>	<b>5,666,000</b>	<b>3,532,900</b>	<b>3,638,887</b>	<b>3,748,054</b>	<b>3,860,495</b>	<b>20,446,336</b>

## FY2022-23 to FY2026-27 Capital Improvement Plan

**City of Richmond**  
 Capital Improvement Plan  
 FY2023 through FY2027  
**Project Description Report**

<b>Project Name:</b>	Fleet Replacement		
<b>Project Manager:</b>	Dee Karnes		
<b>Department Responsible:</b>	Public Works - Equipment Services		
<b>Project Description:</b>	Fire Vehicles - 03A04 - \$810,000 Other City Equipment - 03D04 - 100,000 Other City Vehicles - 03C04 - \$3,305,000 Police Vehicles - 03B04 - \$1,451,000  Project Location: 6 13th Street Planning and Design: \$ - Construction: \$ - Equipment: \$ 5,666,000 Contingency/Other: \$ - <b>FY2022-23 Total: \$ 5,666,000</b>		
	Estimated Start Date:	7/1/2015	
	Estimated Completion Date:	Ongoing	



**Justification:** The City's vehicles and equipment fleet have a serviceable life cycle. Once reached, the vehicles and equipment need to be replaced to provide the City with safe, efficient and cost-effective transportation.

Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
5003 Equipment Services	Ongoing	\$ 5,666,000	\$ 3,532,900	\$ 3,638,887	\$ 3,748,054	\$ 3,860,495	\$ 20,446,336
<b>Total</b>	<b>\$ -</b>	<b>\$ 5,666,000</b>	<b>\$ 3,532,900</b>	<b>\$ 3,638,887</b>	<b>\$ 3,748,054</b>	<b>\$ 3,860,495</b>	<b>\$ 20,446,336</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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# Economic Development-36

## Mission

To implement City Council policy through effective day-to-day oversight of operating departments, and through the initiation, development, and implementation of programs that provide for the efficient, effective, and equitable delivery of services to all those who live and work in the City of Richmond.

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

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



## Plan Highlight

### Area FM CAP

To meet state regulator Department of Toxic Substances Control (DTSC) requirements to clear and cap former WWII shipbuilding contaminated site owned by City of Richmond.



Solar Big Belly Trash Compactor

Project Cost: \$929,161  
Funding Source:  
General Capital

# City Manager's Office, Economic Development-36

## CIP Overview

### TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2021-22 Adopted	FY2021-22 Actuals 3/31/2022	FY2022-23 Adopted	FY2023-24 Proposed	FY2024-25 Proposed	FY2025-26 Proposed	FY2026-27 Proposed	Total
<b>SOURCES BY FUND</b>								
General Capital-2001	428,683	306,345		-	-	-		-
Marina-4005	946,161		929,161					929,161
<b>TOTAL SOURCE BY FUND</b>	<b>1,374,844</b>	<b>306,345</b>	<b>929,161</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>929,161</b>
<b>USES BY PROJECT</b>								
Area FM CAP	946,161		929,161					929,161
Solar Big Belly Trash Compactor	428,683	306,345						-
<b>TOTAL USES BY PROJECT</b>	<b>1,374,844</b>	<b>306,345</b>	<b>929,161</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>929,161</b>
<b>USES BY ORG CODE</b>								
General Capital-20161031	428,683	306,345	-	-	-	-		-
Marina-40536031	946,161		929,161					929,161
<b>TOTAL USES BY ORG CODE</b>	<b>1,374,844</b>	<b>306,345</b>	<b>929,161</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>929,161</b>

## FY2022-23 to FY2026-27 Capital Improvement Plan

**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

<b>Project Name:</b>	Area FM Cap		
<b>Project Manager:</b>	Craig Murray		
<b>Department Responsible:</b>	Public Works		
<b>Project Description:</b>	<p>Work to implement Cap on Area FM in Marina Bay.</p> <p>Meet State Regulator DTSC requirements to clear and cap former WWII shipbuilding contaminated site owned by City of Richmond.</p>		
	Project ID:	23011	
	Project Location:	1340 Marina Way S.	
	Planning and Design:	\$ 26,500	
	Construction:	\$ 667,000	
	Equipment:	\$ 235,661	
	Contingency/Other:	\$ -	
	<b>FY2022-23 Total:</b>	<b>\$ 929,161</b>	
	Estimated Start Date:	7/1/2021	
	Estimated Completion Date:	10/1/2023	
<b>Justification:</b>	State of CA DTSC required. Project effort to meet state regulatory guidelines on managing and capping the site. Assists the City in protecting public health and City exposure to State fines.		

Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
4005 Marina	New	\$ 929,161					\$ 929,161
<b>Total</b>	<b>\$ -</b>	<b>\$ 929,161</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 929,161</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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# Port of Richmond-36

## Mission

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

## Overview

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

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

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

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



Port of Richmond



Terminal 2 - Dredging



Terminal 3 – Power Maintenance

# Port of Richmond-36

**Plan Highlights:**

**Point Potrero Marine Terminal (PPMT) Bert Electrification**

Install shore power system consistent with the requirements of the California Air Resources Board. This project will install electrical substation, conduits, conductors, and plug-in equipment at the PPMT berth.

Project Cost: \$750,000  
Funding Source: Port Revenue

**Point Potrero Marine Terminal (PPMT) General Upgrades**

This includes pavement, electrical, water, and various repairs. PPMT requires regular upgrades to infrastructure within the terminal. This updates these systems with modern infrastructure to continue operations.

Project Cost: \$250,000  
Funding Source: Port Revenue

## Port Operations Department-36

### TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2021-22 Adopted	FY2021-22 Actual 3/31/2022	FY2022-23 Adopted	FY2023-24 Proposed	FY2024-25 Proposed	FY2025-26 Proposed	FY2026-27 Proposed	5 Year Total
<b>SOURCES BY FUND</b>								
Port Operations CIP Division-4001	844,000	82,374	1,250,000	-	-	-	-	1,250,000
<b>TOTAL SOURCES BY FUND</b>	<b>844,000</b>	<b>82,374</b>	<b>1,250,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,250,000</b>
<b>USES BY PROJECT</b>								
Point Potrero Marine Terminal (PPMT) Lighting								-
Point Potrero Marine Terminal Berths 7 and 8 Ventrification	83,000							-
Point Potrero Marine Terminal Berth Electrification			750,000					750,000
Point Potrero Marine Terminal Electrical System	50,000	35,319						-
Point Potrero Marine Terminal Environmental Compliance			100,000					100,000
Point Potrero Marine Terminal General Upgrades			250,000					250,000
PPMT Fence Repairs	87,515	43,515						-
PPMT Rehab	60,000							-
Point Potrero Marine Terminal Graving Basin Water Line	56,397							-
Point Potrero Marine Terminal Machine Shop	3,000							-
Point Potrero Marine Terminal Riggers Loft Maintenance			150,000					150,000
Terminal 2 - Dredging	275,000							-
Terminal 2 Dock Study/Repair	225,000							-
Terminal 2 - Improvements	4,088	3,540						-
<b>TOTAL USES BY PROJECT</b>	<b>844,000</b>	<b>82,374</b>	<b>1,250,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,250,000</b>
<b>USES BY ORG CODE</b>								
Port Operations CIP Division-40183080	844,000	82,374	1,250,000	-	-	-	-	1,250,000
<b>TOTAL USES BY ORG CODE</b>	<b>844,000</b>	<b>82,374</b>	<b>1,250,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,250,000</b>

## FY2022-23 to FY2025-26 Capital Improvement Plan

**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

<b>Project Name:</b>	Point Potrero Marine Terminal (PPMT) Berth Electrification		
<b>Project Manager:</b>	Lizeht Zepeda		
<b>Department Responsible:</b>	Port of Richmond		
<b>Project Description:</b>	Install shore power system consistent with the requirements of the California Air Resources Board. This project will install electrical substation, conduits, conductors, and plug-in equipment at the PPMT berth.		
	Project ID:	36003	
	Project Location:	PPMT	
	Planning and Design:	\$ 50,000	
	Construction:	\$ 700,000	
	Equipment:	\$ -	
	Contingency/Other:	\$ -	
	<b>FY2022-23 Total:</b>	<b>\$ 750,000</b>	
	Estimated Start Date:	9/1/2022	
	Estimated Completion Date:	1/31/2023	

**Justification:** The provision of shore power at berth is a requirement of the State of California. The Port has submitted a grant application to help subsidize the cost of these improvements.

Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
4001 Port	\$ -	\$ 750,000					\$ 750,000
<b>Total</b>	<b>\$-</b>	<b>\$750,000</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$750,000</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

<b>Project Name:</b>	Point Potrero Marine Terminal (PPMT) Environmental Compliance	
<b>Project Manager:</b>	Lizeht Zepeda	
<b>Department Responsible:</b>	Port of Richmond	
<b>Project Description:</b>	Compliance with Department of Toxic Substances Control (DTSC) requirements. This project will complete installation of monitoring wells, field verification, and repairs to the cap as required by the DTSC	
	Project ID: 36006	
	Project Location: PPMT	
	Planning and Design: \$ -	
	Construction: \$ 100,000	
	Equipment: \$ -	
	Contingency/Other: \$ -	
	<b>FY2022-23 Total:</b> \$ 100,000	
	Estimated Start Date: 9/1/2022	
	Estimated Completion Date: 4/30/2023	

**Justification:** A section of PPMT is subject to the jurisdiction of the California Department of Toxic Substance Control. The Port expects to install a new monitoring well as well as complete an evaluation of the cap's performance.

Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
4001 Port	\$ -	\$ 100,000					\$ 100,000
<b>Total</b>	<b>\$-</b>	<b>\$100,000</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$100,000</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

<b>Project Name:</b>	Point Potrero Marine Terminal (PPMT) General Upgrades		
<b>Project Manager:</b>	Lizeht Zepeda		
<b>Department Responsible:</b>	Port of Richmond		
<b>Project Description:</b>	<p>This includes pavement, electrical, water, and various repairs. PPMT requires regular upgrades to infrastructure within the terminal. This updates these systems with modern infrastructure to continue operations.</p> <p>Project ID: 36004</p> <p>Project Location: PPMT</p> <p>Planning and Design: \$ 20,000</p> <p>Construction: \$ 230,000</p> <p>Equipment:</p> <p>Contingency/Other \$ -</p> <p><b>FY2022-23 Total: \$ 250,000</b></p>		
	Estimated Start Date: 11/1/2022		
	Estimated Completion Date: 1/31/2023		

**Justification:** This project preserves infrastructure that is currently leased to tenants of the Port. Maintaining the infrastructure is a requirement of the Port's lease with its tenants.

Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
4001 Port	\$ -	\$ 250,000					\$ 250,000
<b>Total</b>	<b>\$-</b>	<b>\$250,000</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$250,000</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

<b>Project Name:</b>	Point Potrero Marine Terminal (PPMT) Riggers Loft Maintenance	
<b>Project Manager:</b>	Lizeht Zepeda	
<b>Department Responsible:</b>	Port of Richmond	
<b>Project Description:</b>	Repair roof and paint	
	Project ID: 36005 Project Location: Planning and Design: \$ - Construction: \$ 150,000 Equipment: \$ - Contingency/Other: \$ - <b>FY2022-23 Total: \$ 150,000</b>	
	Estimated Start Date: 9/1/2022 Estimated Completion Date: 10/31/2022	

**Justification:** The Port invested almost \$5 million on rehabilitation of the Riggers Loft Building in 2012. The building requires regular maintenance to ensure it remains functional especially given the marine environment.

Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
4001 Port	\$ -	\$ 150,000					\$ 150,000
<b>Total</b>	<b>\$-</b>	<b>\$150,000</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$150,000</b>

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

## Mission

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

## Overview

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

Wastewater collection and treatment system Capital Improvement Plan (CIP) projects are evaluated using the following criteria established by the City and Veolia:

- Projects needed for health and safety
- Projects needed to maintain the quality of effluent flow
- Projects driven by regulatory requirements
- Projects that ensure adequate process reliability
- Projects that improve efficiency and effectiveness
- Projects needed to meet requirements in the Baykeeper settlement agreement and Clean Water Act



CO-GEN



SCADA



GRIT/AERATIO

# Public Works – Water Resources Recovery Division

## Plan Highlights

### Brick Manhole Rehabilitation

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

Project Cost: \$1,794,130  
Total Project Cost over five fiscal years

Funding Source:  
Enterprise Fund

### Sanitary Sewer Pipeline Rehabilitation

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

Project Cost:  
\$13,325,000 Total  
Project Cost over five fiscal years

Funding Source:  
Enterprise Fund

### Ferry Point Pump Station Upgrades

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

Project Cost: \$3,816,000  
estimated cost over two years

Funding Source:  
Enterprise Fund

### Dornan Drive Force Main Sanitary Sewer Upgrades

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

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

Funding Source:  
Enterprise Fund

## Public Works – Water Resources Recovery Division

### Wastewater Treatment Plant Critical Improvements

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

Project Cost:  
\$34,314,184 Total  
Project Cost over  
multiple fiscal years.

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

## Public Works - Water Resource Recovery Department-22 Wastewater CIP Overview

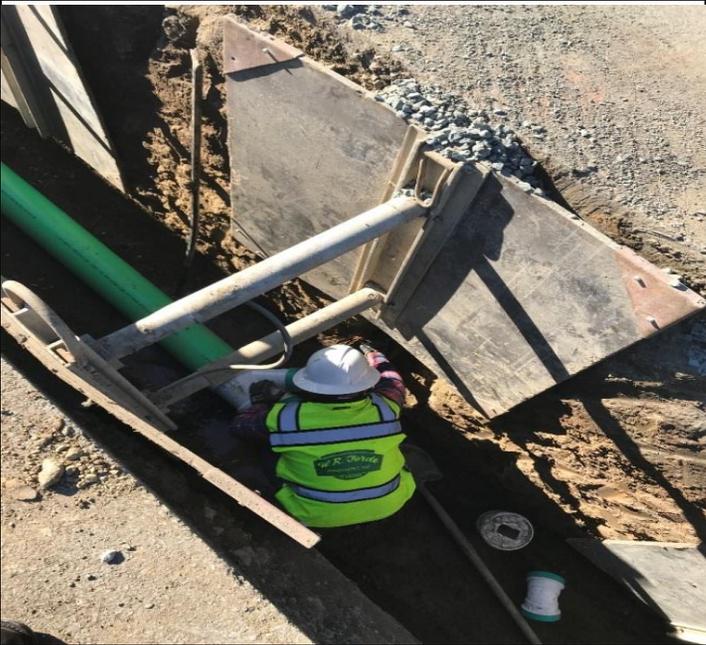
### TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2021-22 Adopted	FY2021-22 Actual 3/31/2022	FY2022-23 Adopted	FY2023-24 Proposed	FY2024-25 Proposed	FY2025-26 Proposed	FY2026-27 Proposed	5 Year Total
<b>SOURCES BY FUND</b>								
Wastewater - 4003	63,756,081	18,020,186	36,305,185	1,955,870	1,955,870	1,955,870	1,955,870	44,128,665
Wastewater Impact Fee - 2120	1,946,212	794,130	794,130	794,130	794,130	794,130	794,130	3,970,650
<b>TOTAL SOURCES BY FUND</b>	<b>65,702,293</b>	<b>18,814,316</b>	<b>37,099,315</b>	<b>2,750,000</b>	<b>2,750,000</b>	<b>2,750,000</b>	<b>2,750,000</b>	<b>48,099,315</b>
<b>USES BY PROJECT</b>								
2017A Bond Cutting Carlson, Hoffman Sewer Capa	647,041							-
2017A Bond Design Services	714,751	197,976						-
Brick Manhole Rehabilitation Project	794,130	38,170	794,130	250,000	250,000	250,000	250,000	1,794,130
Design Cutting, Carlson, Hoffman Sewer Capacity	778,080	60,316						-
Dornan Drive Force Main	4,000,000		4,000,000					4,000,000
Ferry Point Dornan Drive Pump Station	3,816,164	175,878	375,000					375,000
First and Bissell Sewer Rehabilitation	365,620	355,185						-
First Street Wet Weather	2,719,422	2,471,379						-
Fleet Replacement/CCTV Truck	1,570,000		515,000					515,000
Flood Risk Reduction Rheem Creek Watershed			1,598,844					1,598,844
Grit and Aeration Replacement	34,314,184	11,429,037	20,000,000					20,000,000
Macdonald and Virginia Sewer Capacity	593,308	499,937						-
Marina Bay Parkway Force Main	511,232	83,633	350,000					350,000
Sanitary Sewer Pipeline Rehabilitation Project	5,442,653	2,044,920	3,325,000	2,500,000	2,500,000	2,500,000	2,500,000	13,325,000
Sanitary Sewer Point Repairs	500,000	16,345	475,000					475,000
Wastewater Treatment Plant (WWTP)								
Cogeneration	2,652,082	174,373	1,461,280					1,461,280
WWTP Dechlorination System Replacement	3,521,283		3,250,000					3,250,000
WWTP Supervisory Control and Data Acquisition (SCADA) Upgrades	899,658	899,658						-
WWTP Seismic Retrofit - Phase II	345,479	35,044	325,000					325,000
WWTP Sludge Thickener Replacement	1,517,206	332,465	630,061					630,061
<b>TOTAL USES BY PROJECT</b>	<b>65,702,293</b>	<b>18,814,316</b>	<b>37,099,315</b>	<b>2,750,000</b>	<b>2,750,000</b>	<b>2,750,000</b>	<b>2,750,000</b>	<b>48,099,315</b>
<b>USES BY ORG CODE</b>								
Wastewater CIP - 40322931	63,756,081	18,020,186	36,305,185	1,955,870	1,955,870	1,955,870	1,955,870	44,128,665
Wastewater Impact Fee - 22022031	1,946,212	794,130	794,130	794,130	794,130	794,130	794,130	3,970,650
<b>TOTAL USES BY ORG CODE</b>	<b>65,702,293</b>	<b>18,814,316</b>	<b>37,099,315</b>	<b>2,750,000</b>	<b>2,750,000</b>	<b>2,750,000</b>	<b>2,750,000</b>	<b>48,099,315</b>

### FY2022-23 to FY2026-27 Capital Improvement Plan

**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

<b>Project Name:</b>	Dornan Drive. Force Main Sewer Rehabilitation	
<b>Project Manager:</b>	Joe Leach	
<b>Department Responsible:</b>	Publi Works - Water Resources Recovery	
<b>Project Description:</b>	This project is to replace the force main portion of the sanitary sewer located on Dornan Drive. The line is beyond its useful life and needs to be replaced.	
	Project ID:	4003-40322931-400708      01U10
	Project Location:	601 Canal Blvd.
	Planning and Design:	
	Construction:	\$ 4,000,000
	Equipment:	\$ -
	<b>FY2022-23 Total:</b>	<b>\$ 4,000,000</b>
Estimated Start Date:	7/1/2021	
Estimated Completion Date:	6/30/2023	
<b>Justification:</b>	Prevent sanitary sewer overflows (SSOs).	



Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
4003 Wastewater		\$ 4,000,000					\$ 4,000,000
<b>Total</b>	\$ -	\$ 4,000,000	\$ -	\$ -	\$ -	\$ -	\$ 4,000,000

<b>Estimated Operation and Maintenance Cost:</b>	\$ -
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

<b>Project Name:</b>	Ferry Point Dornan Drive Pump Station	
<b>Project Manager:</b>	Joe Leach	
<b>Department Responsible:</b>	Public Works - Water Resource Recovery	
<b>Project Description:</b>	This project will upgrade the sanitary sewer pump station located at Ferry Point. It will accommodate the additional housing for the Terminal One Development Project.	
	Project ID:	4003-40322931-400708      01U10
	Project Location:	601 Canal Blvd.
	Planning and Design:	
	Construction:	\$      375,000
	Equipment:	\$      -
	Contingency/Other:	\$      -
	<b>FY2022-23 Total:</b>	<b>\$      375,000</b>
	Estimated Start Date:	7/1/2021
	Estimated Completion Date:	6/30/2023
<b>Justification:</b>	Pump station is not adequate to serve the needs of Terminal 1 Development.	



Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
4003 Wastewater		\$      375,000					\$      375,000
<b>Total</b>	\$   -	\$      375,000	\$      -	\$      -	\$      -	\$      -	\$      375,000

<b>Estimated Operation and Maintenance Cost:</b>	\$	-
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

<b>Project Name:</b>	Fleet Replacement - Close Circuit Television Camera Truck	
<b>Project Manager:</b>	Joe Leach	
<b>Department Responsible:</b>	Public Works - Water Resource Recovery	
<b>Project Description:</b>	Replacement of aging CCTV Vehicle for Sanitary Collections system operation and maintenance work	
	Project ID:	4003-40322931-400705      03C04
	Project Location:	601 Canal Blvd.
	Planning and Design:	
	Construction:	\$ -
	Equipment:	\$ 500,000
	Contingency/Other (accessories):	\$ 15,000
	<b>FY2022-23 Total:</b>	<b>\$ 515,000</b>
Estimated Start Date:	7/1/2021	
Estimated Completion Date:	6/30/2023	
<b>Justification:</b>	Replacement of aging CCTV Vehicle for Sanitary Collections system operation and maintenance work.	



Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
4003 Wastewater		\$ 515,000					\$ 515,000
<b>Total</b>	<b>\$ -</b>	<b>\$ 515,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 515,000</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

<b>Project Name:</b>	Flood Risk Reduction Rheem Creek Watershed	
<b>Project Manager:</b>	Patrick Phelan	
<b>Department Responsible:</b>	Public Works - Water Resource Recovery	
<b>Project Description:</b>	<p>New</p> <p>Project ID: 22A02</p> <p>Project Location:</p> <p>Planning and Design:</p> <p>Construction: \$ 1,598,844</p> <p>Equipment: \$ -</p> <p>Contingency/Other: \$ -</p> <p><b>FY2022-23 Total: \$ 1,598,844</b></p> <p>Estimated Start Date: 7/1/2022</p> <p>Estimated Completion Date: 6/30/2023</p>	



**Justification:**



Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
4003 Wastewater		\$ 1,598,844					\$ 1,598,844
<b>Total</b>	\$ -	\$ 1,598,844	\$ -	\$ -	\$ -	\$ -	\$ 1,598,844

<b>Estimated Operation and Maintenance Cost:</b>	\$ -
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY20276**  
**Project Description Report**

<b>Project Name:</b>	Grit and Aeration Replacement		
<b>Project Manager:</b>	Joe Leach		
<b>Department Responsible:</b>	Public Works - Water Resource Recovery		
<b>Project Description:</b>	This project will replace the Grit and Aeration system at the Wastewater Treatment Plant.		
	Project ID:	01X10	
	Project Location:	601 Canal Blvd.	
	Engineering During Construction	\$	-
	Construction:	\$	20,000,000
	Equipment:	\$	-
	Contingency/Other:		
<b>FY2022-23 Total:</b>	<b>\$</b>	<b>20,000,000</b>	
Estimated Start Date:	7/1/2021		
Estimated Completion Date:	6/30/2023		
<b>Justification:</b>	Current system has outlived useful life and needs to be replaced.		



Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
4003 Wastewater	11,429,037	\$ 20,000,000					\$ 31,429,037
<b>Total</b>	<b>\$ 11,429,037</b>	<b>\$ 20,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 31,429,037</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

<b>Project Name:</b>	Manhole Rehabilitation Replacement		
<b>Project Manager:</b>	Mary Phelps		
<b>Department Responsible:</b>	Water Resource Recovery - Wastewater		
<b>Project Description:</b>	<p>This project is the rehabilitation and sealing of brick manholes in the sanitary sewer collection system in the Richmond Municipal Sewer District. This is an annual program to restore aged brick manholes that contribute significant inflow and infiltration (I/I) into the sewer system during wet weather.</p>		
	Project ID:	22235	
	Project Location:	Richmond Municipal Sewer District	
	Planning and Design:	\$ -	
	Construction:	\$ 794,130	
	Equipment:	\$ -	
	Contingency/Other:	\$ -	
	<b>FY2022-23 Total:</b>	<b>\$ 794,130</b>	
	Estimated Start Date:	7/1/2018	
	Estimated Completion Date:	Ongoing	
<b>Justification:</b>	To rehabilitate aged brick manholes that are in danger of collapse and contribute inflow and infiltration (I/I) into the sanitary sewer system. Reduced (I/I) and wet weather sanitary sewer overflows (SSOs).		

Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
4003 Wastewater	Ongoing		\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,000,000
2120 Wastewater Impact Fee	Ongoing	\$ 794,130					\$ 794,130
<b>Total</b>	<b>\$ -</b>	<b>\$ 794,130</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ 1,794,130</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

<b>Project Name:</b>	Marina Bay Force Main Relocation	
<b>Project Manager:</b>	Mary Phelps	
<b>Department Responsible:</b>	Public Works - Water Resource Recovery - Wastewater	
<b>Project Description:</b>	This project is necessary in order to prevent sanitary sewer overflows.	
	Project ID:	
	Project Location:	601 Canal Blvd.
	Planning and Design:	\$ -
	Construction:	\$ 350,000
	Equipment:	\$ -
	Contingency/Other:	\$ -
	<b>FY2022-23 Total:</b>	<b>\$ 350,000</b>
Estimated Start Date:	7/1/2021	
Estimated Completion Date:	6/30/2023	
<b>Justification:</b>	Necessary to prevent sanitary sewer overflows (SSOs).	



Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
4003 Wastewater	\$ 83,633	\$ 350,000					\$ 433,633
<b>Total</b>	<b>\$ 83,633</b>	<b>\$ 350,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 433,633</b>

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

<b>Project Name:</b>	Sanitary Sewer Pipeline Program	
<b>Project Manager:</b>	Mary Phelps	
<b>Department Responsible:</b>	Public Works - Water Resource Recovery - Wastewater	
<b>Project Description:</b>	This project is the replacement or restoration of severely degraded sanitary sewer pipe segments (PACP score of Grade 5) in the Richmond Municipal Sewer District. This is an annual program mandated by the Baykeeper Settlement Agreement.	
	Project ID:	22234
	Project Location:	Richmond Municipal Sewer District
	Planning and Design:	\$ -
	Construction:	\$ 3,325,000
	Equipment:	\$ -
	Contingency/Other:	\$ -
	<b>FY2022-23 Total:</b>	<b>\$ 3,325,000</b>
	Estimated Start Date:	7/1/2018
	Estimated Completion Date:	Ongoing
<b>Justification:</b>	To replace or restore sewer pipes that are in danger of collapse and contribute inflow and infiltration (I/I) into the sanitary sewer system.	



Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
4003 Wastewater	Ongoing	\$ 3,325,000	\$ 2,500,000	\$ 2,500,000	\$ 2,500,000	\$ 2,500,000	\$ 13,325,000
<b>Total</b>	<b>\$ -</b>	<b>\$ 3,325,000</b>	<b>\$ 2,500,000</b>	<b>\$ 2,500,000</b>	<b>\$ 2,500,000</b>	<b>\$ 2,500,000</b>	<b>\$ 13,325,000</b>

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

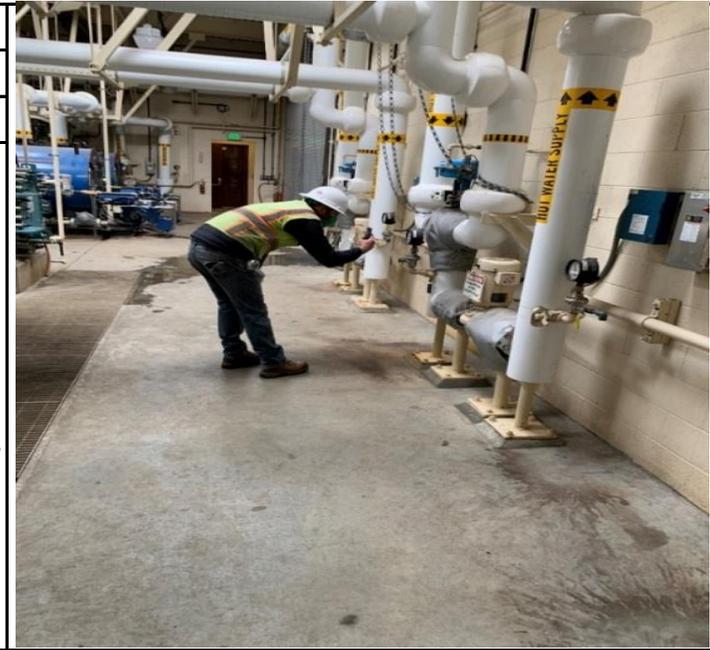
<b>Project Name:</b>	Sanitary Sewer Point Repairs	
<b>Project Manager:</b>	Joe Leach	
<b>Department Responsible:</b>	Public Works - Water Resource Recovery - Wastewater	
<b>Project Description:</b>	This project is the replacement or restoration of severely degraded sanitary sewer pipe segments (PACP score of Grade 5) in the Richmond Municipal Sewer District. This is an annual program mandated by the Baykeeper Settlement Agreement.	
	Project ID: 22230 Project Location: Richmond Municipal Sewer District Planning and Design: \$ - Construction: \$ 475,000 Equipment: \$ - Contingency/Other: \$ - <b>FY2022-23 Total: \$ 475,000</b>	
Estimated Start Date:		
Estimated Completion Date: Ongoing		
<b>Justification:</b>	To replace or restore sewer pipes that are in danger of collapse and contribute inflow and infiltration (I/I) into the sanitary sewer system.	

Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
4003 Wastewater	Ongoing	\$ 475,000					\$ 475,000
<b>Total</b>	<b>\$ -</b>	<b>\$ 475,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 475,000</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2026**  
**Project Description Report**

<b>Project Name:</b>	WWTP Co-Generation		
<b>Project Manager:</b>	Joe Leach		
<b>Department Responsible:</b>	Public Works - Water Resource Recovery - Wastewater		
<b>Project Description:</b>	The Cogen Project will design and if feasible install a Cogen unit which will beneficially reuse the digester gas to provide power for the Wastewater Treatment Plant. The Cogen unit will enable the WWTP to reduce its energy consumption which will provide environmental benefits and cost savings to the plant's operations.		
	Project ID:	4003-40322931-400708	01L10
	Project Location:		601 Canal Blvd.
	Planning and Design:	\$	-
	Construction:	\$	1,461,280
	Equipment:	\$	-
	Contingency/Other:		
	<b>FY2022-23 Total:</b>	<b>\$</b>	<b>1,461,280</b>
	Estimated Start Date:	7/1/2021	
	Estimated Completion Date:	6/30/2023	
<b>Justification:</b>	Will enable the plant to reduce energy consumption.		



Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
4003 Wastewater	\$ 174,373	\$ 1,461,280					\$ 1,635,653
<b>Total</b>	<b>\$ 174,373</b>	<b>\$ 1,461,280</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,635,653</b>

<b>Estimated Operation and Maintenance Cost:</b>	\$	-
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

<b>Project Name:</b>	WWTP - Declorination - Sodium Bisulfite Tank (SBS)		
<b>Project Manager:</b>	Joe Leach		
<b>Department Responsible:</b>	Public Works - Water Resource Recovery - Wastewater		
<b>Project Description:</b>	<p>Project ID: 01N10                  Project Location: 601 Canal Blvd.                  Planning and Design: \$ -                  Construction: \$ 3,250,000                  Equipment: \$ -                  Contingency/Other: \$ -  <b>FY2022-23 Total: \$ 3,250,000</b></p>		
	Estimated Start Date: 7/1/2020		
	Estimated Completion Date: 6/30/2023		
<b>Justification:</b>	Needed for worker safety and corrosion prevention.		

Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
4003 Wastewater		\$ 3,250,000					\$ 3,250,000
<b>Total</b>	\$ -	\$ 3,250,000	\$ -	\$ -	\$ -	\$ -	\$ 3,250,000

<b>Estimated Operation and Maintenance Cost:</b>	\$ -
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

<b>Project Name:</b>	Wastewater Treatment Plant (WWTP) Seismic Retrofit														
<b>Project Manager:</b>	Joe Leach														
<b>Department Responsible:</b>	Public Works - Water Resource Recovery - Wastewater														
<b>Project Description:</b>	Study to determine projects required for rehabilitation for earthquake safety.														
	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Project ID:</td> <td style="text-align: right;">01S10</td> </tr> <tr> <td>Project Location:</td> <td style="text-align: right;">601 Canal Blvd.</td> </tr> <tr> <td>Planning and Design:</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Construction:</td> <td style="text-align: right;">\$ 325,000</td> </tr> <tr> <td>Equipment:</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Contingency/Other:</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td><b>FY2022-23 Total:</b></td> <td style="text-align: right;"><b>\$ 325,000</b></td> </tr> </table>	Project ID:	01S10	Project Location:	601 Canal Blvd.	Planning and Design:	\$ -	Construction:	\$ 325,000	Equipment:	\$ -	Contingency/Other:	\$ -	<b>FY2022-23 Total:</b>	<b>\$ 325,000</b>
Project ID:	01S10														
Project Location:	601 Canal Blvd.														
Planning and Design:	\$ -														
Construction:	\$ 325,000														
Equipment:	\$ -														
Contingency/Other:	\$ -														
<b>FY2022-23 Total:</b>	<b>\$ 325,000</b>														
	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Estimated Start Date:</td> <td style="text-align: right;">7/1/2020</td> </tr> <tr> <td>Estimated Completion Date:</td> <td style="text-align: right;">6/30/2023</td> </tr> </table>	Estimated Start Date:	7/1/2020	Estimated Completion Date:	6/30/2023										
Estimated Start Date:	7/1/2020														
Estimated Completion Date:	6/30/2023														



**Justification:** Necessary for disaster preparedness

Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
4003 Wastewater	\$ 142,201	\$ 325,000					\$ 467,201
<b>Total</b>	<b>\$ 142,201</b>	<b>\$ 325,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 467,201</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

<b>Project Name:</b>	Wastewater Treatment Plant (WWTP) Sludge Thickener Replacement	
<b>Project Manager:</b>	Joe Leach	
<b>Department Responsible:</b>	Public Works - Water Resource Recovery	
<b>Project Description:</b>	This project replaces the WWTP dissolved air floatation thickener (DAFT) which is operating beyond its useful life. The unit will be replaced with a newer, more efficient rotary drum thickener (RDT) technology.	
	Project ID:	01M10
	Project Location:	601 Canal Blvd.
	Planning and Design:	\$ -
	Construction:	\$ -
	Equipment:	\$ 630,061
	Contingency/Other:	\$ -
	<b>FY2022-23 Total:</b>	<b>\$ 630,061</b>
	Estimated Start Date:	7/1/2021
	Estimated Completion Date:	6/30/2023
<b>Justification:</b>	Needed to prevent imminent failure of a critical wastewater treatment process.	



Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
4003 Wastewater	\$ 339,104	\$ 630,061					\$ 969,165
<b>Total</b>	<b>\$ 339,104</b>	<b>\$ 630,061</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 969,165</b>

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

## Mission

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

## Overview

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

## Design Division

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

## Construction Division

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

## Traffic Division

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



SF Bay Trail



37th Street Improvements

# Public Works-23

## Land Development Division

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

## Pavement Improvements

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

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

## Pedestrian Access Improvements

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

## Street Light Improvements

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

# Public Works-23

## Traffic Safety Improvements

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

## Plan Highlights

### Castro Ranch Road Rehabilitation

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

Project Cost: \$4 Million over 5 years

Funding Source: Engineering Grant, SB1

### I-80 Central Interchange Phase II

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

Project Cost: \$2,199,012

Funding Source: Measure J

### Street Paving

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

Project Cost: \$2,500,000

Funding Source: Gas Tax

## Public Works Department-23 CIP Overview

### TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2021-22 Adopted	FY2021-22 Actuals 3/31/2022	FY2022-23 Adopted	FY2023-24 Proposed	FY2024-25 Proposed	FY2025-26 Proposed	FY2026-27 Proposed	5 Year Total
<b>SOURCES BY FUND</b>								
Gas Tax-1002	2,847,544	1,535,688	2,815,755	2,554,000	2,605,000	2,657,020	2,710,080	13,341,855
Outside Funded Grants-1006	250,000	16,000	234,000					234,000
Environmental & Community Investment Agreement (ECIA)-1017	3,084,593	409,126	1,313,655					1,313,655
Road Maintenance and Rehabilitation Account (RMRA)-1019	2,736,042	864,894	2,395,337	2,201,606	2,245,638	2,290,551	2,336,362	11,469,493
Engineering Grants-1054	26,218,508	5,660,129	14,509,778					14,509,778
ARPA-1306	2,000,000	35,275	1,820,400					1,820,400
General Capital-2001	2,514,271	193,376	2,214,237					2,214,237
Measure J-2002	5,920,523	1,174,391	3,786,947	4,262,000	1,300,000	1,300,000	1,300,000	11,948,947
Park Impact Fee - 2110	15,000	15,000	15,000					15,000
Traffic Impact Fee-2111	725,498	340,724	263,639					263,639
Open Space Impact Fee-2116	373,264		373,264					373,264
Marina-4005	-	-						-
<b>TOTAL SOURCES BY FUND</b>	<b>46,685,243</b>	<b>10,244,602</b>	<b>29,742,012</b>	<b>9,017,606</b>	<b>6,150,638</b>	<b>6,247,571</b>	<b>6,346,442</b>	<b>57,504,268</b>
<b>USES BY PROJECT</b>								
13th Street Complete Street	1,429,801	120,099	793,870	2,962,000				3,755,870
American Rescue Plan Act (ARPA)/Main Library	500,000		452,000					452,000
American Rescue Plan Act (ARPA)/Nevin Center	500,000	10,250	450,000					450,000
American Rescue Plan Act (ARPA)/Recreation Center	500,000	25,025	451,000					451,000
American Rescue Plan Act (ARPA)/Richmond Museum	500,000		467,400					467,400
Americans with Disabilities Act (ADA) Misc. Sidewalk Repairs	994,774	231,634	330,170	600,000	600,000	600,000	600,000	2,730,170
ATP Quick Build Cutting/Hoffman	640,990	10,268	625,212					625,212
ATP Quick Build Harbour Way S. Cycle Track	212,671	24,346	184,300					184,300
Boorman Park Revitalization	4,048,752	11,295	3,490,204					3,490,204
Bridge Preventive Maintenance	2,144,323	10,695	2,124,143					2,124,143
Carlson Crosstown Connections and Improvements	421,268	98	398,410					398,410
Castro Ranch Road	1,018,421	290,936						-
Corporation Yard Bathroom Remodel and Fuel Site Upgrades	425,000		399,000					399,000
Fire Station 66 Gender Specific Restroom	98,726		275,052					275,052
Greening the Yellow Brick Road	3,577,922	1,096,207	351,769					351,769
Greenway Gap and Connectivity	273,795	80,813						
Greenway Rehab and Bike Education	127,310		127,310					127,310
Harbour 8 Park Expansion	7,416,639	815,339	6,194,260					6,194,260
Harbour Way Improvements	86,402	197	82,500					82,500
Harbour Way & Wright Section 130	1,200,000	925	1,199,075					1,199,075
Hilltop Fire Station Fuel System	50,000		50,000					50,000
I-80 Central Interchange Phase II	2,351,039	125,865	2,199,012					2,199,012
JPA Sportsfield Agreement	15,000	15,000	15,000					15,000
Local Roadway Safety Plan	52,568	46,705						-
Martin Luther King Jr. Center	267,692		267,692					267,692

## Public Works Department-23 CIP Overview

### TOTAL CIP BUDGET - HISTORICAL COMPARISON

	FY2021-22 Adopted	FY2021-22 Actuals 3/31/2022	FY2022-23 Adopted	FY2023-24 Proposed	FY2024-25 Proposed	FY2025-26 Proposed	FY2026-27 Proposed	5 Year Total
<b>Continued</b>								-
Martin Luther King Jr. Park Turf Field Replacement	250,000	16,000	234,000					234,000
Membership & Dues (West Contra Costa Transportation Advisory Committee and Contra Costa Transportation Authority)	140,000	140,000	200,000	140,000	140,000	140,000	140,000	760,000
Native American Health Center	50,000		50,000					50,000
Old Building Demo - 824 Macdonald Ave	125,000	97,200						-
Parks Yard Fuel Site Upgrades	220,000		220,000					220,000
Richmond Museum Roof	175,000							-
Richmond Plunge Replace Boiler	100,000	58,163						-
S. Richmond Transit Connectivity Improvement	65,000		65,000					65,000
SF Bay Trail Goodrick Avenue	28,756	394						-
SF Bay Trail Pt. Molate	1,036,317	10,103	1,019,967					1,019,967
Shimada Park Restroom	275,000	27,910	240,790					240,790
Street Audit Report	4,000	3,200	4,000	4,000	4,000	4,000	4,000	20,000
Street Paving	2,567,894	1,532,488	2,500,000	2,550,000	2,601,000	2,653,020	2,706,080	13,010,100
Street Paving - SB1 37th Street	300,000	1,978	300,000					300,000
Street Paving - SB1 Castro Ranch Road	977,585	425,980	329,168					329,168
Street Paving - SB1 Richmond Parkway	15,800	10,361	1,000,000					1,000,000
Street Paving - SB1 Cutting/Harbour Way S. Bikeway	900,000	103,291	706,308	2,201,606	2,245,638	2,290,551	2,336,362	9,780,464
Street Paving - SB1 Marina Way - Wellness Trail	542,657	323,284	59,861					59,861
Surface Drainage	300,000		300,000	300,000	300,000	300,000	300,000	1,500,000
Traffic Safety Improvements	1,397,748	896,926	263,639	260,000	260,000	260,000	260,000	1,303,639
Yellow Brick Road	7,661,593	3,681,627	1,321,900					1,321,900
<b>TOTAL USES BY PROJECT</b>	<b>46,685,243</b>	<b>10,244,602</b>	<b>29,742,012</b>	<b>9,017,606</b>	<b>6,150,638</b>	<b>6,247,571</b>	<b>6,346,442</b>	<b>57,504,268</b>
<b>USES BY ORG CODE</b>								
Gas Tax-10234431	2,847,544	1,535,688	2,815,755	2,554,000	2,605,000	2,657,020	2,710,080	13,341,855
Outside Funded Grants-10633031	250,000	16,000	234,000	-	-	-	-	234,000
ECIA-11731013	3,084,593	409,126	1,313,655	-	-	-	-	1,313,655
RMRA-11931031	2,736,042	864,894	2,395,337	2,201,606	2,245,638	2,290,551	2,336,362	11,469,493
Engineering Grants-15436431	26,218,508	5,660,129	14,509,778	-	-	-	-	14,509,778
ARPA	2,000,000	35,275	1,820,400	-	-	-	-	1,820,400
General Capital-20136031	2,514,271	193,376	2,214,237	-	-	-	-	2,214,237
Measure J-20236031	5,920,523	1,174,391	3,786,947	4,262,000	1,300,000	1,300,000	1,300,000	11,948,947
Park Impact Fee-21033131	15,000	15,000	15,000	-	-	-	-	15,000
Traffic Impact Fee-21136031	725,498	340,724	263,639	-	-	-	-	263,639
Open Space Impact Fee-21633131	373,264	-	373,264	-	-	-	-	373,264
Marina-40536031								
<b>TOTAL USES BY ORG CODE</b>	<b>46,685,243</b>	<b>10,244,602</b>	<b>29,742,012</b>	<b>9,017,606</b>	<b>6,150,638</b>	<b>6,247,571</b>	<b>6,346,442</b>	<b>57,504,268</b>

### FY2022-23 to FY2026-27 Capital Improvement Plan

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

<b>Project Name:</b>	13th Street Complete Street	
<b>Project Manager:</b>	Joe Leach	
<b>Department Responsible:</b>	Public Works	
<b>Project Description:</b>	Install complete streets elements: improve lighting to increase safety and walkability after dark; reduce traffic speeds; improve sidewalks and Americans with Disabilities Act (ADA) curb ramps; install better street crossings; plant shade trees and other landscaping; install bicycle facilities to expand network; separate sidewalk from street; provide better access to bus stops; install bus shelters with benches and trash receptacles.	
	Project ID: 29120	
	Project Location: 13th St. from Harbour Way to Costa Ave.	
	Engineering Cost Charges for Services: \$ -	
	Planning and Design: \$ 793,870	
	Construction: \$ -	
	Equipment: \$ -	
	Contingency/Other: \$ -	
	<b>FY2022-23 Total: \$ 793,870</b>	
	Estimated Start Date: 7/1/2019	
	Estimated Completion Date: TBD	
<b>Justification:</b>	The 13th Street corridor is a key connection to Harbour Way South in Richmond via the Pennsylvania Overcrossing, as well as to Rumrill Boulevard in neighboring San Pablo, connecting Central Richmond to Contra Costa College and the Hilltop Mall area. This project will significantly improve pedestrian and bicycle safety and will connect to existing and proposed facilities in Richmond and in San Pablo.	
<b>Total Estimated Cost:</b>	<b>\$793,870</b>	

SOURCE OF FUNDING							
Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
2002 Measure J	\$ 202,795	\$ 793,870	\$ 2,962,000				\$ 3,958,665
<b>Total</b>	<b>\$ 202,795</b>	<b>\$ 793,870</b>	<b>\$ 2,962,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,958,665</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

<b>Project Name:</b>	Americans with Disabilities Act (ADA) Miscellaneous Sidewalk Repairs																									
<b>Project Manager:</b>	Joe Leach																									
<b>Department Responsible:</b>	Public Works																									
<b>Project Description:</b>	<p>This annual program is dedicated to complying with (ADA) within the street right-of-way through: <b>Curb Ramp Upgrades</b> - by upgrading or installing reported curb ramp deficiencies. <b>Damaged Sidewalks</b> - repair sidewalk, curb, gutter, and adjacent pavement damaged by the roots of City owned trees. <b>Sidewalk Gaps</b> - install missing sidewalk and associated curb, gutter or driveways, and adjacent pavement to eliminate pedestrian access barriers.</p> <p>Project ID: 01A04  Project Location: City-wide</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Engineering Cost Charges for Services:</td> <td style="width: 10%; text-align: right;">\$</td> <td style="width: 10%;"></td> <td style="width: 10%; text-align: right;">-</td> </tr> <tr> <td>Planning and Design:</td> <td style="text-align: right;">\$</td> <td></td> <td style="text-align: right;">-</td> </tr> <tr> <td>Construction:</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">330,170</td> <td></td> </tr> <tr> <td>Equipment:</td> <td style="text-align: right;">\$</td> <td></td> <td style="text-align: right;">-</td> </tr> <tr> <td>Contingency/Other:</td> <td style="text-align: right;">\$</td> <td></td> <td style="text-align: right;">-</td> </tr> <tr> <td><b>FY2022-23 Total:</b></td> <td style="text-align: right;"><b>\$</b></td> <td style="text-align: right;"><b>330,170</b></td> <td></td> </tr> </table>		Engineering Cost Charges for Services:	\$		-	Planning and Design:	\$		-	Construction:	\$	330,170		Equipment:	\$		-	Contingency/Other:	\$		-	<b>FY2022-23 Total:</b>	<b>\$</b>	<b>330,170</b>	
Engineering Cost Charges for Services:	\$			-																						
Planning and Design:	\$			-																						
Construction:	\$		330,170																							
Equipment:	\$		-																							
Contingency/Other:	\$		-																							
<b>FY2022-23 Total:</b>	<b>\$</b>	<b>330,170</b>																								
	Estimated Start Date:	7/1/2015																								
	Estimated Completion Date:	Ongoing																								
<b>Justification:</b>	The 1990 ADA requires public agencies to identify, plan, and modify barriers of access to the disabled. A regular curb ramp upgrade program is required to ensure public safety and reduce liability exposure.																									
<b>Total Estimated Cost:</b>	<b>\$330,170</b>																									

SOURCE OF FUNDING							
Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
2002 Measure J	Ongoing	\$ 330,170	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 2,730,170
<b>Total</b>	<b>\$ -</b>	<b>\$ 330,170</b>	<b>\$ 600,000</b>	<b>\$ 600,000</b>	<b>\$ 600,000</b>	<b>\$ 600,000</b>	<b>\$ 2,730,170</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
 Capital Improvement Plan  
 FY2023 through FY2027  
**Project Description Report**

<b>Project Name:</b>	ATP Quick Build Cutting/Hoffman Cycle Track	
<b>Project Manager:</b>	Patrick Phelan	
<b>Department Responsible:</b>	Public Works	
<b>Project Description:</b>	This project includes installing a separated two-way bikeway along portions of Cutting Boulevard, Hoffman Boulevard, and Harbour Way South, as well as an asphalt berm, traffic striping, pavement markings, signage, asphalt slurry sealing, and traffic signal work.	
	Project Location:	
	Charges for Services	\$ 6,000
	Planning and Design:	\$ 10,000
	Construction:	\$ 609,212
	Equipment:	\$ -
Contingency/Other:	\$ -	
<b>FY2022-23 Total:</b>	<b>\$ 625,212</b>	
	Estimated Start Date:	7/1/2021
	Estimated Completion Date:	TBD
<b>Justification:</b>		



Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
1054 Engineering Grant	New	\$ 625,212					\$ 625,212
<b>Total</b>	<b>\$ -</b>	<b>\$ 625,212</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 625,212</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

<b>Project Name:</b>	ATP Quick Harbour Way Southand Cutting Bikeways	
<b>Project Manager:</b>	Patrick Phelan	
<b>Department Responsible:</b>	Public Works	
<b>Project Description:</b>	This project includes installing a separated two-way bikeway along portions of Cutting Boulevard, Hoffman Boulevard, and Harbour Way South, as well as an asphalt berm, traffic striping, pavement markings, signage, asphalt slurry sealing, and traffic signal work.	
	Project ID:	23G07
	Project Location:	Cutting Boulevard (Garrard-Hoffman), Hoffman Boulevard (Cutting-Harbour Way South), Harbour Way South (Hoffman-South Terminus)
	Charges for Services	\$ 6,000
	Planning and Design:	\$ -
	Construction:	\$ 178,300
	Construction Management:	
	Contingency/Other:	
	<b>FY2022-23 Total:</b>	<b>\$ 184,300</b>
	Estimated Start Date:	9/1/2021
Estimated Completion Date:	6/30/2023	



**Justification:** Implementing the recently adopted Ferry to Bridge to Greenway (F2B2G) Plan.

Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
1054 Engineering Grants	New	\$ 184,300					\$ 184,300
<b>Total</b>	<b>\$ -</b>	<b>\$ 184,300</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 184,300</b>

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

<b>Project Name:</b>	Boorman Park Revitalization	
<b>Project Manager:</b>	Joe Leach	
<b>Department Responsible:</b>	Public Works	
<b>Project Description:</b>	Total revitalization of Boorman Park.	
	Project ID:	23006
	Project Location:	27th Street and Maine Avenue
	Charges for Services	
	Planning and Design:	\$ 500,000
	Construction:	\$ 2,990,204
	Equipment:	\$ -
Contingency/Other:	\$ -	
<b>FY2021-22 Total:</b>	<b>\$ 3,490,204</b>	
	Estimated Start Date:	7/1/2020
	Estimated Completion Date:	06/30/2023



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

Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
1054 Engineering Grant	\$ 112,719	\$ 3,490,204					\$ 3,602,923
<b>Total</b>	<b>\$ 112,719</b>	<b>\$ 3,490,204</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,602,923</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ 250,000</b>
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**City of Richmond**  
 Capital Improvement Plan  
 FY2023 through FY2027  
**Project Description Report**

<b>Project Name:</b>	Bridge Preventive Maintenance																	
<b>Project Manager:</b>	Yader Bermudez																	
<b>Department Responsible:</b>	Public Works																	
<b>Project Description:</b>	Clean bridge deck and treat with Methacrylate: Giant Highway Connector Undercrossing (Bridge No. 28C0472) and Richmond Parkway Viaduct (Bridge Nos. 28C0474L and 28C0474R). Joint seal repairs on Bridge No. 28C0474L. Replace bent anchor bolts and joint seal at abutment 1 of 13th Street Overcrossing (Bridge No. 28C0317).																	
	<table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">Project ID:</td> <td style="text-align: right;">23G02</td> </tr> <tr> <td>Project Location:</td> <td style="text-align: right;">Various</td> </tr> <tr> <td>Charges for Services</td> <td style="text-align: right;">\$ 7,408</td> </tr> <tr> <td>Planning and Design:</td> <td style="text-align: right;">\$ 21,000</td> </tr> <tr> <td>Construction:</td> <td style="text-align: right;">\$ 2,095,735</td> </tr> <tr> <td>Equipment:</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Contingency/Other:</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td><b>FY2022-23 Total:</b></td> <td style="text-align: right;"><b>\$ 2,124,143</b></td> </tr> </table>		Project ID:	23G02	Project Location:	Various	Charges for Services	\$ 7,408	Planning and Design:	\$ 21,000	Construction:	\$ 2,095,735	Equipment:	\$ -	Contingency/Other:	\$ -	<b>FY2022-23 Total:</b>	<b>\$ 2,124,143</b>
Project ID:	23G02																	
Project Location:	Various																	
Charges for Services	\$ 7,408																	
Planning and Design:	\$ 21,000																	
Construction:	\$ 2,095,735																	
Equipment:	\$ -																	
Contingency/Other:	\$ -																	
<b>FY2022-23 Total:</b>	<b>\$ 2,124,143</b>																	
	<table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">Estimated Start Date:</td> <td style="text-align: right;">3/1/2021</td> </tr> <tr> <td>Estimated Completion Date:</td> <td style="text-align: right;">12/31/2023</td> </tr> </table>	Estimated Start Date:	3/1/2021	Estimated Completion Date:	12/31/2023													
Estimated Start Date:	3/1/2021																	
Estimated Completion Date:	12/31/2023																	
<b>Justification:</b>	A RESO to accept and appropriate federal grant funds is on the 10/20/2020 Council Agenda; with a \$5,735 design phase local match in the current fiscal year, and then a \$248,340 construction phase local match in FY2021-22.																	

Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
1002 Gas Tax	\$ -	\$ 248,340					\$ 248,340
1054 Engineering Grant	\$ 8,689	\$ 1,875,803					\$ 1,884,492
<b>Total</b>	<b>\$ 8,689</b>	<b>\$ 2,124,143</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,132,832</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

<b>Project Name:</b>	Carlson Blvd. Crosstown Connections and Improvements Project																			
<b>Project Manager:</b>	Yader Bermudez																			
<b>Department Responsible:</b>	Public Works																			
<b>Project Description:</b>	<p>This project includes the design and construction of bicycle lanes along Carlson Boulevard to provide a continuous bikeway from the existing bike lanes on Carlson Boulevard at San Pablo Avenue in El Cerrito north to Broadway, near Richmond Civic Center. Additionally the project includes state-of-the-art bus shelters at select locations prepped for Wi-Fi and real-time transit information. This project's conceptual design and environmental review were completed concurrently with the Bicycle Master Plan. The Project is partially funded by a Safe Routes to Transit grant awarded by the Metropolitan Transportation Commission.</p> <p>Project ID's: 29122 and 29114  Carlson Blvd Corridor from Broadway to Tehama</p> <p>Project Location: Tehama</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td>Charges for Services</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">-</td> </tr> <tr> <td>Planning and Design:</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">-</td> </tr> <tr> <td>Construction:</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">398,410</td> </tr> <tr> <td>Equipment:</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">-</td> </tr> <tr> <td>Contingency/Other:</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">-</td> </tr> <tr> <td><b>FY2022-23 Total:</b></td> <td style="text-align: right;"><b>\$</b></td> <td style="text-align: right;"><b>398,410</b></td> </tr> </table> <p>Estimated Start Date: 7/1/2019  Estimated Completion Date: 6/30/2023</p>		Charges for Services	\$	-	Planning and Design:	\$	-	Construction:	\$	398,410	Equipment:	\$	-	Contingency/Other:	\$	-	<b>FY2022-23 Total:</b>	<b>\$</b>	<b>398,410</b>
Charges for Services	\$		-																	
Planning and Design:	\$		-																	
Construction:	\$		398,410																	
Equipment:	\$	-																		
Contingency/Other:	\$	-																		
<b>FY2022-23 Total:</b>	<b>\$</b>	<b>398,410</b>																		
<b>Justification:</b>	Carlson Boulevard is designated as a Key Corridor in both the Pedestrian Plan and the Bicycle Master Plan (BMP). The BMP also recommends a road diet to improve pedestrian safety.																			

Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
1054 Engineering Grant	\$ 279,805	\$ 398,410					\$ 678,215
<b>Total</b>	<b>\$ 279,805</b>	<b>\$ 398,410</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 678,215</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

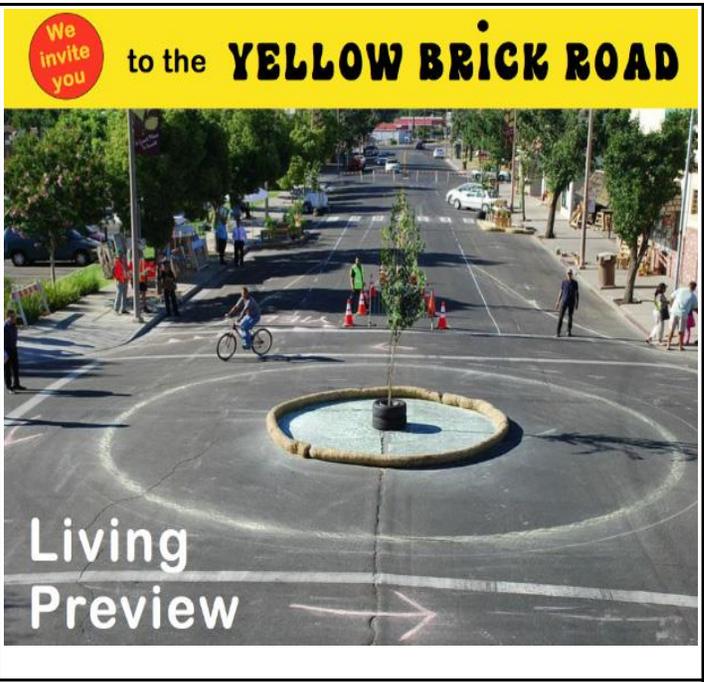
<b>Project Name:</b>	Fire Station 66 - Gender Specific Restrooms		
<b>Project Manager:</b>	Yader Bermudez		
<b>Department Responsible:</b>	Public Works		
<b>Project Description:</b>	Construct a gender specific restroom facility.		
	Project ID:	05G01	
	Project Location:	4100 Clinton Avenue	
	Planning and Design:	\$ 1,500	
	Construction:	\$ 273,552	
	Equipment:	\$ -	
	Contingency/Other:	\$ -	
	<b>FY2022-23 Total:</b>	<b>\$ 275,052</b>	
	Estimated Start Date:	7/1/2019	
	Estimated Completion Date:	6/30/2023	
<b>Justification:</b>	A gender specific restroom facility is needed to accommodate female firefighter needs.		

Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
2001 General Capital	\$66,000	\$ 275,052					\$ 341,052
<b>Total</b>	<b>\$66,000</b>	<b>\$ 275,052</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 341,052</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

<b>Project Name:</b>	Greening the Yellow Brick Road	
<b>Project Manager:</b>	Yader Bermudez	
<b>Department Responsible:</b>	Public Works	
<b>Project Description:</b>	Creating of safe bicycle and pedestrian routes.	
	Bicycle and pedestrian safety elements including bicycle lanes, curb ramps, elevated crosswalks, bulb-outs, flashing beacons, pavement striping, traffic circles, signage, lighting.	
	Project ID:	29125
	Project Location:	Pennsylvania from 7th Street to 9th Street, 8th Street from Barrett Avenue to Pennsylvania Avenue.
	Charges for Services	\$ -
	Planning and Design:	\$ -
	Construction:	\$ 351,769
	Equipment:	\$ -
	Contingency/Other:	\$ -
	<b>FY2022-23 Total:</b>	<b>\$ 351,769</b>
Estimated Start Date:	4/1/2019	
Estimated Completion Date:	6/30/2023	



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

Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
1054 Engineering Grant	\$ 1,618,383	\$ 351,769					\$ 1,970,152
<b>Total</b>	<b>\$ 1,618,383</b>	<b>\$ 351,769</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,970,152</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ 400,000</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

<b>Project Name:</b>	Greenway Rehab and Bike Education	
<b>Project Manager:</b>	Joe Leach	
<b>Department Responsible:</b>	Public Works	
<b>Project Description:</b>	Two segments of the Richmond Greenway multi-use path are in need of rehabilitation between 20 <sup>th</sup> and 23 <sup>rd</sup> Streets along Dirt World, the 2-acre, free, public bicycle terrain park. The multi-use path is deteriorating and grant funds would be used to add a 2 inch asphalt overlay and refresh pavement markings. At the 23 <sup>rd</sup> Street side, a 5 foot wide sidewalk	
	Project ID: 23023	
	Project Location: Richmond Greenway	
	Charges for Services \$ -	
	Planning and Design: \$ -	
	Construction: \$ 127,310	
	Equipment: \$ -	
	Contingency/Other: \$ -	
	<b>FY2022-23 Total: \$ 127,310</b>	
	Estimated Start Date: 9/1/2021	
	Estimated Completion Date: 6/30/2024	

**Justification:** Three-part project including bicycle safety education with Bike East Bay, maintenance of the Richmond Greenway in collaboration with Safe Organized Spaces Richmond (SOS! Richmond)

Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
1002 Gas Tax	New	\$ 27,310					\$ 27,310
1054 Engineering Grant	New	\$ 100,000					\$ 100,000
<b>Total</b>		<b>\$ 127,310</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 127,310</b>

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

<b>Project Name:</b>	Harbour 8 Park Expansion	 <b>HARBOUR-8 PARK EXPANSION PROJECT</b> 
<b>Project Manager:</b>	Jene Levine-Snipes	
<b>Department Responsible:</b>	Public Works	
<b>Project Description:</b>	Property acquisition and Park Expansion Project	
	Project ID: 23004 Project Location: #1 Harbour Way South Charges for Services: \$ 45,000 Planning and Design: \$ 79,630 Construction: \$ 6,069,630 Equipment: \$ - Contingency/Other: \$ - <b>FY2022-23 Total: \$ 6,194,260</b>	
	Estimated Start Date: 7/1/2020 Estimated Completion Date: 06/30/2024	
<b>Justification:</b>	This park received a \$8,500,000 State Grant for a total park rehabilitation. The Project will improve the quality of life and safety for the neighborhood.	

Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
1054 Engineering Grant	\$ 1,904,077	\$ 6,194,260					\$ 8,098,337
<b>Total</b>	<b>\$ 1,904,077</b>	<b>\$ 6,194,260</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 8,098,337</b>

**Estimated Operation and Maintenance Cost:**

**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

<b>Project Name:</b>	Harbour Way & Wright Section 130																	
<b>Project Manager:</b>	Patrick Phelan																	
<b>Department Responsible:</b>	Public Works																	
<b>Project Description:</b>	<p>Caltrans will fund and coordinate two construction projects, one performed by the railroad (BNSF) and one by the Local Agency (City of Richmond). Due to the abundance of underground utilities in the vicinity, it is not possible to install crossing arms and other typical rail crossing safety measures. Instead, a new traffic signal will provide the needed safety improvements and traffic control. Other project elements include but are not limited to: bicycle specific traffic signals, pedestrian signals and pushbuttons, "NO RIGHT TURN ON RED" active blank out signs, raised concrete medians, pedestrian curb ramps, detectable warning tiles, curb and gutter on the south edge of Wright Ave, limited repaving, and striping and signage.</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Project ID:</td> <td style="text-align: right;">22022</td> </tr> <tr> <td>Project Location:</td> <td style="text-align: right;">Harbour Way Blvd.</td> </tr> <tr> <td>Charges for Services</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Planning and Design:</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Construction:</td> <td style="text-align: right;">\$ 1,199,075</td> </tr> <tr> <td>Equipment:</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Contingency/Other:</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td><b>FY2022-23 Total:</b></td> <td style="text-align: right;"><b>\$ 1,199,075</b></td> </tr> </table>		Project ID:	22022	Project Location:	Harbour Way Blvd.	Charges for Services	\$ -	Planning and Design:	\$ -	Construction:	\$ 1,199,075	Equipment:	\$ -	Contingency/Other:	\$ -	<b>FY2022-23 Total:</b>	<b>\$ 1,199,075</b>
Project ID:	22022																	
Project Location:	Harbour Way Blvd.																	
Charges for Services	\$ -																	
Planning and Design:	\$ -																	
Construction:	\$ 1,199,075																	
Equipment:	\$ -																	
Contingency/Other:	\$ -																	
<b>FY2022-23 Total:</b>	<b>\$ 1,199,075</b>																	
	Estimated Start Date: 7/1/2021																	
	Estimated Completion Date: TBD																	



**Justification:**



Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
1054 Engineering Grant	New	\$ 1,199,075					\$ 1,199,075
<b>Total</b>	<b>\$ -</b>	<b>\$ 1,199,075</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,199,075</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

<b>Project Name:</b>	Harbour Way Improvements	
<b>Project Manager:</b>	Patrick Phelan	
<b>Department Responsible:</b>	Public Works	
<b>Project Description:</b>	This project entails the design and construction of a variety of pedestrian and bicycle improvements along Harbour Way from its southerly terminus at the proposed Richmond Ferry Terminal north to Pennsylvania Avenue. The project will implement improvements proposed in several City planning documents, including the South Shoreline Connectivity Plan, Bicycle Master Plan, and the Pedestrian Plan and its Yellow Brick Road appendix. The Project is partially funded by a Transportation Development Act grant.	
	Project ID:	29103
	Project Location:	Harbour Way Blvd. (North and South)
	Charges for Services	\$ -
	Planning and Design:	\$ -
	Construction:	\$ 82,500
	Equipment:	\$ -
	Contingency/Other:	\$ -
	<b>FY2022-23 Total:</b>	<b>\$ 82,500</b>
	Estimated Start Date:	7/1/2016
Estimated Completion Date:	Ongoing	
<b>Justification:</b>	Harbour Way is in both the Pedestrian Plan and the Bicycle Master Plan. It is especially important as a bike/pedestrian route because it is the only street that traverses the City in a north-south direction connecting San Pablo and North Richmond to the planned ferry service at the terminus of Harbour Way.	



Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
1054 Engineering Grant	Ongoing	\$ 82,500					\$ 82,500
2002 Measure J	Ongoing						\$ -
<b>Total</b>	<b>\$ -</b>	<b>\$ 82,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 82,500</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

<b>Project Name:</b>	I-80 Central Interchange Phase I		
<b>Project Manager:</b>	Joe Leach		
<b>Department Responsible:</b>	Public Works		
<b>Project Description:</b>	<p>This project is the second of a two phase effort to improve traffic congestion at the I-580/I-80/Central Avenue area. Phase I includes signalization of intersections currently configured as all-way stops and the installation of variable message signs (VMS). The VMS will be configured to prohibit left turns onto westbound I-80 from Central during weekend peak periods, redirecting this traffic to eastbound I-580. This project is wholly funded by grants, including a Federal earmark and Measure J.</p>		
	Project ID:	29110	
	Project Location:	I-580/I-80 Central Ave.	
	Charges for Services	\$ -	
	Planning and Design:	\$ -	
	Construction:	\$ 2,199,012	
	Equipment:	\$ -	
	Contingency/Other:	\$ -	
	<b>FY2022-23 Total:</b>	<b>\$ 2,199,012</b>	
	Estimated Start Date:	7/1/2016	
	Estimated Completion Date:	12/31/2023	
<b>Justification:</b>	Central Avenue is a designated Route of Regional Significance in Contra Costa County. The four closely spaced signalized intersections along Central Avenue between Jacuzzi Street and Pierce Street lack sufficient storage capacity, resulting in poor intersection operations and heavy congestion during peak travel times, especially on weekends.		

Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
2002 Measure J	\$ 1,001,798	\$ 2,199,012					\$ 3,200,810
<b>Total</b>	<b>\$ 1,001,798</b>	<b>\$ 2,199,012</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,200,810</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ 400,000</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

<b>Project Name:</b>	Joint Powers Agreement (JPA) Sports Field Partnership		
<b>Project Manager:</b>	Joe Leach		
<b>Department Responsible:</b>	Public Works		
<b>Project Description:</b>	This is an agreement the City of Richmond entered into with the cities of El Cerrito, Albany, Berkeley, and Emeryville to build and maintain a multi-use sports field.		
	Project ID:	03A01	
	Project Location:	400 Gilman Street, Albany, CA	
	Planning and Design:	\$ -	
	Construction:	\$ -	
Equipment:	\$ -		
Contingency/Other:	\$ 15,000		
<b>FY2022-23 Total:</b>	<b>\$ 15,000</b>		
Estimated Start Date:	7/1/2015		
Estimated Completion Date:	Ongoing		

**Justification:** This is an agreement that has been entered into with the other agencies.

**SOURCE OF FUNDING**

Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
2110 Park Impact Fee	Ongoing	\$ 15,000					\$ 15,000
<b>Total</b>	<b>\$ -</b>	<b>\$ 15,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,000</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

<b>Project Name:</b>	Martin Luther King Jr. Community Center		
<b>Project Manager:</b>	Joe Leach		
<b>Department Responsible:</b>	Public Works		
<b>Project Description:</b>	<p>This project will design and construct a new community center to replace the Martin Luther King (MLK) Jr. Community Center that was damaged by flooding, and demolished in 2010. The new MLK Center will be designed through a community process and made an integral part of the Nystrom Village Revitalization project. Final design and construction is expected to start in early 2023.</p> <p>Project ID: 01015            Project Location: 360 Harbour Way S.            Charges for Services: \$ -            Planning and Design: \$ 267,692            Construction: \$ -            Equipment: \$ -            Contingency/Other: \$ -  <b>FY2022-23 Total: \$ 267,692</b></p>		
	Estimated Start Date: 7/1/2015		
	Estimated Completion Date: TBD		
<b>Justification:</b>	Design and construct a new (replacement) MLK Community Center.		

Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
2001 General Capital	\$ 531,097	\$ 267,692					\$ 798,789
<b>Total</b>	<b>\$ 531,097</b>	<b>\$ 267,692</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 798,789</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

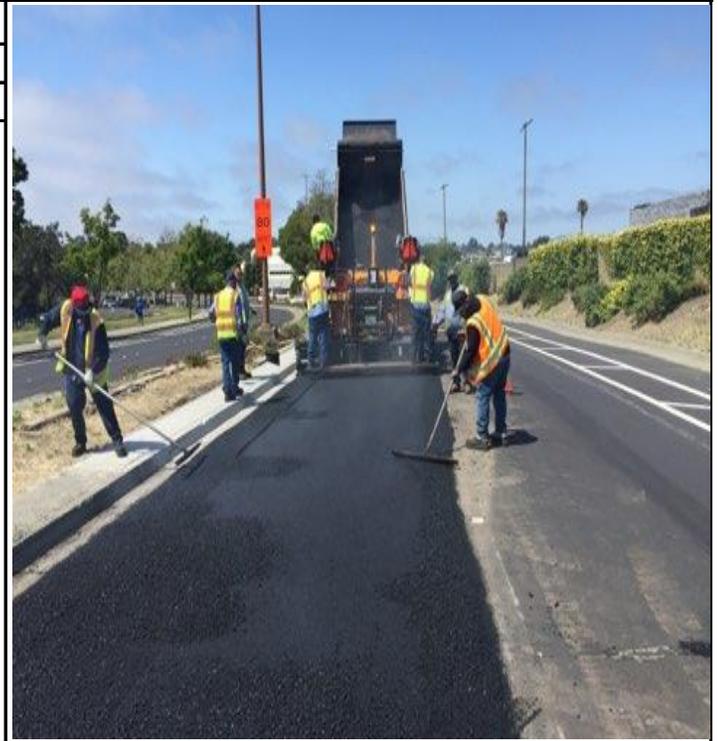
<b>Project Name:</b>	SF Bay Trail Pt. Molate		
<b>Project Manager:</b>	Yader Bermudez		
<b>Department Responsible:</b>	Public Works		
<b>Project Description:</b>	<p>This project will construct 1.25 miles of multi-use San Francisco Bay Trail between Point Molate Beach Park and Stenmark Drive at the northern border of the City's Point Molate property.</p>		
	Project ID:	01A14	
	Project Location:	Pt. Molate	
	Charges for Services:	\$ 115,139	
	Planning and Design:	\$ -	
	Construction:	\$ 904,828	
	Equipment:	\$ -	
	Contingency/Other:	\$ -	
	<b>FY2022-23 Total:</b>	<b>\$ 1,019,967</b>	
	Estimated Start Date:	6/30/2016	
	Estimated Completion Date:		
<b>Justification:</b>	Pedestrian and bicycle safety. Recreation.		

Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
2001 General Capital	\$ 526,150	\$ 646,703					\$ 1,172,853
2116 Parks Open Space Impact Fee		\$ 373,264					\$ 373,264
<b>Total</b>	<b>\$ 526,150</b>	<b>\$ 1,019,967</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,546,117</b>

<b>Estimated Operation and Maintenance Cost:</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

<b>Project Name:</b>	Street Paving	
<b>Project Manager:</b>	Yader Bermudez	
<b>Department Responsible:</b>	Public Works	
<b>Project Description:</b>	This project is needed to repair deteriorated infrastructure assets and as preventive maintenance. It will improve the roadway Pavement Condition Index (PCI) and reduce routine maintenance. The pavement rehabilitation is anticipated to have a useful life of 20 years and is anticipated to be completed during fiscal years 2020-21 and 2021-22.	
	Project ID:	01A05
	Project Location:	City-wide
	Charges for Services	\$ 850,000
	Planning and Design:	\$ -
	Construction:	\$ 1,650,000
	Equipment:	\$ -
	Contingency/Other: Annual Street Audit Report	\$ -
	<b>FY2022-23 Total:</b>	<b>\$ 2,500,000</b>
	Estimated Start Date:	7/1/2016
Estimated Completion Date:	Ongoing	
<b>Justification:</b>	This project is needed to repair deteriorated infrastructure assets and as preventive maintenance. It will improve the roadway Pavement Condition Index (PCI) and reduce routine maintenance.	



Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
1002 Gas Tax	Ongoing	\$ 2,500,000	\$ 2,550,000	\$ 2,601,000	\$ 2,653,020	\$ 2,706,080	\$ 13,010,100
<b>Total</b>	<b>\$ -</b>	<b>\$ 2,500,000</b>	<b>\$ 2,550,000</b>	<b>\$ 2,601,000</b>	<b>\$ 2,653,020</b>	<b>\$ 2,706,080</b>	<b>\$ 13,010,100</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

<b>Project Name:</b>	Street Paving Cutting Boulevard and Harbour Way South Bikeways	
<b>Project Manager:</b>	Patrick Phelan	
<b>Department Responsible:</b>	Public Works	
<b>Project Description:</b>	This project includes installing a separated two-way bikeway along portions of Cutting Boulevard, Hoffman Boulevard, and Harbour Way South, as well as an asphalt berm, traffic striping, pavement markings, signage, asphalt slurry sealing, and traffic signal work.	
	Project ID:	SB115
	Project Location:	Cutting Boulevard (Garrard-Hoffman), Hoffman Boulevard (Cutting-Harbour Way South), Harbour Way South (Hoffman-South Terminus)
	Charges for Services	\$ 809
	Planning and Design:	\$ -
	Construction:	\$ 543,320
	Construction Management:	\$ -
	Contingency/Other:	\$ 162,179
	<b>FY2022-23 Total:</b>	<b>\$ 706,308</b>
	Estimated Start Date:	9/1/2020
Estimated Completion Date:	6/30/2024	
<b>Justification:</b>	Implementing the recently adopted Ferry to Bridge to Greenway (F2B2G) Plan.	



Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
1019 SB1	\$ 103,291	\$ 706,308					\$ 809,599
<b>Total</b>	<b>\$ 103,291</b>	<b>\$ 706,308</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 809,599</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

<b>Project Name:</b>	Street Paving 37th Street Bicycle & Pedestrian Improvements		
<b>Project Manager:</b>	Yader Bermudez		
<b>Department Responsible:</b>	Public Works		
<b>Project Description:</b>	ADA curb ramp construction, pedestrian bulb-outs, traffic striping and pavement markings, traffic signal pedestrian improvements, pavement rehabilitation.		
	Project ID:	SB101	
	Project Location:	37th Street	
	Charges for Services	\$ 22,310	
	Planning and Design:	\$ -	
	Construction:	\$ 277,690	
	Equipment:	\$ -	
	Contingency/Other: Annual Street Audit Report	\$ -	
	<b>FY2022-23 Total:</b>	<b>\$ 300,000</b>	
	Estimated Start Date:	7/1/2018	
	Estimated Completion Date:	Ongoing	
<b>Justification:</b>	This grant-funded project is needed to address traffic safety for vehicles, pedestrians, and people riding bicycles.		

Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
1019 SB1	Ongoing	\$ 300,000					\$ 300,000
<b>Total</b>		<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

<b>Project Name:</b>	Street Paving SB1 - Castro Ranch Road Rehabilitation	
<b>Project Manager:</b>	Yader Bermudez	
<b>Department Responsible:</b>	Public Works	
<b>Project Description:</b>	ADA improvements, pavement rehabilitation, bicycle striping, pavement markings, traffic striping, pedestrian crossings.  The pavement rehabilitation is anticipated to have a useful life of 20 years and is anticipated to be completed during fiscal year 2021-22.	
	Project ID:	SB102 and 23G03
	Project Location:	Castro Ranch Road
	Charges for Services	\$ 9,070
	Planning and Design:	\$ -
	Construction:	\$ 320,098
	Equipment:	\$ -
Contingency/Other: Annual Street Audit Report	\$ -	
<b>FY2022-23 Total:</b>	<b>\$ 329,168</b>	
Estimated Start Date:	7/1/2018	
Estimated Completion Date:	6/30/2024	
<b>Justification:</b>	This project is needed to repair deteriorated infrastructure assets. It will improve the roadway Pavement Condition Index (PCI) and reduce routine maintenance.	



Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
1019 SB1	\$ 539,670	\$ 329,168					\$ 868,838
1054 Grant	\$ 290,936						\$ 290,936
<b>Total</b>	<b>\$ 830,607</b>	<b>\$ 329,168</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,159,775</b>

<b>Estimated Operation and Maintenance Cost:</b>	\$	-
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

<b>Project Name:</b>	Street Paving SB1 Marina Way Wellness Trail	
<b>Project Manager:</b>	Yader Bermudez	
<b>Department Responsible:</b>	Public Works	
<b>Project Description:</b>	Funded with Road Maintenance and Rehabilitation Account (RMRA) revenues include, pavement rehabilitation of portions of the Richmond Parkway.  The pavement rehabilitation is anticipated to have a useful life of 20 years.	
	Project ID:	SB106
	Project Location:	
	Charges for Services	\$ -
	Planning and Design:	\$ -
	Construction:	\$ 59,861
	Equipment:	\$ -
	Contingency/Other: Annual Street Audit Report	\$ -
	<b>FY2021-22 Total:</b>	<b>\$ 59,861</b>
	Estimated Start Date:	7/1/2018
	Estimated Completion Date:	Ongoing
<b>Justification:</b>	This project is needed to repair deteriorated infrastructure assets and as preventive maintenance. It will improve the roadway Pavement Condition Index (PCI) and reduce routine maintenance.	



Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
1019 SB1	323,284	\$ 59,861					\$ 383,145
<b>Total</b>	<b>\$ -</b>	<b>\$ 59,861</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 383,145</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$</b>	<b>-</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

<b>Project Name:</b>	Street Paving SB1 Richmond Parkway							
<b>Project Manager:</b>	Yader Bermudez							
<b>Department Responsible:</b>	Public Works							
<b>Project Description:</b>	Funded with Road Maintenance and Rehabilitation Account (RMRA) revenues include, pavement rehabilitation of portions of the Richmond Parkway.							
	The pavement rehabilitation is anticipated to have a useful life of 20 years.							
	Project ID:						SB106	
	Project Location:							
	Charges for Services	\$					-	
	Planning and Design:	\$					-	
	Construction:	\$		1,000,000				
	Equipment:	\$					-	
	Contingency/Other: Annual Street Audit Repor	\$					-	
	<b>FY2020222 Total:</b>	<b>\$</b>		<b>1,000,000</b>				
	Estimated Start Date:						7/1/2018	
	Estimated Completion Date:						Ongoing	
<b>Justification:</b>	This project is needed to repair deteriorated infrastructure assets and as preventive maintenance. It will improve the roadway Pavement Condition Index (PCI) and reduce routine maintenance.							
<b>Project Funding</b>	<b>Prior</b>	<b>FY2023</b>	<b>FY2024</b>	<b>FY2025</b>	<b>FY2026</b>	<b>FY2027</b>	<b>Total</b>	
1019 SB1	323,284	\$ 1,000,000					\$ 1,000,000	
<b>Total</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>	
<b>Estimated Operation and Maintenance Cost:</b>		<b>\$</b>						<b>-</b>



**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

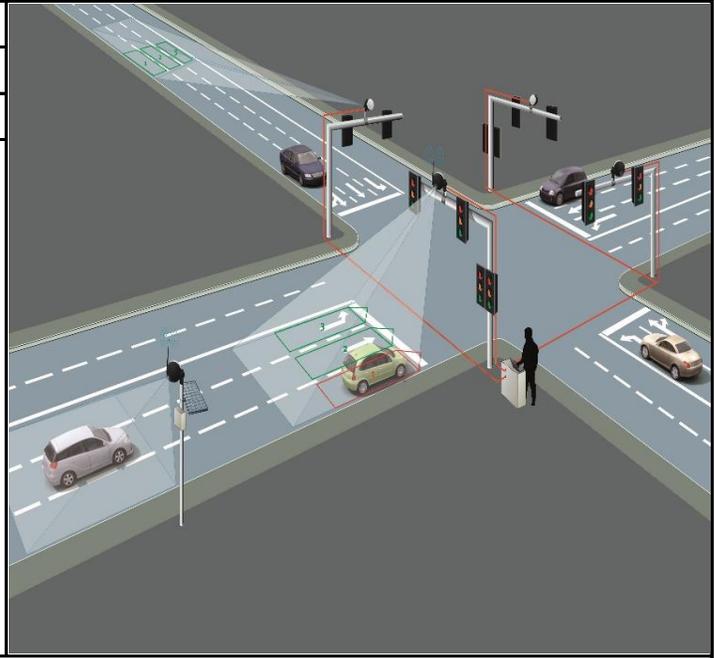
<b>Project Name:</b>	Surface Drainage																	
<b>Project Manager:</b>	Yader Bermudez																	
<b>Department Responsible:</b>	Public Works																	
<b>Project Description:</b>	<p>This project is intended to address various types of surface drainage issues including but not limited to the following: Repair damaged curb and gutter causing ponding; reduce isolated flooding areas; and stop ground water seepage.</p>																	
	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Project ID:</td> <td style="width: 50%; text-align: right;">01C09</td> </tr> <tr> <td>Project Location:</td> <td style="text-align: right;">City-wide</td> </tr> <tr> <td>Charges for Services</td> <td style="text-align: right;">\$ 27,000</td> </tr> <tr> <td>Planning and Design:</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Construction:</td> <td style="text-align: right;">\$ 273,000</td> </tr> <tr> <td>Equipment:</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Contingency/Other:</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td><b>FY2022-23 Total:</b></td> <td style="text-align: right;"><b>\$ 300,000</b></td> </tr> </table>		Project ID:	01C09	Project Location:	City-wide	Charges for Services	\$ 27,000	Planning and Design:	\$ -	Construction:	\$ 273,000	Equipment:	\$ -	Contingency/Other:	\$ -	<b>FY2022-23 Total:</b>	<b>\$ 300,000</b>
Project ID:	01C09																	
Project Location:	City-wide																	
Charges for Services	\$ 27,000																	
Planning and Design:	\$ -																	
Construction:	\$ 273,000																	
Equipment:	\$ -																	
Contingency/Other:	\$ -																	
<b>FY2022-23 Total:</b>	<b>\$ 300,000</b>																	
	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Estimated Start Date:</td> <td style="width: 50%; text-align: right;">7/1/2018</td> </tr> <tr> <td>Estimated Completion Date:</td> <td style="text-align: right;">Ongoing</td> </tr> </table>	Estimated Start Date:	7/1/2018	Estimated Completion Date:	Ongoing													
Estimated Start Date:	7/1/2018																	
Estimated Completion Date:	Ongoing																	
<b>Justification:</b>	This project is mandated by Federal Law.																	

Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
2002 Measure J	Ongoing	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,500,000
<b>Total</b>	\$ -	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,500,000

<b>Estimated Operation and Maintenance Cost:</b>	\$ -
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

<b>Project Name:</b>	Traffic Safety Improvement	
<b>Project Manager:</b>	Joe Leach	
<b>Department Responsible:</b>	Public Works	
<b>Project Description:</b>	Various traffic safety improvement projects including Video Detection Systems and traffic signal improvements. 33rd and Macdonald, traffic calming measures, Harbour Way striping improvements, on-call transportation consultant, studies, etc	
	Project ID:	01B02
	Project Location:	City-wide
	Charges for Services	\$ 57,419
	Planning and Design:	\$ -
	Construction:	\$ 206,220
	Equipment:	\$ -
Contingency/Other:	\$ -	
<b>FY2022-23 Total:</b>	<b>\$ 263,639</b>	
Estimated Start Date:	7/1/2018	
Estimated Completion Date:	Ongoing	
<b>Justification:</b>	The project is needed to improve traffic safety at several locations throughout the City.	

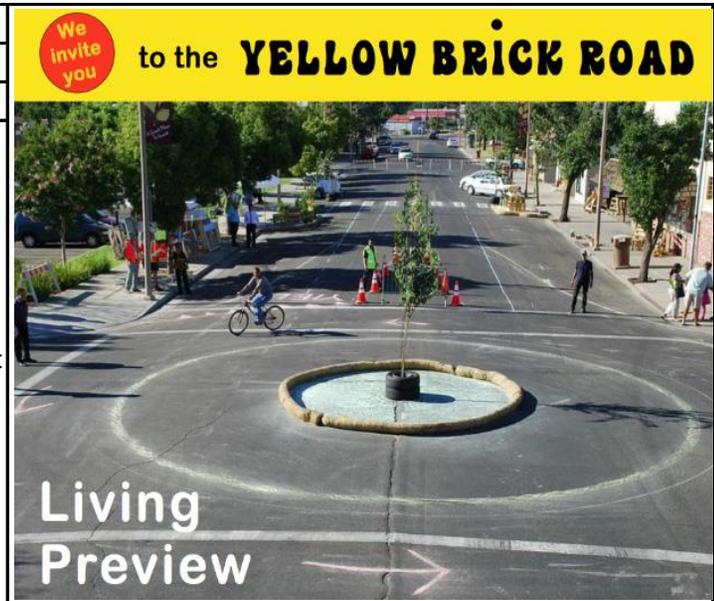


Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
2002 Measure J	Ongoing	\$ -	\$ 260,000	\$ 260,000	\$ 260,000	\$ 260,000	\$ 1,040,000
2111 Traffic Impact Fee	Ongoing	\$ 263,639					\$ 263,639
<b>Total</b>	<b>\$ -</b>	<b>\$ 263,639</b>	<b>\$ 260,000</b>	<b>\$ 260,000</b>	<b>\$ 260,000</b>	<b>\$ 260,000</b>	<b>\$ 1,303,639</b>

<b>Estimated Operation and Maintenance Cost:</b>	<b>\$ -</b>
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**City of Richmond**  
**Capital Improvement Plan**  
**FY2023 through FY2027**  
**Project Description Report**

<b>Project Name:</b>	Yellow Brick Road
<b>Project Manager:</b>	Yader Bermudez
<b>Department Responsible:</b>	Public Works
<b>Project Description:</b>	Construct a safe bike and walking route in Richmond's Iron Triangle neighborhood to connect community assets together.
Project ID:	29113
Project Location:	8th Street
Charges for Services	\$ 8,245
Planning and Design:	\$ 58,397
Construction:	\$ 1,255,258
Equipment:	\$ -
Contingency/Other:	\$ -
<b>FY2021-22 Total:</b>	<b>\$ 1,321,900</b>
Estimated Start Date:	7/1/2017
Estimated Completion Date:	6/30/2023



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

Project Funding	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Total
1054 Engineering Grant	\$ 883,917	\$ 8,245					\$ 892,162
1017 ECIA	\$ 618,098	\$ 1,313,655					\$ 1,931,753
<b>Total</b>	<b>\$ 1,502,015</b>	<b>\$ 1,321,900</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,823,915</b>

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

# Budget Glossary

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

## A

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

**Accounts Payable (A/P):** Amounts owing to private persons, firms, or corporation for goods and services received.

**Accounts Receivable (A/R):** Amounts owing from private persons, firms or corporation for goods and services furnished.

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

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

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

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

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

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

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

# Budget Glossary

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

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

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

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

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

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

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

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

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

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

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

# Budget Glossary

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

## **B**

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

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

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

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

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

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

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

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

# Budget Glossary

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

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

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

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

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

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

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

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

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

## C

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

# Budget Glossary

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

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

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

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

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

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

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

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

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

# Budget Glossary

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

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

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

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

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

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

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

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

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

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

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

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

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

# Budget Glossary

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

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

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

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

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

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

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

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

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

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

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

# Budget Glossary

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

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

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

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

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

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

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

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

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

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

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

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

## Budget Glossary

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

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

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

### D

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

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

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

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

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

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

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

# Budget Glossary

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

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

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

**Development:** Means the following activities: (1) the division of a parcel of land into two or more parcels; (2) the construction, reconstruction, conversion, structural alteration, relocation, enlargement, or demolition of a structure, excavation, landfill, or deposition; and (3) any use, or change in the use, of any structure, or land, or extension of use of land.

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

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

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

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

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

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

# Budget Glossary

## E

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

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

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

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

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

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

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

**Engineer's Estimate:** A detailed construction cost estimate including a list of contractor bid items, estimated quantities and estimated unit prices, the Contract Total, sales tax, contingency costs, cost of work to be done by City crews, cost of work to be done by others, value of material furnished by City, estimated cost of incentives, and reimbursable. Engineer's Estimates are generally labeled as 70% Engineer's Estimate, 95% Engineer's Estimate, and 100% Engineer's Estimate.

## Budget Glossary

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

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

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

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

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

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

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

### **E**

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

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

# Budget Glossary

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

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

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

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

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

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

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

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

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

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

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

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

# Budget Glossary

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

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

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

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

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

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

## G

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

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

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

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

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

# Budget Glossary

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

## H

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

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

## I

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

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

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

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

# Budget Glossary

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

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

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

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

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

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

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

## J

There are no terms at this time.

## K

There are no terms at this time.

## L

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

# Budget Glossary

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

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

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

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

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

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

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

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

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

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

# Budget Glossary

## M

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

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

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

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

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

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

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

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

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

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

## Budget Glossary

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

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

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

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

### N

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

**National Highway System (NHS):** Consists of 155,00 miles (plus or minus 15 percent) of the major roads in the U.S. Included will be all Interstate routes, a large percentage of urban and rural principal arterials, the defense strategic highway network, and strategic highway connectors.

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

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

## Budget Glossary

**Negative Declaration:** Under the CEQA, a Negative Declaration is prepared when, after completing an initial study, a lead agency determines that a project "would not have a significant effect on the environment".

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

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

**Notice of Determination (NOD):** Under the CEQA, a Notice of Determination is filed by the lead environmental regulatory agency once it has decided to implement or approve a project for which it has approved a negative declaration.

**Notice of Intent (NOI):** Under NEPA, the first formal step in the environmental impact statement process, consisting of a notice with the following information: a description of the proposed action and alternatives; a description of the agency's proposed scoping process, including scoping meetings; and the name and address of the persons to contact within the lead agency regarding the environmental impact statement.

**Notice of Preparation (NOP):** The CEQA requires this notice to the public that an EIR will be prepared for a proposed development. It allows time for members of the community to submit their environmental concerns regarding a proposed development.

**Notice to Proceed:** A letter signed by the Project Engineer and issued to the Contractor granting notice that construction must begin within a designated period.

### O

**Objectives:** Departmental statements describing significant activities to be accomplished during the fiscal year.

**Obligation:** The Federal government's legal commitment (promise) to pay or reimburse the states or other entities for the Federal share of a project's eligible costs.

**Operating Budget:** A financial plan for the provision of City services and basic governmental functions. The operating budget contains appropriations for such expenditures as personnel services, fringe benefits, commodities, services and minor capital expenses. It does not include Capital Improvement Plan expenditures.

**Operations and Maintenance:** Expenditures related to operating costs including supplies, commodities, contract services, materials, utilities and educational services.

## Budget Glossary

**Ordinance:** A formal legislative enactment by the governing board (City Council) of a municipality. If it is not in conflict with any higher form of law, it has the full force and effect of law within the boundaries of the municipality to which it applies.

**Outfall:** The point where wastewater or drainage discharges from a sewer pipe, ditch, or other conveyance to a receiving body of water.

### P

**Performance Measures:** Specific quantitative measures of work performed within an activity or program (e.g., total miles of streets cleaned). Also, a specific quantitative measure of results obtained through a program or activity (e.g., reduced incidence of vandalism due to new street lighting program).

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

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

**Personnel Services:** Expenditures related to employee compensation including wages and salaries, fringe benefits, retirement, premiums, allowances and special/supplemental pay such as shift differentials.

**Phase:** Series of related activities during a project's lifecycle, usually culminating in the completion of a major deliverable.

**Plat Map:** A map of a town, section or subdivision indicating the location and boundaries of individual properties.

**Pre-construction Conference (Precon):** A meeting held with the Contractor and City of Richmond staff with the purpose of introducing all parties involved in project construction, identifying critical project issues, and answering Contractor questions. The meeting occurs between contract execution and Notice to Proceed.

**Program:** An activity, or division, within a department which furthers the objectives of the City Council, by providing services or a product.

**Program Budget:** Programs, and associated program codes, are created to articulate the programmatic functions performed by the City organization. The budget (both revenues and expenditures) can be described in programmatic terms. This enables the Mayor and City Council to view how much is being committed and/or spent to achieve their goals and objectives.

# Budget Glossary

**Programming:** The designation of funds for transportation projects which when approved is included in the TIP.

**Project:** A temporary endeavor undertaken to create a unique product or service. It can be considered to be any series of activities and tasks that have: (1) A specific objective to be completed within certain specifications; (2) defined start and end dates; and (3) funding limits and consumed resources. Generally, this is a construction project but could be any undertaking requiring a joint effort wherein a scope, schedule, budget, and desired outcome has been defined.

**Project Closeout Phase:** A specific phase of the project when construction tasks are completed, contractual and administrative requirements are completed and the project files are archived.

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

**Project Report:** Is a conceptual engineering report that describes the work in more detail than the PSR.

**Project Study Report (PSR):** Is the pre-programming document required before a project may be included in the State Transportation Improvement Program (STIP).

**Property Tax:** A major portion of the revenues of the City is from property taxes. Property such as land, structures and improvements is subject to tax which is applied to a property's value. In 1978, Proposition 13 revised the calculation of the California property taxes by establishing a fixed rate of one percent of a property's value and thereby limiting the growth in assessed valuation to 2% per year. The exception to this is when property changes hands, in which case fair value becomes the basis of valuation. The City receives its share of property taxes during the months of December, April and June of each fiscal year at 55%, 40% and 5% of the total amount. Of the total property tax received, approximately 48% is General Fund, 16% is Sewer, 24% is Pension Tax Override and 12% is from Assessment Districts.

**Proprietary Funds:** Account for activities that are primarily funded by income from operations resulting from payments for goods and services provided to users.

**PS&E:** Plans, Specifications and Estimates

**Punchlist:** A list of items generated following the Final Inspection consisting of work the Contractor must complete before the project is considered complete and the Notice of Completion and Acceptance is issued.

# Budget Glossary

## Q

There are no terms at this time.

## R

**Ready-to-Ad:** A document that confirms funds is available for construction; it is signed by the Finance Manager of the Capital Improvement Plan Unit and CRE and is required prior to advertisement of the project.

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

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

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

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

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

**Reimbursements:** Payments remitted by another agency, department, or fund to help defray the costs of a particular service or activity for which some benefit was obtained by the reimbursing party. These amounts are recorded as expenditures, or expenses in the reimbursing fund and as a reduction of expenditures, or expenses, in the fund that is reimbursed.

**Relocation:** The effort to assist and facilitate re-housing of families and single persons, businesses or organizations that are displaced due to redevelopment activities.

**Relocation Assistance:** Relocation payments help to assist families, individuals, businesses, and non-profit organizations that are displaced as a result of redevelopment activities. This includes aid in finding a new location, payments to help cover moving costs, and additional payments for certain other costs.

# Budget Glossary

**Reserved Fund Balance:** A portion of a fund's balance that is legally restricted for a specific purpose and is, therefore, not available for general appropriation.

**Resolution:** A special order of the City Council which requires less legal formality than an Ordinance in terms of public notice and the number of public readings prior to approval. A Resolution has lower legal standing than an Ordinance. The adopted operating budget is approved by Resolution and requires a majority vote of the City Council members present at the time of adoption.

**Revenue:** Funds that the City receives as income. It includes such items as taxes, licenses, user fees/charges for services, fines/penalties, grants, and internal revenue.

**Revenue Estimates:** A formal estimate of how much revenue will be earned from a specific revenue source for some future period; typically, a future fiscal year.

**Right-of-Way (ROW):** The right given by one landowner to another to pass over the land actually transferring ownership. ROW is granted by deed or easement, for construction and maintenance according to a designated use. This may include highways, streets, canals, ditches, or other uses.

**Runoff:** Drainage or flood discharge that leaves an area as surface flow or as pipeline flow.

## S

**Salaries and Benefits:** An operating budget category which generally accounts for full-time and part-time salaries, overtime costs, and fringe benefits.

**Sales and Use Tax:** The current Sales Tax rate in Richmond is 8.75%. The City's share of this is 1% percent, with the State getting 6.25%. Sales tax revenue is influenced by different factors such as the number of retail outlets, the interest rates, disposable income, and the rate of inflation. Richmond also has revenue sharing agreements with the City of El Cerrito.

**Schedule:** The planned dates for performing activities and the planned dates for meeting milestones.

**Secondary Access:** A second means for vehicles to get into or leave a neighborhood or development. Having more than one means of access tends to distribute traffic more evenly, and is considered critical for emergency vehicle access.

**Sewer:** Any pipe or conduit used to collect and carry away sewage or storm water runoff from the generating source to the treatment plant or receiving stream.

# Budget Glossary

**Sewer Capital:** Fees collected by the City for future expansion and capacity increases of the sewer and waste water systems.

**Source of Revenue:** Revenues are classified according to their source or point of origin.

**Special Revenue Fund:** Used to account for the proceeds of special revenue sources that are restricted by law (or administrative action) to expenditures for specific purposes.

**Specifications Package:** A packet of information made up of Standard Specifications and Special Provisions that forms the basis of the construction contract defining the work to be done, the material requirements, the construction requirements, the methods of measurement, and the methods of payment during construction. The Specifications Package is generally referred to as either 70% Spec Package, 95% Spec Package or 100% Spec Package.

**State Transportation Improvement Program (STIP):** The statewide CIP adopted biennially by the California Transportation Commission, which includes all major transportation projects funded by state or Federal funds.

**Statement of Overriding Considerations:** Provides an agency with a means to adopt a project with unmitigated significant environmental impacts. The CEQA requires the decision-maker to balance the benefits of a proposed project against its unavoidable environmental risks in determining whether to approve the project. If the benefits of a proposed project outweigh the unavoidable adverse environmental effects, the adverse environmental effects may be considered acceptable.

**Storm Drain:** An opening leading to an underground pipe or open ditch for carrying surface runoff, separate from the sanitary sewer or wastewater system.

**Storm Drain Fund:** Fees received from developers for storm drain facilities.

**Stormwater:** Precipitation that accumulates in natural and/or constructed storage and storm water systems during and immediately following a storm event.

**Stormwater Pollution Prevention Plan (SWPPP):** A plan to describe a process through which a facility thoroughly evaluates potential pollutant sources at a site and selects and implements appropriate measures designed to prevent or control the discharge of pollutants in storm water runoff.

**Street, Arterial:** A thoroughfare designed to carry vehicular traffic between neighborhoods and from surrounding areas into and out of the city.

# Budget Glossary

**Street, Collector:** A street that directs neighborhood vehicular traffic to the arterial street system; it basically serves the surrounding neighborhoods, not the wider community.

**Street, Local:** A street that provides access to adjacent properties and allows for vehicular traffic circulation within a neighborhood.

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

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

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

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

**Sustainable Development:** Development with the goal of preserving environmental quality, natural resources and livability for present and future generations. Sustainable initiatives work to ensure efficient use of resources.

**System Capacity:** The ability of natural, infrastructure, social and economic systems to accommodate growth and development without degrading or exceeding the limits of those systems, as determined by a carrying capacity analysis.

## I

**Tax Allocation Bond:** A bond or financial obligation issued by the agency in order to generate funds to implement the redevelopment plan. The bond is repaid with tax increments flowing to the agency as a result of actions of the agency to revitalize the project area.

**Tax Increment:** The increase in property taxes within the redevelopment project area that result from increases in the project area assessed value that exceeds the base year assessed value.

**Transfer:** A movement of budgetary or actual revenues or expenditures between organizational units, accounts, projects, programs or funds. Transfers between funds appear as an expenditure (“transfer out”) in one fund and revenue (“transfer in”) in the other.

## Budget Glossary

Transfers between fiscal years represent the carry forward of funds received in previous years to be expended in the new year and appear as revenue in the new year. Transfers between departments, funds or from one fiscal year to another must be approved by City Council.

**Transfers In/Out:** Payments from one fund to another fund, primarily for work or services provided.

**Transient Occupancy Tax (TOT):** The TOT at 10% is imposed on and paid by the hotel/motel lodgers who stay less than thirty days. The tax is collected and remitted by hotel/motel operators.

**Triple Flip State:** On July 1, 2004 the State began reducing the Sales Tax Allocation to Cities by .25%. The .25% reduction was used for security for the State's "Economy Recovery Bonds". This was replaced dollar-for-dollar by an allocation of local property tax from the County Educational Revenue Augmentation Fund (ERAF) funds paid to the Cities in two payments in January and May.

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

### U

**Urban Transportation Planning System (UTPS):** Is a tool for multi-modal transportation planning developed by the Urban Mass Transportation Administration (now the Federal Transit Administration) and the Federal Highway Administration. It is used for both long and short-range planning, particularly system analysis and covers both computerized and manual planning methods. UTPS consists of computer programs, attendant documentation, user guides and manuals that cover one or more of five analytical categories: highway network analysis, transit network analysis, demand estimation, data capture and manipulation, and sketch planning.

**Utilities:** Generally referring to any outside service agency, including but not limited to, public and private utilities, public transportation agencies, postal services, emergency services, city agencies, and railroads.

**Utility Users Tax (UUT):** A 10% tax imposed on utility (telecommunication, gas, electricity, water and video) revenue.

## Budget Glossary

### V

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

### W

**Working Capital:** Also known as financial position in private sector accounting and in enterprise fund accounting in the public sector, working capital is the excess of current assets over current liabilities. For the enterprise funds, this term is used interchangeably with "fund balance", a comparable financial position concept in the governmental fund types.

### X

There are no terms at this time.

### Y

There are no terms at this time.

### Z

**Zero Base Budget:** A process emphasizing management's responsibility to plan, budget, and evaluate. Zero-base budgeting provides for analysis of alternative methods of operation and various levels of effort. It places new programs on an equal footing with existing programs by requiring that program priorities be ranked, thereby providing a systematic basis for allocating resources.

# Budget Glossary

## List of Acronyms

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

# Budget Glossary

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

# Budget Glossary

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

# Budget Glossary

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