

City of Richmond

Mid-Year Budget Review

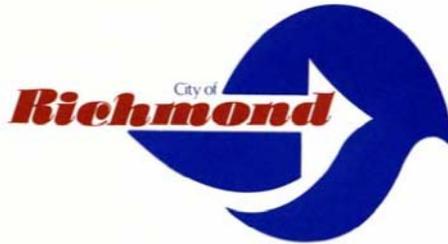


February 17, 2009

This page is intentionally left blank.

**FY2008 - 2009
Mid-Year Review
Of
Revenues & Expenditures**

For the



City of Richmond

February 17, 2009

Prepared for:

Gayle McLaughlin, Mayor

Ludmyrna Lopez, Vice-Mayor

Nathaniel Bates, Councilmember

Maria Viramontes, Councilmember

Tom Butt, Councilmember

Jim Rogers, Councilmember

Jeff Ritterman, Councilmember

Bill Lindsay, City Manager

City of Richmond



Mid-Year Review of Revenues and Expenditures Fiscal Year 2008-09

Contents

Overview	1
General Fund Revenues and Expenditures Summary	3
General Fund Revenues	5
Property Taxes	6
State Taxes	7
Sales and Use Tax	8
Local Taxes	9
Franchise Taxes	10
Licenses and Permits	11
Fees, Fines and Forfeitures	12
Interest and Investment Income	13
Rentals and Concessions, and Charges for Services	14
General Fund Grant Revenue	15
Proceeds on Land and Buildings	16
Other Revenues	17
Operating Transfers-In	18
General Fund Expenditures	
Personnel Expenditures: Salaries	19
Personnel Expenditures: Benefits	20
Vacancy Report	21
Operating Expenditures	24
Summary of Departmental Requests	25
Cash Balances	27
General Fund Loans Receivable	30
Non-General Fund Revenue	31
Non-General Fund Expenditures	32
Non-General Revenue and Expense Summary	33
Grants Analysis	35
Capital Improvement Projects	38
Performance Measure Highlights	44

Finance Department



Overview

City of Richmond

Mid-Year Review of Revenues and Expenditures, Fiscal Year 2008-09

DATE: February 17, 2009
TO: Mayor McLaughlin and Members of the City Council
FROM: James C. Goins, Finance Director/Treasurer
SUBJECT: FY 2008-09 Mid-Year Budget Review

It is my pleasure to present the Fiscal Year (FY) 2008-09 Mid-Year Budget for your review which is an accounting of both General Fund & Non-General Fund revenues and expenditures as of December 31st, 2008, and the City's cash balances for the first half of the year.

The mid-year review process included departmental analysis of personnel expenditures, operating expenditures and capital expenditures as requested by the various departments of the City and recommendations for budget adjustments for the remainder of this fiscal year. The process is an ongoing activity which requires each department to analyze on a monthly basis their budgeted allocations compared to projected expenditures and revenues.

At mid-year, a thorough review of budget variances and requested adjustments were conducted by the the City Manager, Assistant City Manager and the Finance Director.

Revenue projections have been adjusted to reflect actual revenues received as of December 31, 2008. A detailed analysis of each revenue source is included.

Regionally, the real estate market continues to deteriorate at an alarming rate impacting every city. Richmond is seeing a decrease in both Property Taxes and Documentary Transfer Taxes, however, because of the stability of long term residences within the City there has been less market appreciation, and the reassessed property values have not been as hard hit as in other parts of Contra Costa County. The local economy is not continuing the growth of prior years and we have seen a slow down of the Sales Tax revenue after several years of steady growth. The addition of the Target Store this past year helped maintain the Sales Tax revenue stream in spite of slowdown of nearly every sector of the local economy, especially car sales and business to business.

Property Taxes are expected to decrease \$1.7 million below the projected \$34 million budgeted in FY 2008-09. Documentary Transfer Tax was over \$7 million in FY2006-07 and is now expected to be under \$1 million this year.

Additionally, the City is impacted by State and Federal Grants being frozen for lack of funding totaling \$12,820,345. These grants are across several funds affecting various projects such as: Plunge, Skate Park, Martin Luther King Park, Bay Trail, Integrated Video Surveillance and Lighting Improvements for Point Potrero Marine Terminal (PPMT). The dollar amounts for these frozen grants are included in this report on pages 35-37.

With the Passage of Measure T, an initiative measure placed on the ballot by citizens of Richmond changing the way the Business License Tax is calculated, staff is anticipating a significant increase in Business License Taxes which are not reflected in this report. Measure T financial impacts and allocations will be discussed in the upcoming FY 2009-2010 budget hearings.

Departmental expenditures for mid-year are at 50%, including 77 vacant positions. Staff is requesting adjustments of \$3,184,574 for the General Fund and \$4,599,679 for Non-General Fund expenditures.

The General Fund remains balanced between projected revenues and expenditures. Salary savings are being used to fund \$3,184,574 in additional expenditures. Increased expenditures are detailed on pages 24-26 and include \$327,479 for Paratransit operations, \$700,000 for Stormwater legal costs, \$200,000 for additional legal services and \$52,744 for the Hilltop Landscape General Fund operating requirement. General Fund revenues are discussed in detail on pages 5-18.

Non-General Fund adjustments include \$1.6 million for various Employment and Training programs funded by Richmond Community Benefit Agreement; \$6.9 million Capital Improvement Projects for Richmond Community Redevelopment Agency funded by Housing and Urban Development (HUD) and other grants. These are discussed on pages 33-34.

As reflected by the cash balances of funds on pages 28-30, fund expenses are consistent with fund revenues and available cash balances.



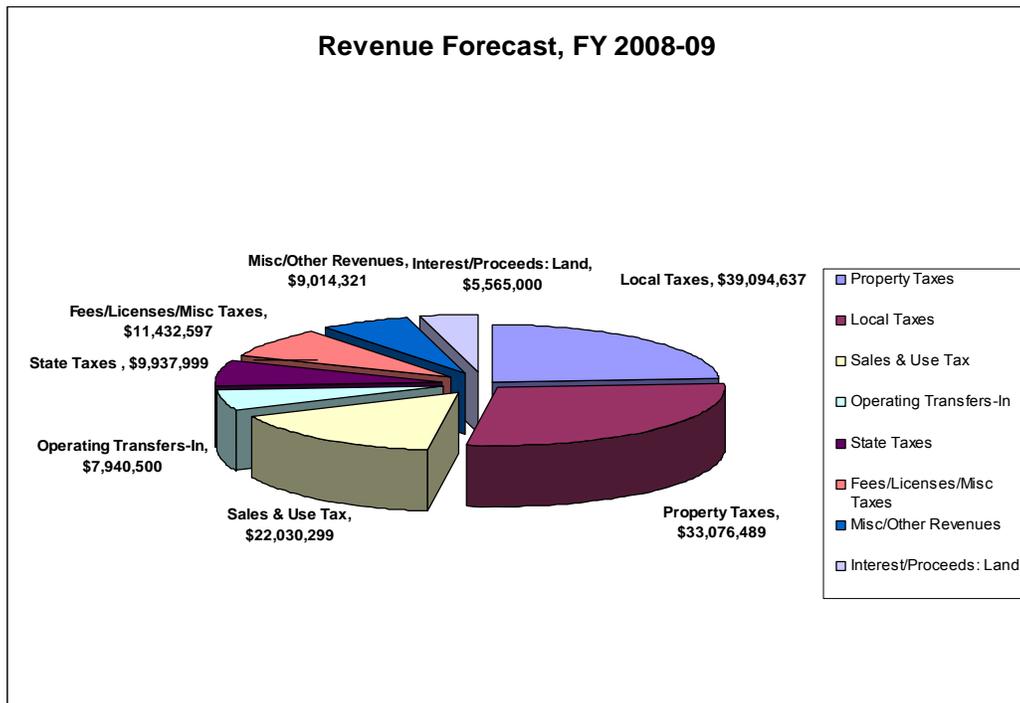
**GENERAL FUND REVENUE AND EXPENDITURES
FY2008-09 MIDYEAR BUDGET REVIEW**

	B	C	D	E =C+D	F =(E-B)/B	G	H	I =(H-G)/G	J =E-H		
	FY2007-08	FY2007-08	FY2008-09	Adjustments	FY2008-09	Adjusted Budget as	FY2007-08 Actual	FY2008-09 Actual	FY2008-09 Actual as	3rd & 4th Quarter	
	Adjusted Budget	Actual	Adopted Budget	FY07-08	Adjusted Budget	% Chg on Prior Year Actual	Mid-Year Jul-07 Thru Dec-07	Mid-Year Jul-08 Thru Dec-08	% Chg on FY2007-08 Actual	FY2008-09 Projections	Detailed Explanations on:
Revenue											
1 Property Taxes	\$ 33,783,746	\$ 34,269,322	\$ 34,797,258	\$ (1,720,769)	\$ 33,076,489	-3%	\$ 17,003,714	\$ 18,921,101	11%	\$ 14,155,388	1 Page 6
2 State Taxes	9,964,800	8,529,591	10,263,744	(325,745)	9,937,999	17%	225,020	429,197	91%	9,508,802	2 Page 7
3 Sales & Use Tax	21,314,786	18,997,429	22,027,934	2,365	22,030,299	16%	8,305,439	5,889,396	-29%	16,140,903	3 Page 8
4 Local Taxes	35,576,434	34,108,874	38,643,728	450,909	39,094,637	15%	11,395,343	15,546,809	36%	23,547,828	4 Page 9
5 Franchise Taxes	3,687,500	3,103,575	4,761,250		4,761,250	53%	561,586	324,436	-42%	4,436,814	5 Page 10
6 Licenses	3,365,705	2,729,452	3,433,019		3,433,019	26%	1,274,983	870,175	-32%	2,562,844	6 Page 11
7 Permits	250,000	246,461	255,000	167,979	422,979	72%	66,816	96,438	44%	326,541	7 Page 11
Reviews	-	28,145			-	-100%	2,160	51,944	2305%	(51,944)	
8 Fees	2,774,020	1,902,924	2,857,241	(41,892)	2,815,349	48%	1,308,166	781,519	-40%	2,033,830	8 Page 12
9 Fines & Forfeitures	289,000	283,918	294,780		294,780	4%	98,901	93,388	-6%	201,392	9 Page 12
10 Interest & Investment Income	3,000,000	760,127	2,000,000	(1,500,000)	500,000	-34%	271,073	100,647	-63%	399,353	10 Page 13
11 Rental & Concession	389,600	381,110	650,000	(252,228)	397,772	4%	149,436	136,994	-8%	260,778	11 Page 14
12 Charges for Services	4,338,909	4,437,261	4,425,686	(58,163)	4,367,523	-2%	2,301,707	1,796,321	-22%	2,571,202	12 Page 14
Public safety Charge	15,000	96,679	50,000		50,000	-48%	15,000	44,361	0%	5,639	
13 Grant Revenue	267,385	404,558	583,885	(94,262)	489,623	21%	143,610	86,776	-40%	402,847	13 Page 15
14 Proceeds: Land, Bldg	4,025,000	4,008,197	5,025,000	40,000	5,065,000	26%	8,197	40,000	0%	5,025,000	14 Page 16
Contributions	10,000	5,000	50,000		50,000	900%	2,500		-100%	50,000	
Reimbursements	-			13,099	13,099	0	-	13,099	0%	-	
Debt Related Expense		3,621,711			-	0			0%	-	
15 Other Revenues	1,098,835	1,873,275	1,200,000	2,116,524	3,316,524	77%	217,198	1,253,861	477%	2,062,663	15 Page 17
City Attorney Fees	25,000	41,928	35,000		35,000	-17%	-	36	0%	34,964	
16 Operating Transfers-In	14,700,000	5,503,497	7,940,500		7,940,500	44%	157,286	77,178	-	7,863,322	16 Page 18
Total Funds Budgeted	\$ 138,875,720	\$ 125,333,035	\$ 139,294,025	\$ (1,202,183)	\$ 138,091,842	10%	\$ 43,508,135	\$ 46,553,675	7%	\$ 91,538,167	
Operating Surplus	7,573,882	14,088,160	2,200,000								
Total Funds Available	\$ 146,449,602	\$ 139,421,195	\$ 141,494,025	\$ (1,202,183)	\$ 138,091,842	-1%	\$ 43,508,135	\$ 46,553,675	7%	\$ 91,538,167	
Expenditures											
Personnel Expenditures											
17 Salaries	\$ 54,800,351	\$ 54,754,901	\$ 54,709,271	\$ (2,298,602)	\$ 52,410,669	-4%	\$ 22,606,954	\$ 30,094,370	33%	\$ 22,316,299	17 Page 19
18 Benefits	33,772,258	30,020,781	35,672,060	(1,731,145)	33,940,915	13%	11,834,060	18,196,960	54%	15,743,955	18 Page 20
Total Personnel Expenditures	\$ 88,572,609	\$ 84,775,683	\$ 90,381,331	\$ (4,029,747)	\$ 86,351,584	2%	\$ 34,441,014	\$ 48,291,329	40%	\$ 38,060,254	
19 Operating Expenditures											19 Page 23
Materials & Supplies	\$ 1,840,218	\$ 1,789,075	\$ 1,630,041		\$ 1,630,041	-9%	\$ 364,277	\$ 712,617	96%	\$ 917,424	
Travel & Training (membership)	931,506	772,917	843,454		843,454	9%	291,929	375,015	28%	468,439	
Contractual Services	11,288,955	10,050,590	6,625,424	975,000	7,600,424	-24%	1,856,990	2,299,884	24%	5,300,540	
Maintenance Expense	433,500	393,915	649,275		649,275	65%	197,328	324,462	64%	324,813	
Other Operating Exp	3,724,931	3,685,015	2,205,230	33,551	2,238,781	-39%	356,755	1,232,721	246%	1,006,059	
Utilities Expenses	671,356	592,182	623,980		623,980	5%	197,701	287,017	45%	336,963	
Internal Services	26,329,396	26,388,535	26,777,080		26,777,080	1%	10,141,898	11,175,259	10%	15,601,821	
Property, Furniture & Fixtures	532,034	285,835	419,627		419,627	47%	107,103	39,521	-63%	380,106	
Grant Expenditures	397,758	142,256	306,672		306,672	116%	-	201,102	0%	105,570	
Debt Service Expenditures	4,548,391	92,859	5,684,997		5,684,997	6022%	1,048,083	1,690,098	0%	3,994,899	
Capital Outlays	2,515,448	37,738	14,000		14,000	-63%	42,193	(30,402)	-172%	44,402	
Operating Transfers Out	4,663,499	10,414,596	3,832,914	1,080,223	4,913,137	-53%	-	3,446,308	0	1,466,829	
Debt Service, Oprtng Trsfers Out	-	-	-		-	0%	-	-		-	0
Total Operating Expenditures	\$ 57,876,992	\$ 54,645,512	\$ 49,612,694	\$ 2,088,774	\$ 51,701,468	-5%	\$ 14,604,257	\$ 21,753,602	49%	\$ 29,947,866	0
Total Funds Required	\$ 146,449,602	\$ 139,421,195	\$ 139,994,025	\$ (1,940,973)	\$ 138,053,052	-1%	\$ 49,045,271	\$ 70,044,932	43%	\$ 68,008,120	0
Contingency Reserve			1,500,000		38,790						0
General Fund Increase (Decrease)	\$ (0)	\$ (0)	\$ 0	\$ -	\$ 0		\$ (5,537,136)	\$ (23,491,256)	324%	\$ 23,530,046	0

This page is intentionally left blank.

General Fund Revenues

Richmond’s General Fund is supported by property taxes (24%), local taxes (28%), sales and use tax (16%), State taxes (7%), and other revenue (6%). This report describes each funding area, and provides information on revenue performance using data available at mid-year. Staff recommends that mid-year adjustments to the General Fund be funded from salary and benefit savings realized from unfilled positions.



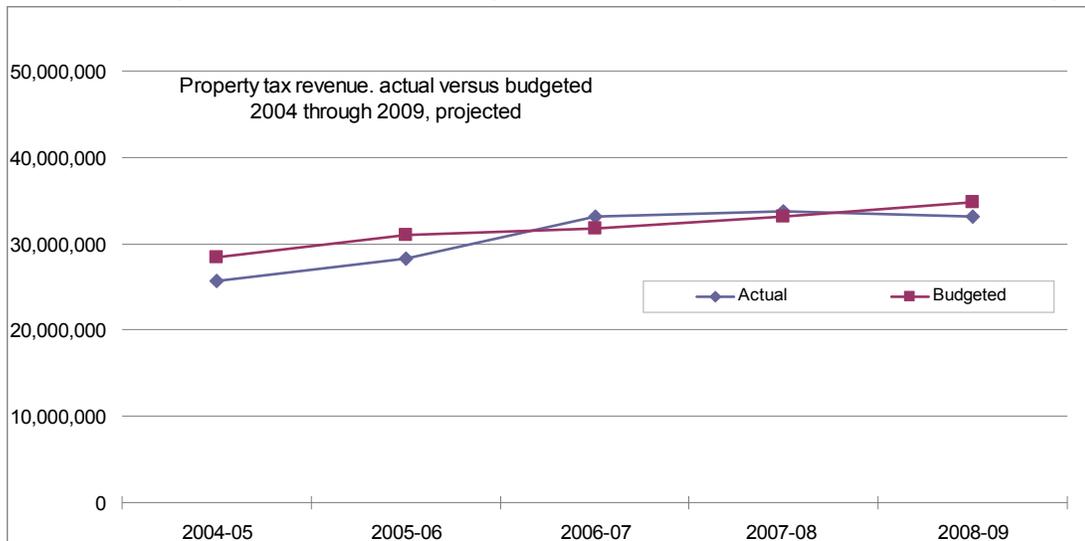
Property Taxes	33,076,489	24%
Local Taxes	39,094,637	28%
Sales & Use Tax	22,030,299	16%
Operating Transfers-In	7,940,500	6%
State Taxes	9,937,999	7%
Fees/Licenses/Misc Taxes	11,432,597	8%
Misc/Other Revenues	9,014,321	7%
Interest/Proceeds: Land	5,565,000	4%
Adjusted Revenue Budget	138,091,842	100%
Adjusted Expenditure Budget	138,053,052	
Contingency Reserve	38,790	

1. Property Taxes

Richmond will receive approximately \$33 million, or 24%, of its General Fund revenue from local property taxes. The City receives property taxes in December (55%), April (40%), and June (5%).

Proposition 13 limits increases in assessed valuations to a maximum annual increase of 2%, except when there is new construction or a change of ownership. It also limits the property tax generated on assessed value to 1%. In addition, property tax allocations to California Cities are further reduced by allocations to the County's Educational Revenue Augmentation Fund (ERAF), which backfills the State's funding to local schools.

Because of the faltering housing market the City's property tax revenue has stopped increasing. The Floating Lien section has dropped significantly from previous fiscal years due to the downturn in the real estate market. Revenues for this year are expected to reach \$33 million by the end of this fiscal year, a decrease of \$1.7 million or nearly 5% less.



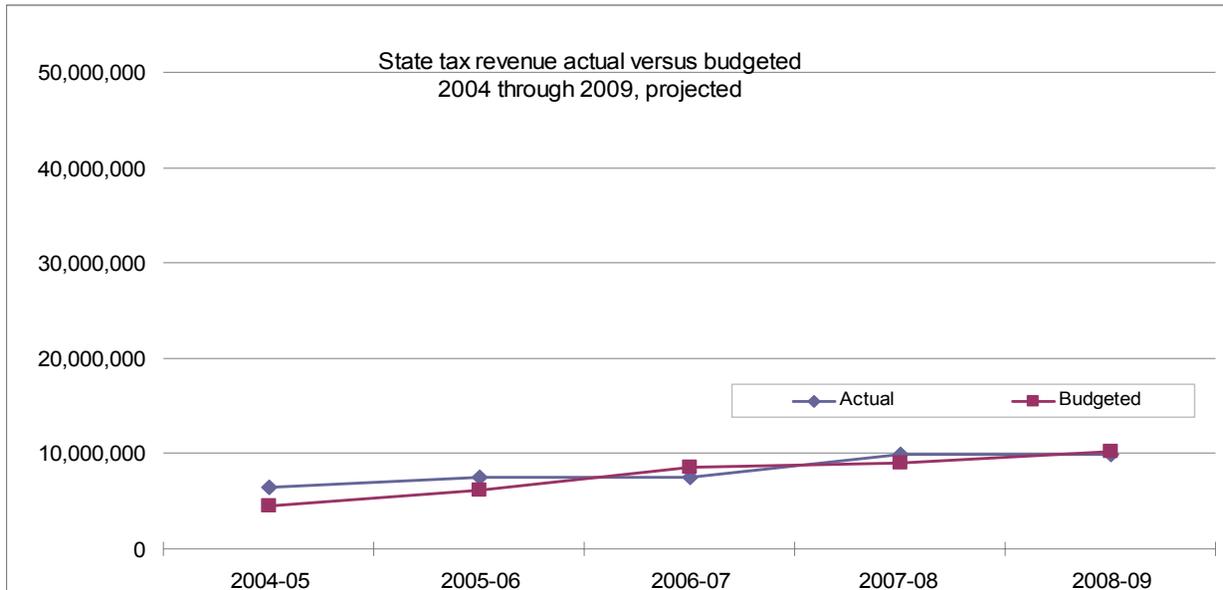
Revenue, Property Taxes.						
Fiscal year	Budget		Actual		Difference between actual & budgeted revenue	
	\$		\$		\$	%
2004-05	\$	28,350,000	\$	25,741,000	(2,609,000)	-9%
2005-06		30,971,000		28,285,000	(2,686,000)	-9%
2006-07		31,792,000		33,070,000	1,278,000	4%
2007-08		33,784,000		34,269,000	485,000	1%
2008-09		34,797,000		*33,076,000	(1,721,000)	-5%

Numbers are rounded to the nearest 1,000. *Actual for 2008-09 is projected using mid-year data.

2. State Taxes

The State tax category consists of revenue from Vehicle License Fees (VLF) and Property Tax in Lieu of VLF (also known as the VLF Backfill Swap). The City receives additional property tax to replace VLF revenue that were reduced when the State repealed the State general fund backfill for the reduction in the Vehicle License Fee.

Revenue from State is projected to decrease by \$326,000 from original projections. The decrease is due to the State receiving less revenue from Vehicle License registrations. The revenues received by the State goes to Orange County, California, as mandated by State Law, then to the Department of Motor Vehicles. The related expenditures, and the remaining balance is divided between the Counties and Cities on a per capita basis.



Revenue, State Taxes.					
Fiscal year	Budget	Actual	Difference between actual & budgeted revenue		
			\$	%	
2004-05	\$ 4,507,000	\$ 6,530,000	2,023,000	45%	
2005-06	6,114,000	7,588,000	1,474,000	24%	
2006-07	8,620,000	7,439,000	(1,181,000)	-14%	
2007-08	9,965,000	8,530,000	(1,435,000)	-14%	
2008-09	10,264,000	*9,938,000	(326,000)	-3%	

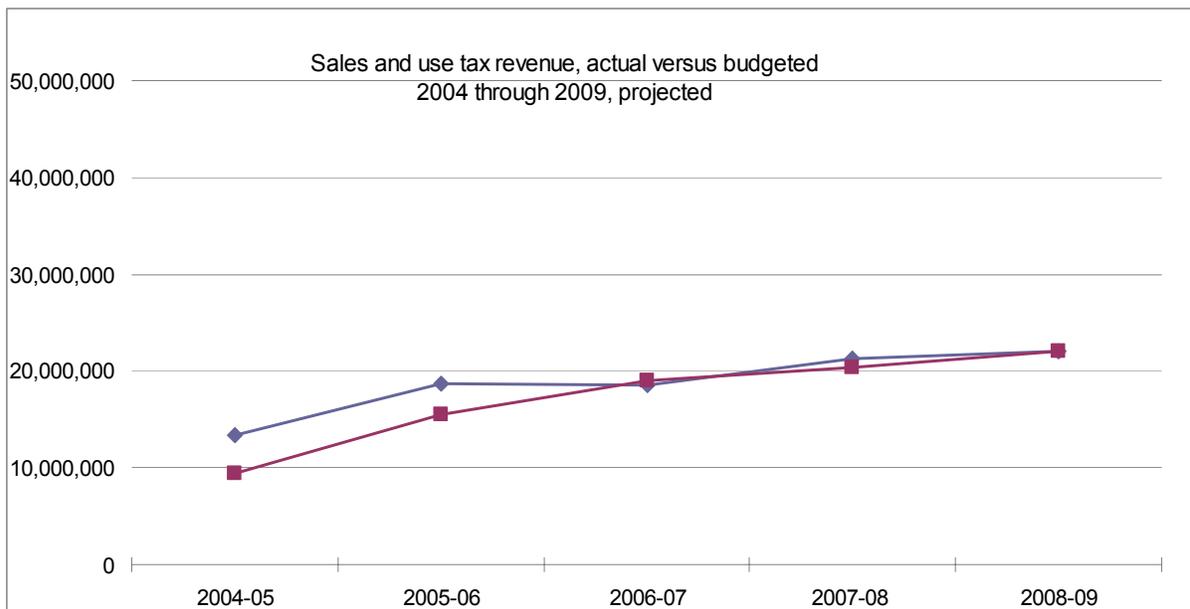
Numbers are rounded to the nearest 1,000. *Actual for 2008-09 is projected using mid-year data.

3. Sales and Use Tax

An 8.75% Sales and Use tax is collected locally on purchases of consumer goods. The City's share of the tax is 1.5% with the remaining 7.25% going to the State, Bay Area Rapid Transit (BART), and to fund SB 172 mandates. Sales and use tax proceeds comprise 17%, or a projected \$21.3 million General Fund revenue.

Sales and Use tax data is provided by MBIA MuniServices. Richmond contracts with MBIA MuniServices to audit, track and project sales tax revenue for the City.

Revenue from Sales and Use tax is projected to be very close to projections.



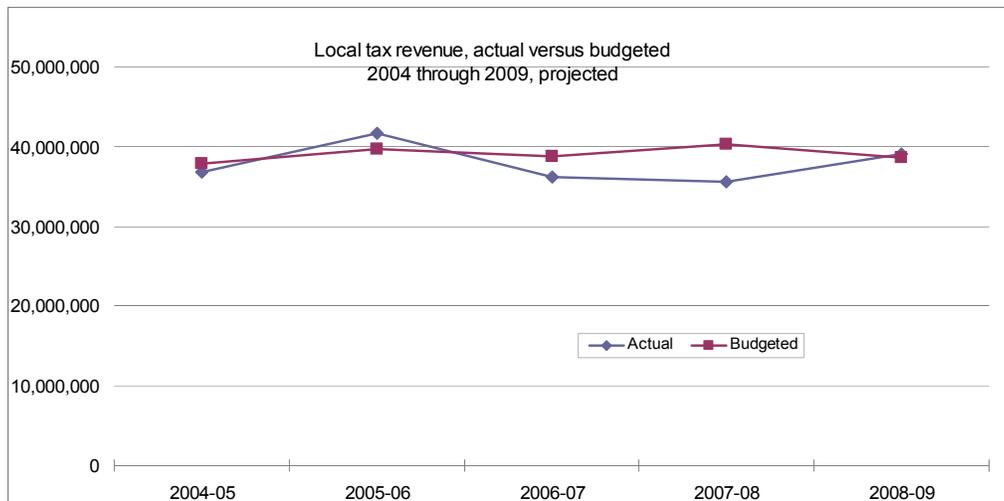
Revenue, Sales and Use Tax.				
Fiscal year	Budget	Actual	Difference between actual & budgeted revenue	
			\$	%
2004-05	\$ 9,453,000	\$ 13,393,000	3,940,000	42%
2005-06	15,438,000	18,652,000	3,214,000	21%
2006-07	19,040,000	18,538,000	(502,000)	-3%
2007-08	21,315,000	18,997,000	(2,318,000)	11%
2008-09	22,028,000	*22,030,000	2,000	0%

Numbers are rounded to the nearest 1,000. *Actual for 2008-09 is projected using mid-year data.

4. Local Taxes

Local taxes represent 28% of the City’s General Fund revenues. They include: Transient Occupancy Tax, a Hotel/ Motel tax, Utility Users Tax, a tax on utility revenues comprised of telecommunications, 9.5%, video 5%, and others 10%; including the Documentary Transfer Tax collected from home purchases.

Based on mid-year collections, local tax revenues are projected to be \$450,000 higher than originally budgeted. The projection has been revised because Utility Users Tax revenues have increased by nearly \$750,000 more than expected. The potential UUT revenue decreased with the passage of the UUT modernization in the February 2008 elections and corresponding rate decrease has not significantly impacted the revenue stream. Additionally, a major tax payer opted to use the Maximum Tax Payable provision of the ordinance. The Documentary Transfer Tax revenue is projected to decrease by \$285,000 from budgeted projections because of the faltering real estate market.



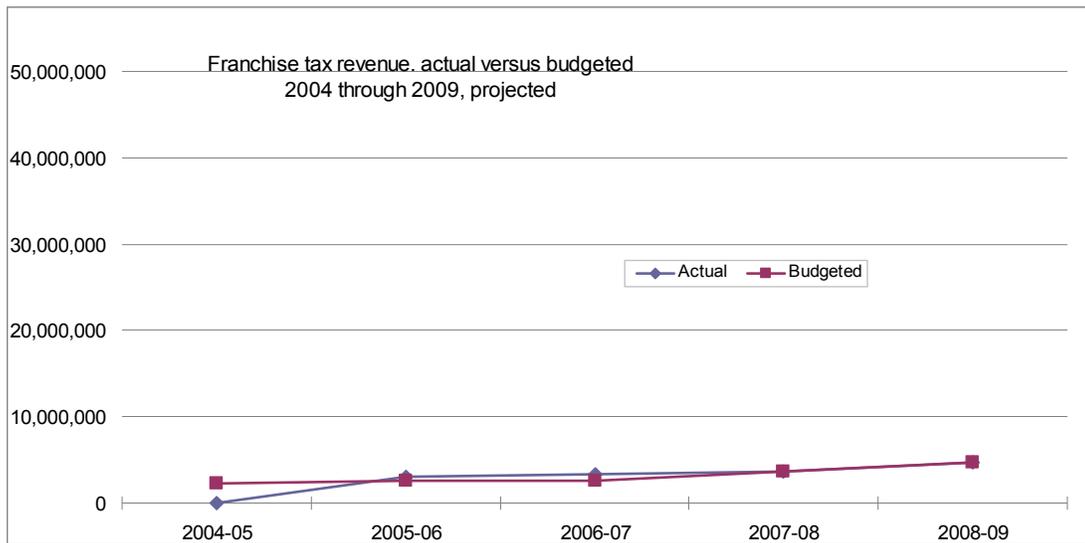
Revenue, Local Tax.				
Fiscal year	Budget	Actual	Difference between actual & budgeted revenue	
			\$	%
2004-05	\$ 37,854,000	\$ 36,744,000	(1,110,000)	-3%
2005-06	39,668,000	41,590,000	1,922,000	5%
2006-07	38,785,000	36,109,000	(2,676,000)	-7%
2007-08	35,576,000	34,109,000	(1,467,000)	-4%
2008-09	38,644,000	*39,095,000	451,000	1%

Numbers are rounded to the nearest 1,000. *Actual for 2008-09 is projected using mid-year data.

5. Franchise Taxes

Franchise Tax is a .05% fee charged via utility bills (electric, heat, gas and garbage). Utility companies submit collected revenue in accordance with their franchise agreements; the largest utility franchise in Richmond is Pacific Gas and Electricity (PG&E).

Franchise tax revenue is anticipated to remain at \$4.7 million as originally projected.



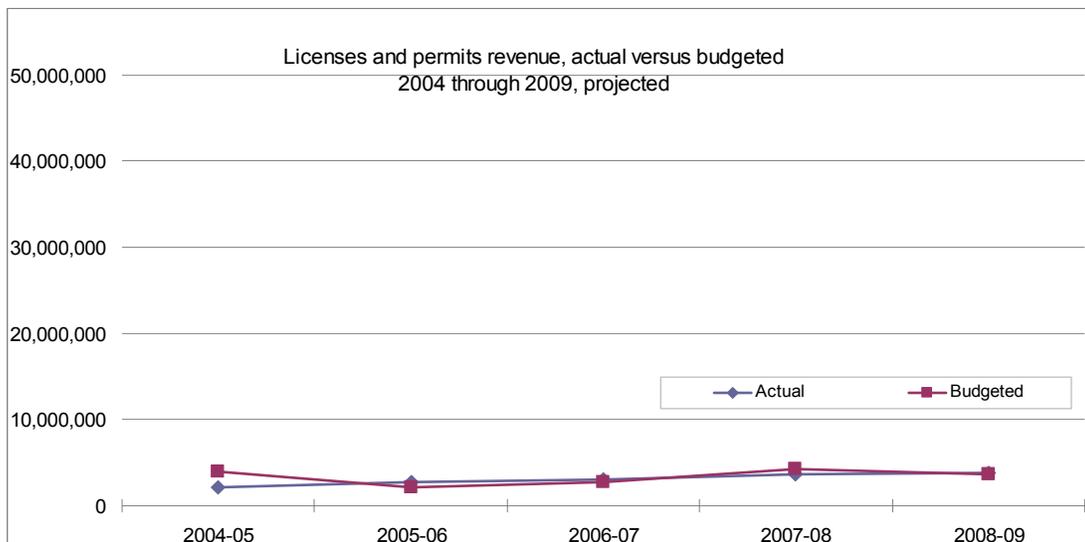
Revenue, Franchise Tax.						
Fiscal year	Budget		Actual		Difference between actual & budgeted revenue	
	\$		\$		\$	%
2004-05	\$	2,318,000	\$	2,431,000	113,000	5%
2005-06		2,586,000		3,082,000	496,000	19%
2006-07		2,605,000		3,360,000	755,000	29%
2007-08		3,688,000		3,104,000	(584,000)	-16%
2008-09		4,761,000		*4,761,000	-	0%

Numbers are rounded to the nearest 1,000. *Actual for 2008-09 is projected using mid-year data.

6 & 7. Licenses and Permits

Licenses and Permit Fees include Business License Fees, Tow Truck Permits, Conditional Use Permits, and General Permits.

The original budget did not project anticipated revenue created by the passage of Measure T which changed the Richmond Municipal Code and the way business licenses are calculated for large manufacturers. Under Measure T, any business engaged in manufacturing is subject to a new, alternate fee formula. The license fee for manufacturing businesses will now be the larger of (i) one quarter of one percent (0.25%) of the fair market value of the raw materials used in the manufacturing process in the previous year, or (ii) an amount based on the average number of employees employed with respect to business in Richmond. Therefore, projected business license revenue is now anticipated to increase significantly and will be reviewed in the FY 2009-10 budget process.



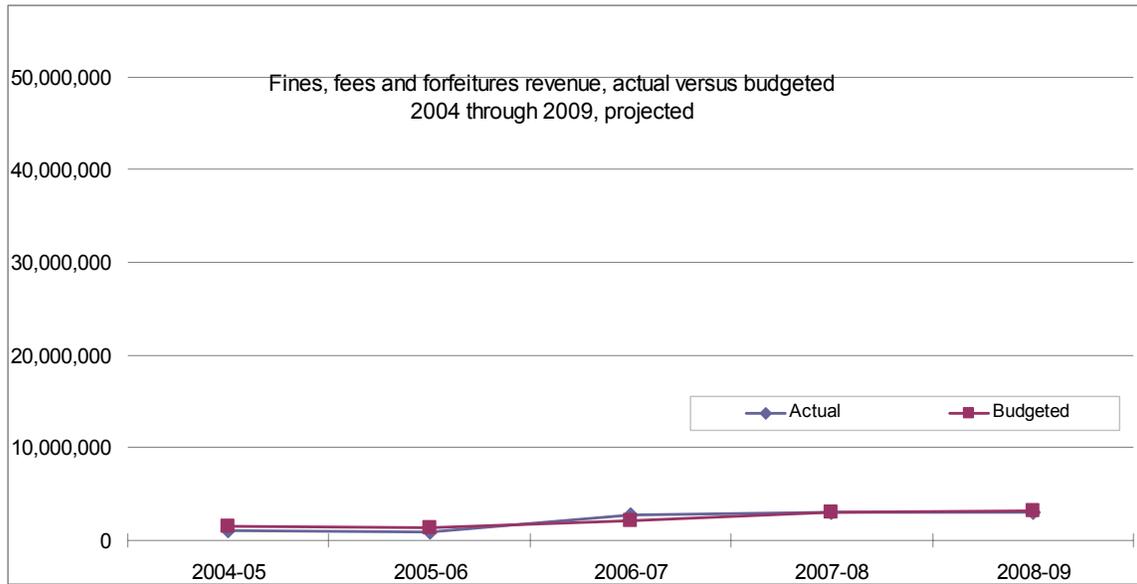
Revenue, License and Permits.						
Fiscal year	Budget		Actual		Difference between actual & budgeted revenue	
	\$		\$		\$	%
2004-05	\$	2,452,000	\$	2,154,000	(298,000)	-12%
2005-06		2,202,000		2,751,000	549,000	25%
2006-07		2,742,000		3,014,000	272,000	10%
2007-08		3,616,000		2,975,000	(641,000)	-18%
2008-09		3,688,000		*3,856,000	168,000	5%

Numbers are rounded to the nearest 1,000. *Actual for 2008-09 is projected using mid-year data.

8 & 9. Fees, Fines and Forfeitures

Fee revenue is generated through fire inspections, hazardous materials inspections, recreation program fees, fire plan reviews, abatements, and booking fees. Fines and forfeiture revenue includes fines for parking violations, municipal court, and library fines.

Revenue is projected to be \$42,000 less than budgeted because of a reduction in revenue received for Recreation fees.

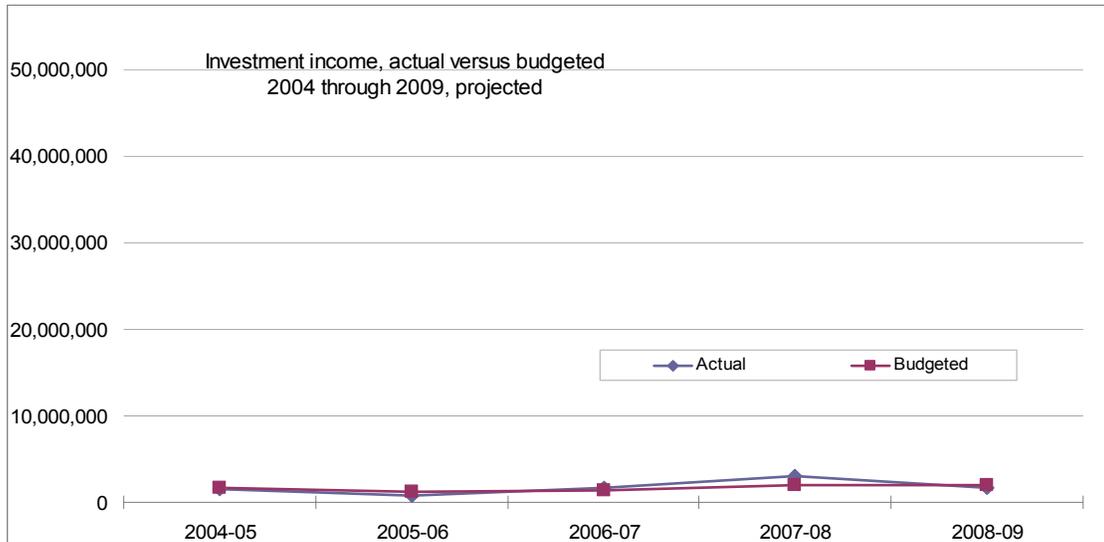


Revenue: Fines, Fees and Forfeitures.						
Fiscal year	Budget		Actual		Difference between actual & budgeted revenue	
	\$		\$		\$	%
2004-05	\$	1,499,000	\$	1,095,000	(404,000)	-27%
2005-06		1,396,000		946,000	(450,000)	-32%
2006-07		2,207,000		2,732,000	525,000	0%
2007-08		3,063,000		3,152,000	89,000	3%
2008-09		3,152,000		*3,110,000	(42,000)	-1%

Numbers are rounded to the nearest 1,000. *Actual for 2008-09 is projected using mid-year data.

10. Interest and Investment Income

The City's Interest and Investment income declined during the first half of fiscal year 2008-09. This was largely due to the reduction of interest rates to record low levels by the Federal Reserve Board in order to stimulate the credit markets and a reduced amount of City Funds to invest resulting in a forecast reduction of \$1,500,000 (75%).



Revenue, Interest and Investment Income.					
Fiscal year	Budget	Actual	Difference between actual & budgeted revenue		
			\$	%	
2004-05	1,600,000	1,515,000	(85,000)	-5%	
2005-06	1,277,000	788,000	(489,000)	-38%	
2006-07	1,425,000	1,664,000	239,000	17%	
2007-08	3,000,000	-760,000	(2,240,000)	-75%	
2008-09	2,000,000	*500,000	(1,500,000)	-15%	

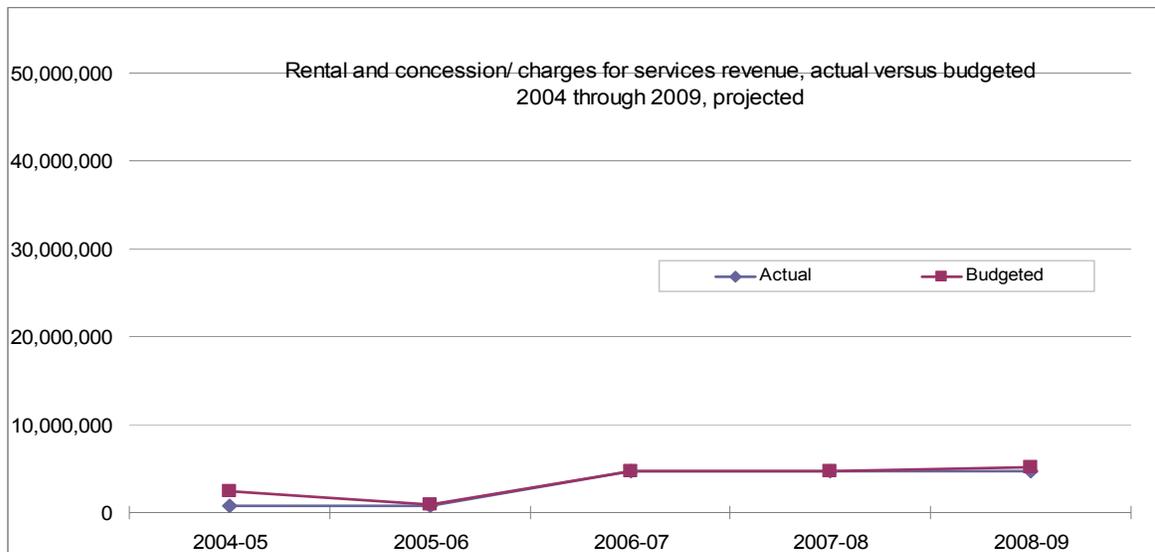
Numbers are rounded to the nearest 1,000. *Actual for 2008-09 is projected using mid-year data.
 •The audited number of \$760,000 does not include Interest Receivable from Housing Authority.

11 & 12. Rentals and Concessions, and Charges for Services

Revenue from rentals and concessions represents 1% of the City's General Fund revenue.

Charges for Services revenue represents 4% of the City's General Fund revenue, includes revenue generated by the recovery of City-wide administrative overhead costs from City departments.

Rental revenue decreased mostly because of the closure of the Auditorium during construction.



Revenue, Rentals/Concessions/Charges for Services.				
Fiscal year	Budget	Actual	Difference between actual & budgeted revenue	
			\$	%
2004-05	2,419,000	727,000	(1,692,000)	-70%
2005-06	888,000	727,000	(161,000)	-18%
2006-07	4,674,000	4,722,000	48,000	1%
2007-08	4,729,000	4,818,000	89,000	2%
2008-09	5,076,000	*4,766,000	(310,000)	-6%

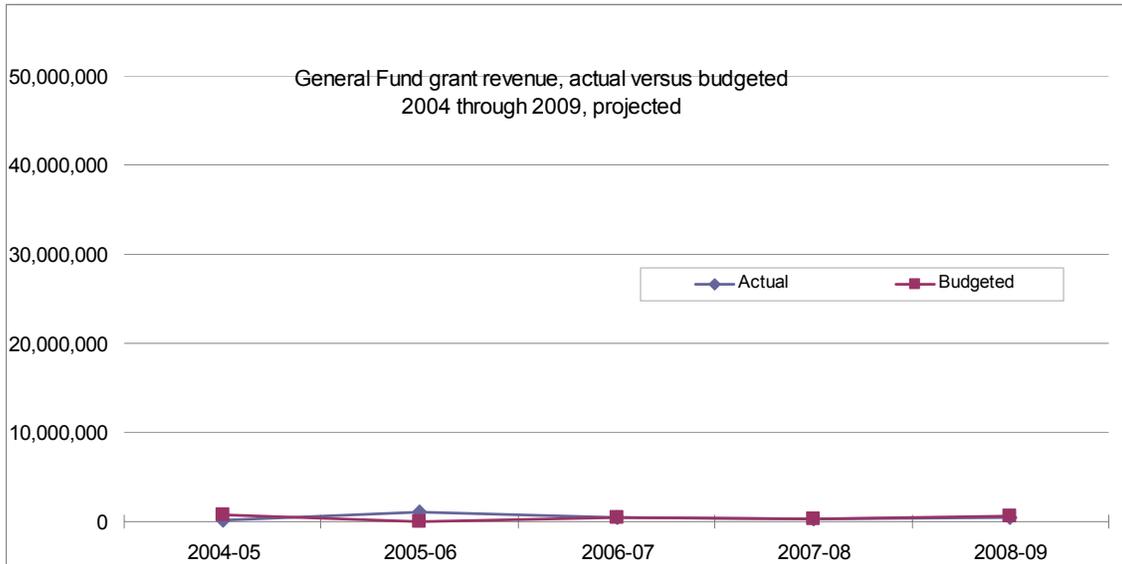
Numbers are rounded to the nearest 1,000. *Actual for 2008-09 is projected using mid-year data.

13. Grant Revenue

General Fund grant revenue represents funding not required to be accounted for in specific funds, such as, Housing Authority, Port and Redevelopment Agency (HUD).

Grant-funded services in the General Fund include after-school, youth programs, City parks and recreation programs.

Revenue from General Fund grants is projected to decrease by 94,000 or 16%. The projected revenue reduction is due to internal transfers between the capital improvement fund and the operating budget.



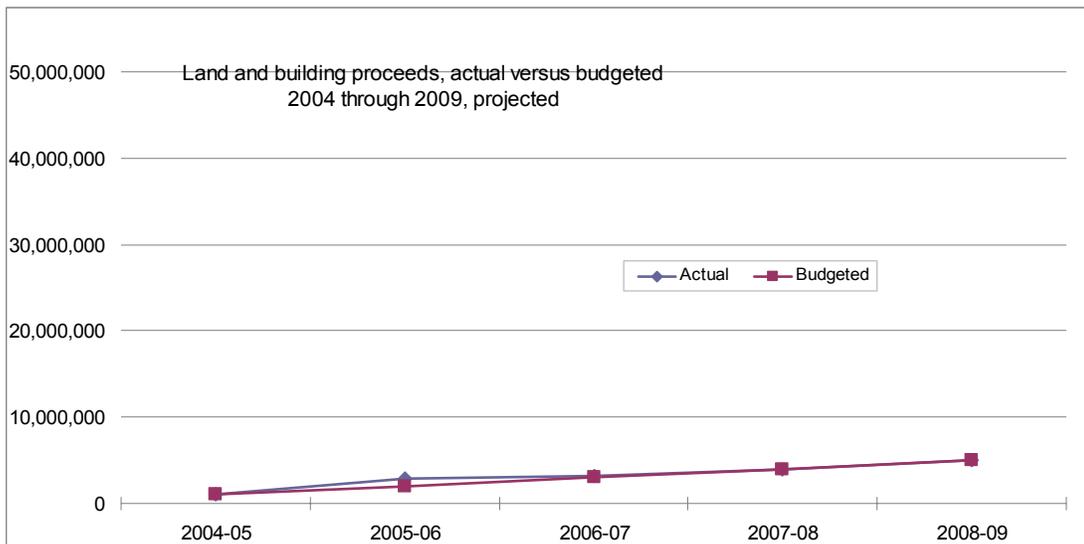
Revenue, Grants.				
Fiscal year	Budget	Actual	Difference between actual & budgeted revenue	
			\$	%
2004-05	775,000	226,000	(549,000)	-71%
2005-06	-	1,062,000	1,062,000	0%
2006-07	497,000	404,000	(93,000)	-19%
2007-08	267,000	405,000	138,000	52%
2008-09	584,000	*490,000	(94,000)	-16%

Numbers are rounded to the nearest 1,000. *Actual for 2008-09 is projected using mid-year data.

14. Proceeds on Land and Buildings

This category accounts for proceeds from the sale of City assets including land and buildings.

Five million dollars of the revenue comes from the payment from the Guidiville Indians as an option payment for the purchase of Point Molate.



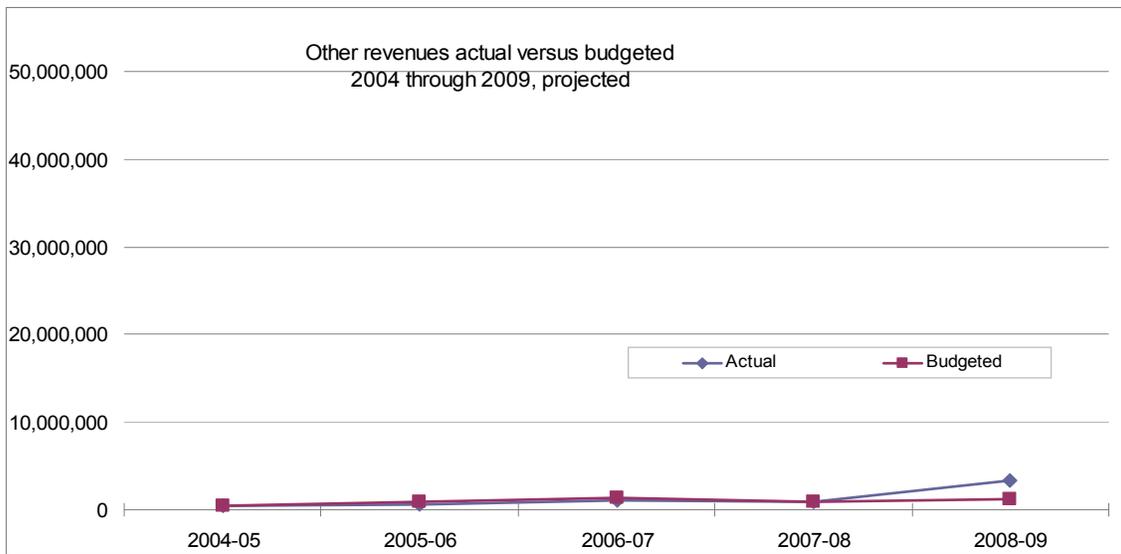
Fiscal year	Budget		Actual		Difference between actual & budgeted revenue	
	\$		\$		\$	%
2004-05	\$	1,000,000	\$	1,001,000	1,000	0%
2005-06		2,000,000		2,870,000	870,000	44%
2006-07		3,002,000		3,116,000	114,000	4%
2007-08		4,025,000	*	4,008,000	(17,000)	0%
2008-09		5,025,000	*	5,065,000	40,000	1%

Numbers are rounded to the nearest 1,000. *Actual for 2008-09 is projected using mid-year data.

15. Other Revenues

This category includes revenue that the City receives from repossession fees, subpoena fees, refunds and jury duty reimbursements.

Revenues in this category are projected to increase \$1,775,000 from the Richmond Community Benefits Agreement Fund. An additional \$300,000 is expected to be realized above budget from payment of damages, refunds, miscellaneous other revenue and special Police services.



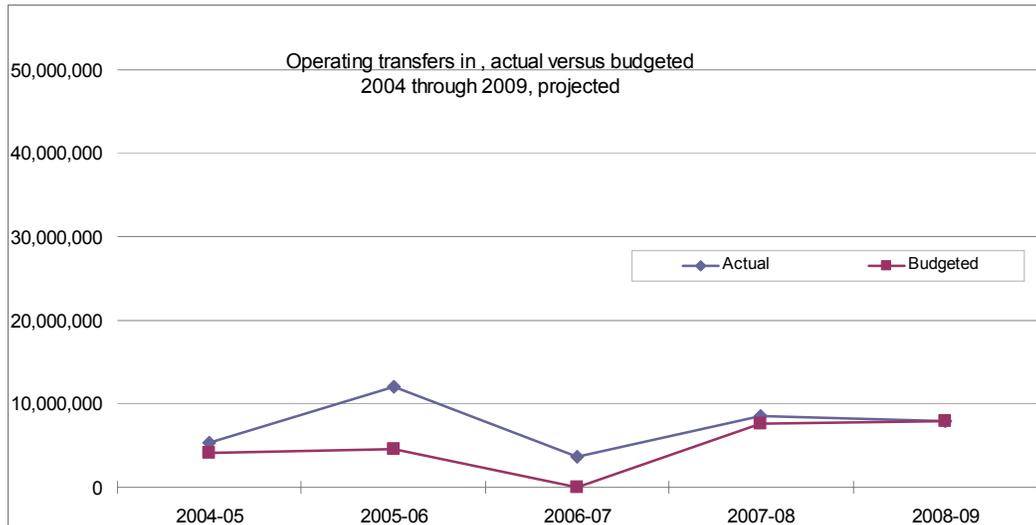
Revenue, Other.					
Fiscal year	Budget	Actual	Difference between actual & budgeted revenue		
			\$	%	
2004-05	487,000	482,000	(5,000)	-1%	
2005-06	910,000	668,000	(242,000)	-27%	
2006-07	1,420,000	1,054,000	(366,000)	-26%	
2007-08	1,099,000	1,873,000	774,000	70%	
2008-09	1,200,000	*3,317,000	2,117,000	176%	

Numbers are rounded to the nearest 1,000. *Actual for 2008-09 is projected using mid-year data.

16. Operating Transfers-In

Operating Transfers-In reimburse the General Fund for operating cost advanced by the General Fund on behalf of other funds.

This projection of \$7,941,000 represents reimbursements to the General Fund for increased cost reimbursements.



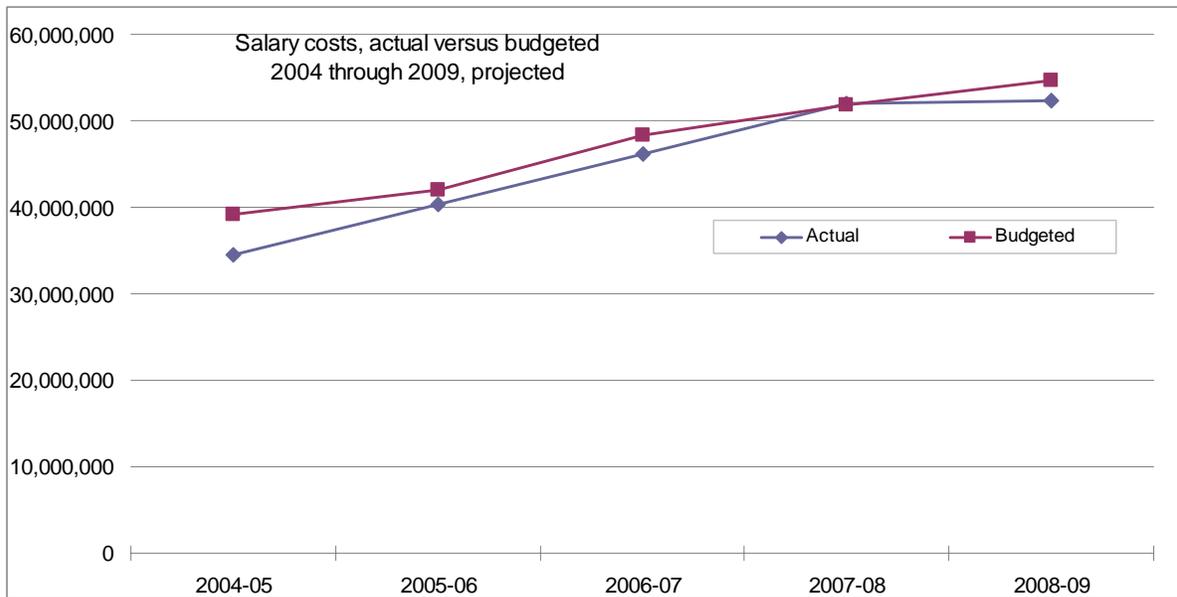
Revenue, Operating Transfers In.				
Fiscal year	Budget	Actual	Difference between actual & budgeted revenue	
			\$	%
2004-05	4,090,000	5,393,000	1,303,000	32%
2005-06	4,602,000	12,101,000	7,499,000	163%
2006-07	-	3,707,000	3,707,000	0%
2007-08	14,700,000	5,503,000	(9,197,000)	63%
2008-09	7,941,000	*7,941,000	-	0%

Numbers are rounded to the nearest 1,000. *Actual for 2008-09 is projected using mid-year data.

17. Salaries

The cost of salaries represents 39% of the City’s General Fund expenditures. Salary expenditures include payroll for full-time, part-time, provisional and temporary employees, both sworn and non-sworn including overtime.

Staff recommends a mid-year adjustment of \$1,000,000 to fund Police Department requests funded by the Richmond Community Benefits Agreement; to increase the Library budget by \$95,800 to extend library hours from 30 to 37.5 per week; and to reduce salary and personnel expenditures by \$2,298,000 derived from vacant positions.



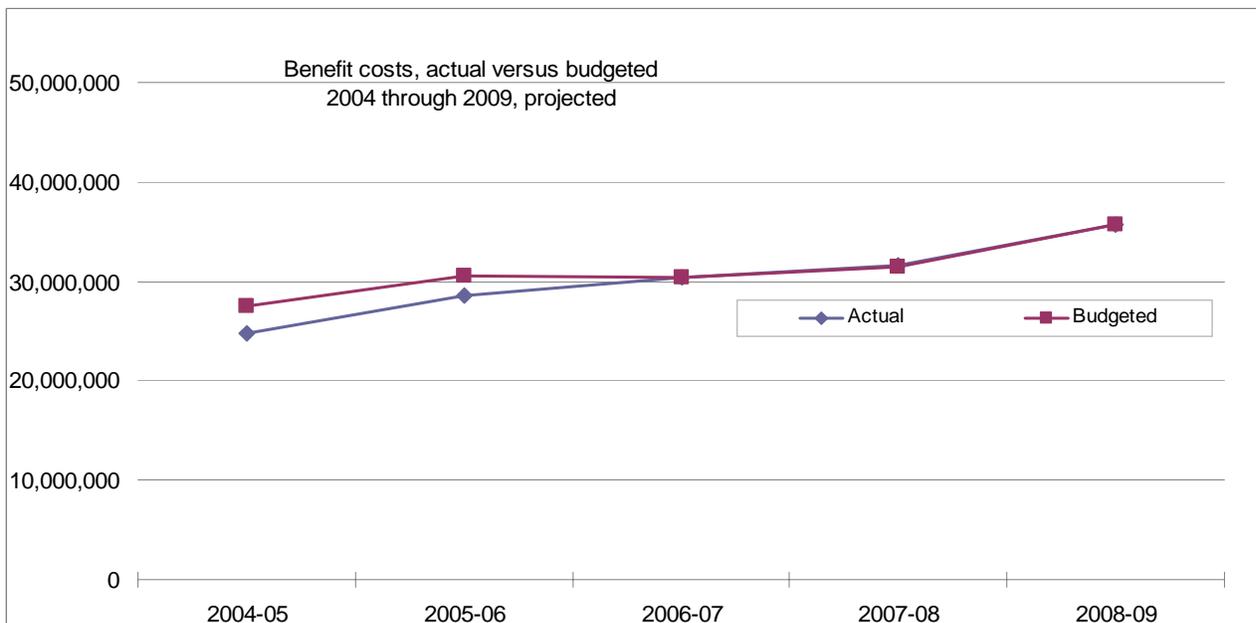
Expenditures, Salaries.				
Fiscal year	Budget	Actual	Difference between actual & budgeted revenue	
			\$	%
2004-05	39,172,000	34,451,000	(4,721,000)	-12%
2005-06	41,962,000	40,297,000	(1,665,000)	-4%
2006-07	48,397,000	46,097,000	(2,300,000)	-5%
2007-08	54,800,000	54,755,000	(45,000)	0%
2008-09	54,709,000	52,411,000	(2,298,000)	-4%

Numbers are rounded to the nearest 1,000. *Actual for 2008-09 is projected using mid-year data.

18. Benefits

The cost of employee benefits represents 25% of the City's General Fund expenditures. Benefit costs include retirement, health and vision insurance, Social Security costs, Medicare and Medicaid, unemployment insurance, life insurance, other post employment benefits (OPEB) various other benefits as negotiated, and vacation payouts.

A reduced benefit of \$1,731,000 is recommended.



Expenditures, Benefits.					
Fiscal year	Budget	Actual	Difference between actual & budgeted revenue		
			\$	%	
2004-05	27,485,000	24,826,000	(2,659,000)	-10%	
2005-06	30,549,000	28,585,000	(1,964,000)	-6%	
2006-07	30,345,000	30,345,000	-	0%	
2007-08	33,772,000	30,021,000	(3,751,000)	-11%	
2008-09	35,672,000	*33,941,000	(1,731,000)	-5%	

Numbers are rounded to the nearest 1,000. *Actual for 2008-09 is projected using mid-year data.

City of Richmond
FY2008-2009 Mid-Year
Vacancy Report - Salary Projections

Department	Position Requests & Vacant Positions 12-31-08	Salary Step 3	Number Vacant Positions times Salary	Benefits 51% of Salary	Total Salary & Benefits per Month for Number of Vacant Positions	Months Vacant 2008	Total dollar amount for the number of Months Vacant from 7/1/08 to 12/31/08	Months Vacant 2009	Total dollar amount for 6 months vacant from 1/1/09 to 6/30/09	Total Salary Savings
CITY CLERK										
City Clerk Technician	1.0	3,963	3,963	2,021	5,984	0	-	6	35,905	35,905
Total Full-Time Equivalents (FTEs)	1.0	3,963	3,963	2,021	5,984				35,905	35,905
CITY MANAGER										
Sustainability Coordinator	1 New									
Total Full-Time Equivalents (FTEs)	1.0									
FINANCE DEPARTMENT										
Budget Analyst I/II	1.0	6,324	6,324	3,225	9,549	6	57,295	6	57,295	114,591
Deputy Director of Finance & Budget	1.0	9,391	9,391	4,789	14,180	6	85,082	6	85,082	170,165
Total Full-Time Equivalents (FTEs)	2.0	15,715	15,715	8,015	23,730		142,378		142,378	284,756
HUMAN RESOURCES										
Human Resources Technician I	1.0	3,962	3,962	2,021	5,983	2	11,965	6	35,896	47,861
Total Full-Time Equivalents (FTEs)	1.0	3,962	3,962	2,021	5,983		11,965		35,896	47,861
POLICE DEPARTMENT										
SWORN										
Deputy Chief	1.0	10121	10,121	8,603	18,724	6	112,343	6	112,343	224,686
Police Lieutenant	1.0	9749	9,749	8,287	18,036	6	108,214	6	108,214	216,428
Police Officer	6.0	7207	43,242	36,756	79,998	6	479,986	6	479,986	959,972
Police Officer Trainee	8.0	4000	32,000	27,200	59,200	2 @ 3	20,400	6	355,200	375,600
Police Sergeant	4.0	8583	34,332	17,509	51,841	6	311,048	6	311,048	622,096
Sub-total Sworn	20.0	39,660	129,444	98,355	227,799		1,031,991		1,366,791	2,398,782
NON-SWORN										
Associate Administrative Analyst	2.0	6,324	12,648	6,450	19,098	1 @ 6	57,294	6	114,591	171,885
Building Inspector	1.0	6,025	6,025	3,073	9,098	6	54,587	6	54,587	109,173
Code Enforcement Officer II	3.0	4,673	14,019	7,150	21,169	6	127,012	6	127,012	254,024
Communications Dispatcher I	3.0	4,597	13,791	7,033	20,824	6	124,946	6	124,946	249,893
Communications Dispatcher II	5.0	5,540	27,700	14,127	41,827	6	250,962	6	250,962	501,924
Office Assistant II	1.0	3,961	3,961	2,020	5,981	0	-	6	35,887	35,887
Police Records Specialist	2.0	4,267	8,534	4,352	12,886	6	77,318	6	77,318	154,636
Public Safety Technology Supervisor	1.0	8,592	8,592	4,382	12,974	6	77,844	6	77,844	155,687
Sub-total Non-Sworn	18.0	43,979	95,270	48,588	143,858		769,963		863,146	1,633,109
Total Full-Time Equivalents (FTEs)	38.0	83,639	224,714	146,942	371,656		1,801,954		2,229,937	4,031,891
FIRE DEPARTMENT										
SWORN										
Fire Engineer	3.0	8,151	24,453	22,252	46,705	6	280,231	6	280,231	560,463
Fire Fighter	7.0	6,950	48,650	44,272	92,922	6	557,529	6	557,529	1,115,058
Total Full-Time Equivalents (FTEs)	10.0	15,101	73,103	66,524	139,627		837,760		837,760	1,675,521
PUBLIC WORKS										
Electrician	1.0	6,105	6,105	3,114	9,219	6	55,311	6	55,311	110,622
Maintenance Leadworker	1.0	5,394	5,394	2,751	8,145	6	48,870	6	48,870	97,740
Maintenance Worker I / II	2.0	4,526	9,052	4,617	13,669	6	82,011	6	82,011	164,022
Parks Supervisor	1.0	6,001	6,001	3,061	9,062	3	27,185	6	54,369	81,554
Total Full-Time Equivalents (FTEs)	5.0	22,026	26,552	13,542	40,094		109,196		240,561	349,757

City of Richmond
FY2008-2009 Mid-Year
Vacancy Report - Salary Projections

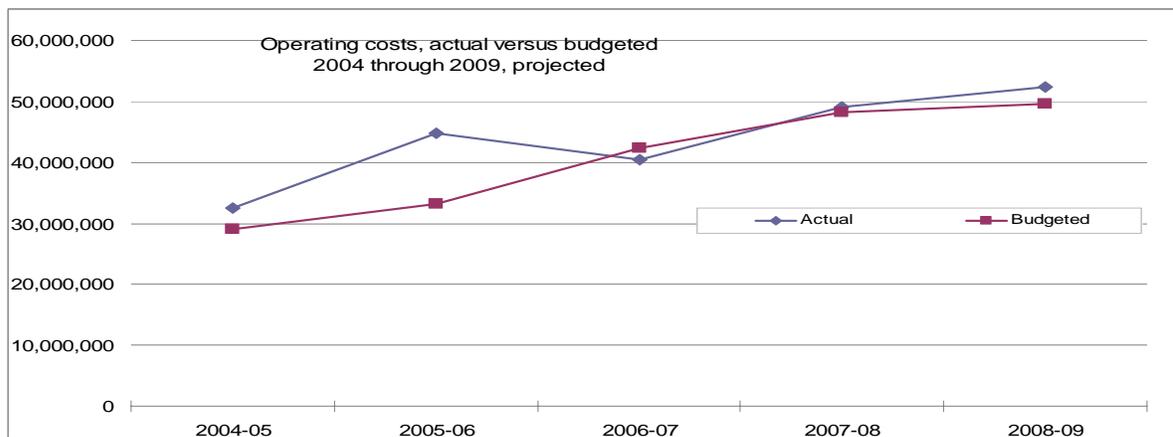
Department	Position Requests & Vacant Positions 12-31-08	Salary Step 3	Number Vacant Positions times Salary	Benefits 51% of Salary	Total Salary & Benefits per Month for Number of Vacant Positions	Months Vacant 2008	Total dollar amount for the number of Months Vacant from 7/1/08 to 12/31/08	Months Vacant 2009	Total dollar amount for 6 months vacant from 1/1/09 to 6/30/09	Total Salary Savings
ENGINEERING										
Assistant Public Works Inspector	1.0	5,185	5,185	2,644	7,829	6	46,976	6	46,976	93,952
Associate Civil Engineer	1.0	6,723	6,723	3,429	10,152	6	60,910	6	60,910	121,821
Total Full-Time Equivalents (FTEs)	2.0	11,908	11,908	6,073	17,981		107,886		107,886	215,773
WASTEWATER										
Industrial Waste Inspector	2.0	5,580	11,160	5,692	16,852	6	101,110	6	101,110	202,219
Senior Industrial Waste Inspector	1.0	6,097	6,097	3,109	9,206	6	55,239	6	55,239	110,478
Total Full-Time Equivalents (FTEs)	3.0	11,677	17,257	8,801	26,058		156,348		156,348	312,697
LIBRARY										
Librarian I/II	1.0	3,607	3,607	1,840	5,447	1	5,447	6	32,679	38,126
Library Assistant II	1.0	3,968	3,968	2,024	5,992			6	35,950	35,950
Total Full-Time Equivalents (FTEs)	2.0	7,575	7,575	3,863	11,438		5,447		68,630	74,076
RECREATION DEPARTMENT										
Aquatics Specialist	1.0	3,448	3,448	1,758	5,206			6	31,239	31,239
Recreation Program Coordinator	2.0	4,739	9,478	4,834	14,312			6	85,871	85,871
Total Full-Time Equivalents (FTEs)	3.0	8,187	12,926	6,592	19,518				117,110	117,110
RICHMOND COMMUNITY REDEVELOPMENT AGENCY (RCRA)										
Assistant City Attorney	1.0	8,514	8,514	4,342	12,856	6	77,137	6	77,137	154,274
Deputy Director, Redevelopment	1.0	9,516	9,516	4,853	14,369	6	86,215	6	86,215	172,430
Operations Specialist	1.0	5,120	5,120	2,611	7,731	6	46,387	6	46,387	92,774
Total Full-Time Equivalents (FTEs)	3.0	23,150	23,150	11,807	34,957		209,739		209,739	419,478
EMPLOYMENT & TRAINING										
Administrative Trainee	1.0	3,607	3,607	1,840	5,447			6	32,679	32,679
Office Assistant I/II	1.0	3,773	3,773	1,924	5,697	4	22,789	6	34,183	56,972
Project Coordinator	1.0	8,093	8,093	4,127	12,220	3	36,661	6	73,323	109,984
Total Full-Time Equivalents (FTEs)	3.0	15,473	15,473	7,891	23,364		59,450		140,185	199,636
RICHMOND HOUSING AUTHORITY										
Building Trade Worker II	1.0	6,105	6,105	3,114	9,219	6	55,311	6	55,311	110,623
Resident Housing Manager	1.0	1,699	1,699	866	2,565			6	15,393	15,393
Total Full-Time Equivalents (FTEs)	2.0	7,804	7,804	3,980	11,784		55,311		70,704	126,016
PORT										
Project Coordinator	1.0	8,093	8,093	4,127	12,220	3	36,661	6	73,323	109,984
Total Full-Time Equivalents (FTEs)	1.0	8,093	8,093	4,127	12,220		36,661		73,323	109,984
GRAND TOTAL - ALL DEPARTMENTS	77.0	238,273	452,195	292,199	744,394		3,534,096		4,466,362	8,000,459
General Fund Salary Savings										
General Fund Salary Savings	62.0	154,063	362,405	246,406	608,811		2,908,700		3,652,865	6,561,565

19. Operating Expenditures

Operating expenditures include materials and supplies, contractual services, utilities, educational services, transfers out, internal services, and other operating expenses.

Detailed analyses and departmental adjustments are included as an exhibit to this document (Exhibit A).

- The Police Department’s budget was increased by \$1 million;
- The City Attorney’s budget was increased by \$200 thousand for legal services;
- The Office of Neighborhood Safety’s budget was increased by \$775 thousand for salaries to expand existing programs (Exhibit A);
- Over \$700 thousand additional operating transfers to other funds for Baykeeper and Toxic Coalition settlement agreement for the Stormwater Fund;
- \$327 thousand for Paratransit scheduling software and additional six months funding for three drivers.



Expenditures, Operating.				
Fiscal year	Budget	Actual	Difference between actual & budgeted revenue	
			\$	%
2004-05	29,112,000	32,587,000	3,475,000	12%
2005-06	33,155,000	44,751,000	11,596,000	35%
2006-07	42,331,000	40,461,000	(1,870,000)	-4%
2007-08	57,877,000	54,646,000	(3,231,000)	-6%
2008-09	49,613,000	*51,701,000	2,088,000	4%

Numbers are rounded to the nearest 1,000. *Actual for 2008-09 is projected using mid-year data.

City of Richmond
FY 2008-09 Mid-Year Budget Review
Summary of Departmental Requests

	Increase (Decrease)	Justification
GENERAL FUND		
City Attorney's Office	\$ 200,000	Additional outside legal services.
Library	\$ 129,351	\$66,100 - Increased hours for a total of 8 positions from 30 to 37.5 hours per week. \$29,700 - Convert 3 contract Tutors to 3 Administrative Student Interns. \$33,551 - Insurance settlement costs from roof leak; will replace damaged books.
Police	\$ 1,000,000	Additional sworn overtime and recruiting expenses for the year funded by the Richmond Community Benefit Agreement.
Office of Neighborhood Safety	\$ 775,000	Additional Neighborhood Change Agents, Peacekeepers and other programs funded by the Richmond Community Benefit Agreement.

OPERATING TRANSFERS

	\$ 700,000	Operating transfer from General Fund to Stormwater Fund for Baykeeper and Toxic Coalition settlement agreement.
	\$ 52,744	Operating transfer from General Fund to Hilltop LMD Fund for City Maintenance of Effort for FY2006-07.
	\$ 327,479	Operating transfer from General Fund to Paratransit Fund for 3 drivers and 1 Office Aide for add'l 6 months; and Paratransit software appropriation from fund balance.
<i>Sub-Total Operating Transfers</i>	<i>\$ 1,080,223</i>	

\$ 3,184,574	Total General Fund Departmental Requests
\$ (5,125,547)	Salary and Benefit Savings
<u>\$ (1,940,973)</u>	Net General Fund Required
\$ 1,775,000	Funded by Richmond Community Benefit Agreement

City of Richmond
FY 2008-09 Mid-Year Budget Review
Summary of Departmental Requests

	Increase (Decrease)	Justification
OPERATING OTHER FUNDS		
Employment & Training	\$ 1,697,474	Additional grant funding received for programs; cost pool requirement to be reimbursed from grant draw-down; and allocation of Richmond Community Benefit Agreement funding to programs, including the Code Enforcement Board-Up Program.
City Manager's Office	\$ 100,000	Additional appropriation from Point Molate Fund Balance of \$4,265,671 for legal services.
Library & Cultural Services	\$ 15,090	Increase in LEAP Grant funding .
Planning	\$ 525,000	Bayside Village Project; Castro Street design development; and I-80 Corridor Project. Cost Recovery projects funded by Josh Genser & Robert Herst with JHS Properties.
Risk Management	\$ 546,674	Additional insurance premiums for earthquake insurance; Risk manager salary change; and reduced revenue projection. Funded from Insurance Reserve Fund; Fund's current cash balance is \$18,021,575.
Public Works - Equipment Services	\$ 245,388	Increase requested to replenish current year budget expended to cover FY 07/08 fuel cost increases. Funded from fund balance of \$10,521,509.
Police	\$ 585,053	Radio maintenance invoices from prior year paid in current year. Funded from 800Mhz. existing fund balance of \$4,171,169.
Port	\$ 510,000	Legal services to defend Land Use Litigation, Arm v. City of Richmond; Replenish Pt. Potrero Marine Terminal maintenance budget used for Auto Warehouse Co. settlement, and legal expense budget used for environmental study related to Honda Project; and consulting services for air emission inventory associated with Bay Area Air Quality Management Board. Funded from Port revenue.
Housing Authority	\$ 375,000	Project Real Lead Abatement Program funded by Housing and Urban Development, Office of Healthy Homes, and Lead Hazard Control.

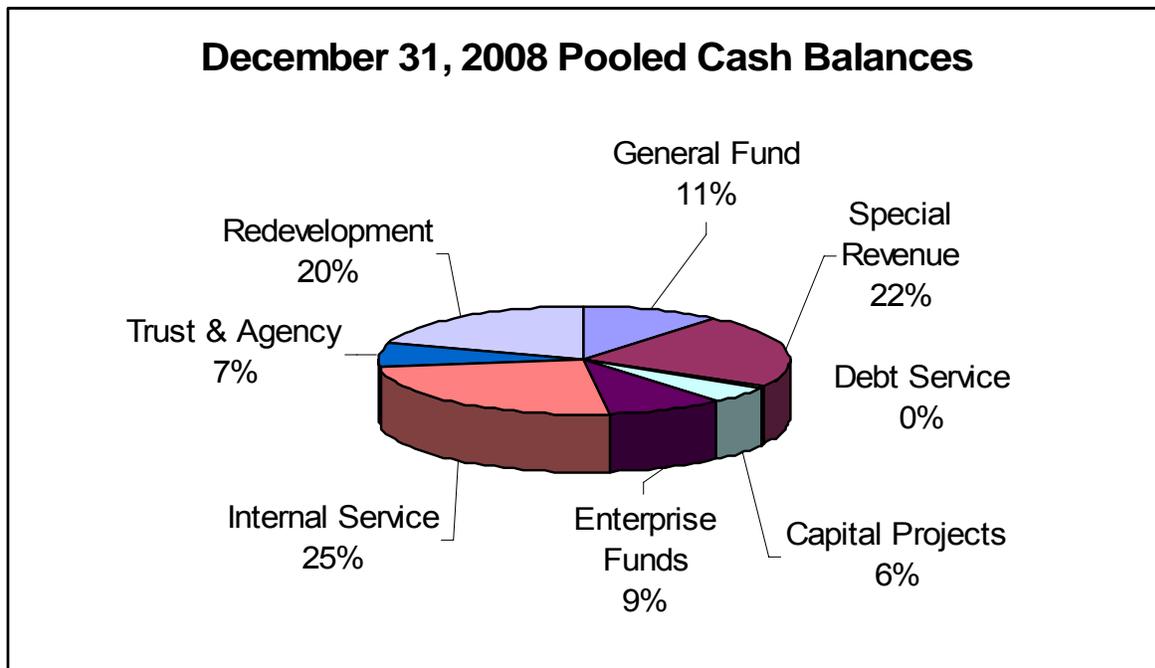
	\$ 4,599,679
Total Other Funds' requests	\$ (1,125,000)
Less Richmond Community Benefit Agreement funding	\$ 3,474,679
Net Other Funds' requests	\$

City of Richmond
FY 2008-09 Mid-Year Budget Review
Summary of Departmental Requests

Increase (Decrease)	Justification
CAPITAL IMPROVEMENT PROJECTS - CIP	
\$ 185,404	Hilltop Police Substation change in scope of services funded from Police Impact Fee existing fund balance
\$ 62,000	To replace 2 pumps and the North Richmond Pump Station. Funded from the General Capital Outlay Fund .
\$ 75,000	Additional appropriation for projector/screen and equipment for Civic Center Council Chambers. Funded from KCRT fund balance of \$995,647.
\$ 88,000	Protective equipment for 12 new Firefighters funded from Richmond Community Benefit Agreement.
\$ 479,670	800MHz public safety radios funded \$12k from Richmond Community Benefit Agreement ; the remainder will be funded from General Capital Outlay Fund fund balance.
\$ 9,000	Addtl funding needed for Station 66 playlot from General Capital Outlay Fund fund balance.
\$ 576,670	
\$ (13,464)	Sign Shop no longer needed. Unencumber from General Capital Outlay Fund .
\$ 50,000	Hilltop Path asphalt work funded from Hilltop Impact fees existing fund balance.
\$ 1,000,000	Addtl asphalt for paving, funded from General Capital Outlay Fund balance.
\$ 1,036,536	
\$ 6,950,595	To address abandoned and foreclosed properties per the Housing & Economic Recovery Act. Funded by Housing and Urban Development. Environmental clean-up of the Mira Flores area. Funded by California Pollution Control Financing Authority. Clinical services for Brookside medical office at 1st and MacDonald. Funded from Richmond Community Benefit Agreement.
Sub-Total	
\$ 8,886,205	Total CIP Funds' requests
\$ (1,100,000)	Less Richmond Community Benefit Agreement funding
\$ 7,786,205	Net CIP Funds' requests
Sub-Total	
\$ 16,670,458	Total mid-year funding requests
\$ (4,000,000)	Less Richmond Community Benefit Agreement funding
\$ 12,670,458	Net mid-year funding requests

Cash Balance Report

The Cash Balance by Fund Report is a report prepared and submitted by the Finance Department to City Council members and Senior Management each month. The purpose of this report is to display pooled cash balances by major fund groups. Review of the report is done each month for negative cash balances and followed up with transfers, drawdown requests from federal and state agencies, and adjustment entries as needed. Given below is the percentage-wise share of total pooled cash as of December 31, 2008.





**CASH BALANCE BY FUND
Monthly Report**

FUND	Month Ended 30-Sep-08	Month Ended 31-Oct-08	Month Ended 30-Nov-08	Month Ended 31-Dec-08	Notes
General Fund	\$ 4,942,167	\$ (2,374,027)	\$ (7,557,086)	\$ 13,034,748	
SPECIAL REVENUE FUNDS					
Pension Reserve	\$ 972	\$ 1,167,886	\$ 1,167,886	\$ 11,292,512	
General Purpose	\$ 5,290,085	\$ 5,179,804	\$ 6,528,381	\$ 6,507,610	
Paratransit Operations	\$ 184,867	\$ 205,797	\$ (340,624)	\$ (387,336)	Transfer from General Fund requested in Mid Year.
Parks, Rec & Environment	\$ 564,465	\$ 566,742	\$ 399,551	\$ 399,551	
Employment and Training	\$ 353,917	\$ (81,249)	\$ (245,248)	\$ (267,563)	Drawdown from state will be received in February 09.
Police & Crime Prev	\$ 581,749	\$ 533,119	\$ 5,331,164	\$ 5,326,500	
Hilltop Maintenance District	\$ 240,227	\$ 167,491	\$ 94,891	\$ 514,511	
State Gas Tax	\$ 4,665,979	\$ 4,737,076	\$ 4,456,526	\$ 4,468,746	
Cost Recovery	\$ (780,938)	\$ (739,873)	\$ (1,209,421)	\$ (1,344,782)	
Subtotal Special Revenue Funds	\$ 11,101,323	\$ 11,736,794	\$ 16,183,106	\$ 26,509,748	
DEBT SERVICE FUNDS					
General Debt Service	\$ (3,785,762)	\$ 171,695	\$ 131,523	\$ 206,556	
Joint Powers Financing Auth	\$ 158,923	\$ 156,040	\$ 161,386	\$ 161,386	
Subtotal Debt Service Funds	\$ (3,626,839)	\$ 327,735	\$ 292,909	\$ 367,942	
CAPITAL PROJECT FUNDS					
Civic Center 2006	\$ 5,691,768	\$ 1,624,795	\$ 1,298,699	\$ 1,298,699	
Measure C	\$ 2,335,084	\$ 1,689,183	\$ 1,479,927	\$ 1,352,083	
General Capital Improvement	\$ 7,397,645	\$ 5,187,941	\$ 3,610,611	\$ 3,432,068	
Harbor Navigation	\$ 663,782	\$ 666,748	\$ 666,748	\$ 666,748	
Subtotal Capital Project Funds	\$ 16,088,280	\$ 9,168,667	\$ 7,055,986	\$ 6,749,599	
ENTERPRISE FUNDS					
Cable TV	\$ 772,444	\$ 943,466	\$ 876,352	\$ 875,946	
Storm Water	\$ (273,763)	\$ (884,478)	\$ (1,114,244)	\$ (264,707)	Additional loan to Stormwater Fund done in Feb 09.
Waste Water	\$ 103,711	\$ (1,760,772)	\$ (2,211,248)	\$ 5,265,334	
Port of Richmond	\$ 1,641,445	\$ 1,770,783	\$ 1,899,717	\$ 1,755,586	
Richmond Marina	\$ 3,446,668	\$ 3,524,912	\$ 3,524,912	\$ 3,577,238	
Convention Center	\$ (123)	\$ -	\$ -	\$ -	
Subtotal Enterprise Funds	\$ 5,690,382	\$ 3,593,910	\$ 2,975,489	\$ 11,209,396	
INTERNAL SERVICE FUNDS					
Facilities Maintenance	\$ 1,419,030	\$ 851,282	\$ 692,678	\$ 668,086	
800 MHz Trunked Comm	\$ 3,586,657	\$ 3,644,504	\$ 3,703,268	\$ 3,703,268	
Workers Compensation	\$ 19,155,899	\$ 16,752,705	\$ 17,936,249	\$ 17,919,426	
Information Technology	\$ 2,023,849	\$ 1,770,212	\$ 1,868,476	\$ 1,268,893	
Equipment Services	\$ 8,198,318	\$ 7,779,849	\$ 5,637,048	\$ 5,794,405	
Equipment Revolving	\$ -	\$ -	\$ -	\$ -	
Telecommunications	\$ -	\$ -	\$ -	\$ -	
Subtotal Internal Service Funds	\$ 34,383,754	\$ 30,798,552	\$ 29,837,719	\$ 29,354,078	
TRUST & AGENCY FUNDS					



CASH BALANCE BY FUND
Monthly Report

FUND	Month Ended 30-Sep-08	Month Ended 31-Oct-08	Month Ended 30-Nov-08	Month Ended 31-Dec-08	Notes
General Pension	\$ 1,951,078	\$ 1,890,603	\$ 1,834,231	\$ 1,833,547	
Police & Firemen Pension	\$ 875,200	\$ 362,258	\$ (17,613)	\$ 2,474,649	
Garfield Pension	\$ 133,092	\$ 124,852	\$ 118,340	\$ 118,340	
Johnson Library	\$ 9,052	\$ 9,093	\$ 9,093	\$ 9,093	
Senior Center	\$ 56,649	\$ 56,440	\$ 58,256	\$ 55,910	
General Agency	\$ 917,428	\$ 839,617	\$ 832,959	\$ 809,047	
Special Assessment	\$ 1,971,182	\$ 1,973,975	\$ 1,968,043	\$ 3,550,442	
Subtotal Trust & Agency Funds	\$ 5,913,681	\$ 5,256,838	\$ 4,803,309	\$ 8,851,028	
TOTAL CITY FUNDS	\$ 74,492,748	\$ 58,508,468	\$ 53,591,432	\$ 96,076,540	
REDEVELOPMENT AGENCY					
Redevelopment Agency Operations	\$ (1,582,022)	\$ (2,324,902)	\$ (2,872,532)	\$ 11,264,588	
Debt Service-Redevelopment Agency	\$ 11,455,851	\$ 7,641,704	\$ 7,645,117	\$ 7,645,117	
Capital Projects-Redevelopment Agency	\$ 13,847,249	\$ 6,843,007	\$ 6,378,871	\$ 6,358,626	
Subtotal Agency Funds	\$ 23,721,078	\$ 12,159,809	\$ 11,151,457	\$ 25,268,331	
Community Development Block Grant	\$ (790,968)	\$ (555,986)	\$ (1,351,960)	\$ (1,398,806)	Drawdowns completed in January 09.
Total Redevelopment Agency	\$ 22,930,109	\$ 11,603,823	\$ 9,799,497	\$ 23,869,525	

General Fund Loans Receivable

The City has issued the following loans from General Fund that are secured by a promissory note:

NAME	DATE	AMOUNT	INTEREST RATE	PAYMENT TERMS
HOUSING AUTHORITY	4/30/2007	\$ 4,511,017	0%	\$12,530.60 PER MONTH STARTING 06/01/07 FOR 30 YEARS
POLICE ACTIVITIES LEAGUE	8/1/2007	\$ 126,000	LAIF 5.255%	DUE AND PAYABLE UPON RECEIPT OF MURRAY-HAYDEN PROGRAM GRANT
POLICE ACTIVITIES LEAGUE	2/28/2007	\$ 300,000	LAIF 5.181%	DUE AND PAYABLE UPON RECEIPT OF MURRAY-HAYDEN PROGRAM GRANT
PORT OF RICHMOND	5/24/2007	\$17,139,855	4% STARTING IN 2010	\$50K IN 07 & 08. \$6.35M IN 09 AND \$2.0M IN 2010 UNTIL PAID OFF IN 2015
STORM SEWER SERVICE	5/30/2008	\$ 1,758,342	4.34%	SEMI ANNUAL PAYMENTS OF \$52,460 STARTING 12/31/09 FOR 30 YEARS
REDEVELOPMENT AGENCY	PENDING	\$ 5,900,000	LAIF 2.353% 12/31/08 RATE	DOCUMENTATION REQUIRED TO PROCESS PROMISSORY NOTE

Non-General Fund Revenue

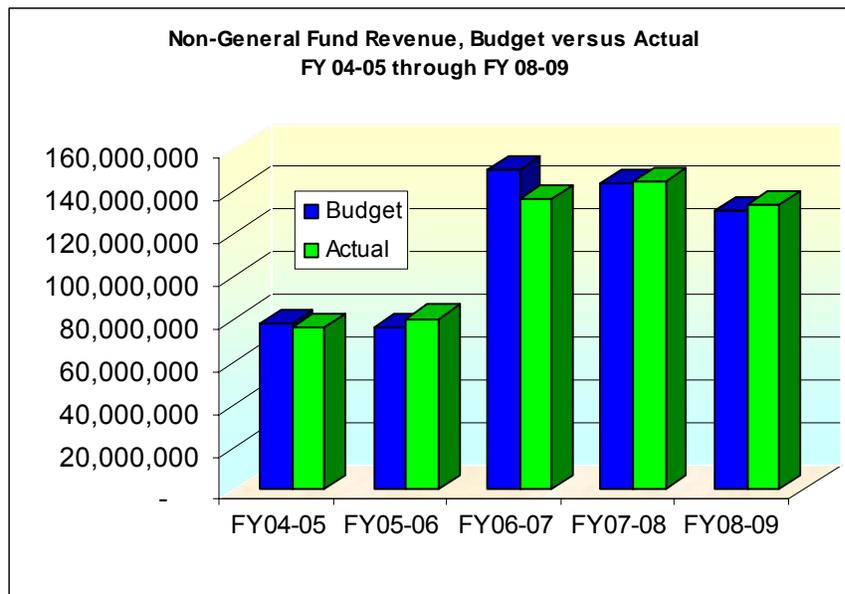
Non-General Fund revenues are composed of revenues and operating transfers-in received by governmental, enterprise and internal service funds. Revenues for these funds are from fees charged to external users for goods or services, grants, donations and property taxes.

Internal service funds are used to centralize certain services like information technology and motor pool. Revenues are derived from the costs allocated to the departments that use the services.

Trust and agency funds are used to account for assets held by the City as an agent for individuals, private organizations and other governments. These funds are restricted and not subject to appropriation.

Original revenue budget of \$130,452,695 is adjusted by 2% or \$3,122,564 making the total projected revenue \$133,575,259. Additional estimated revenues are:

- The Employment and Training Department is expanding programs with additional funding from Richmond Community Benefits Agreement in the amount of \$1.125 million;
- Port is estimated to have an additional \$510,000;
- Other funds will receive over a million dollars from various grants.



Non-General Fund Revenue					
	2004-05	2005-06	2006-07	2007-08	2008-09
Budget	77,324,000	75,480,000	149,898,000	143,027,000	130,453,000
Actual	75,503,000	80,005,000	136,469,000	144,491,000	*133,575,000

*Numbers are rounded to the nearest 1,000. *Actual for 2008-09 is projected using mid-year data.*

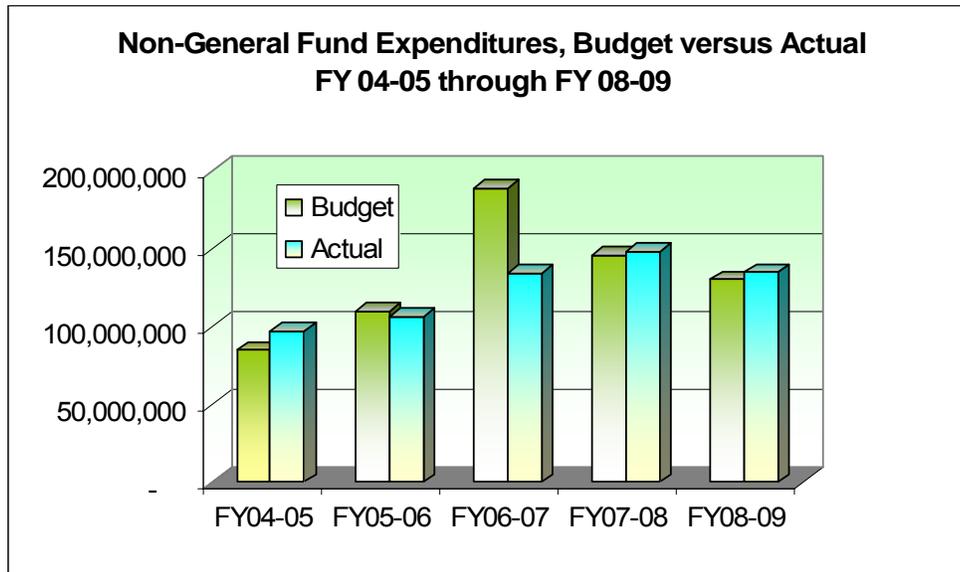
Non-General Fund Expenditures

Non-General Fund expenditures incurred within other governmental and enterprise funds are subject to the requirements of the various funding sources.

Projected operating expenditures are expected to reach \$134,850,000 an increase of \$4,599,000, or 4% over original budget. The projected expenditure increase will fund:

- \$3.2 million – various Employment & Training programs; Planning projects; current program enhancements; and increase funding for Port legal and environmental costs; funded from new revenue.
- \$1.3 million – Internal Service Fund operating increases appropriated from fund balance of the respective funds.

The FY 08/09 non-General Fund operating budget decrease of \$15,499,000 as compared to FY 07/08 is mainly due to the reporting exclusion of Trust & Agency Fund budgets. Trust and Agency funds are fiduciary in nature and used to account for assets held by the City as an agent for individuals, private organizations and other governments. These funds are restricted and not subject to appropriation, therefore no budget was adopted for those funds in FY 08/09.



Non-General Fund Expenditures					
	2004-05	2005-06	2006-07	2007-08	2008-09
Budget	84,924,000	109,839,000	189,143,000	145,750,000	130,251,000
Actual	96,588,000	106,259,000	134,075,000	148,624,000	*134,850,000

*Numbers are rounded to the nearest 1,000. *Actual for 2008-09 is projected using mid-year data.*

Non-General Fund Group Summary

	Adopted Budget	Adjustments	Revenue Adjusted Budget	Actual July-Dec	3rd and 4th Qtr Projection	Notes	Adopted Budget	Adjustments	Expenditure Adjusted Budget	Actual July-Dec	3rd and 4th Qtr Projection
Special Revenue Funds	56,375,942	2,612,564	58,988,506	19,260,062	39,728,444	a	58,440,854	2,712,564	61,153,418	34,304,256	26,849,162
Debt Service Funds	5,684,997		5,684,997	2,682,349	3,002,648		5,684,997		5,684,997	8,584,144	(2,899,147)
Enterprise Funds	23,076,396	510,000	23,586,396	12,169,583	11,416,813	b	24,969,419	510,000	25,479,419	12,871,938	12,607,481
Internal Service Funds	45,315,360		45,315,360	16,751,056	28,564,304	c	41,155,382	1,377,115	42,532,497	16,847,320	25,685,177
	130,452,695	3,122,564	133,575,259	50,863,050	82,712,209		130,250,652	4,599,679	134,850,331	72,607,658	62,242,673

Explanation of Adjustments

a. Special Revenue Funds

15,090	Increased LEAP grant funding
1,697,474	Various E&T programs funded by the Richmond Community Benefit Agreement
525,000	Funding for Bayside Village, Castro St design and I-80 Corridor projects.
375,000	Project Real Lead Abatement Program funded by HUD, Office of healthy Homes, and Lead Hazard Control.
100,000	Appropriate from fund balance for Point Molate fund for legal services
2,712,564	

b. Enterprise funds

510,000	Port: To fund additional legal costs, environmental study (Honda Project), air emission inventory costs (Bay Area Air Quality Mgmt Dist)
510,000	

Non-General Fund Group Summary

c. Internal Service Funds

585,053	Police Telecommunication Fund: To fund radio maintenance invoices funded from Police Telecommunication's existing fund balance
541,250	Insurance Reserve Fund: Increase appropriations to cover Worker's Comp premium payments and claims admin services increases
5,424	Insurance Reserve Fund: Increase appropriations to cover salary range adjustment for the Risk Manager classification
	Additional appropriations to be funded from fund balance; Insurance Reserve Fund has cash balance of \$18,021,575
245,388	Equipment Services Fund: Increase requested to replenish current year budget expended to cover FY 07/08 fuel cost increases
	Additional appropriations to be funded from fund balance of \$10,521,509
1,377,115	

d. Capital Projects Funds

NOTE: The Capital Project Funds are not included in the above summary because the funds reflected there are operating funds. These adjustments are included here for Council approval only.

185,404	Hilltop Substation change in scope of services from Police Impact Fee
75,000	KCRT Fund: Additional appropriations for projector/screen for Civic Center Council Chambers. Funded from KCRT fund balance.
88,000	Protective equipment for 12 new Firefighters funded from Richmond Community Benefit Agreement
479,670	800 MHZ public safety radios funded from Richmond Community Benefit Agreement, remainder from General Capital Outlay Fund
9,000	Additional funding needed for Station 66 plotlot from General Capital Outlay Fund
837,074	Public Safety

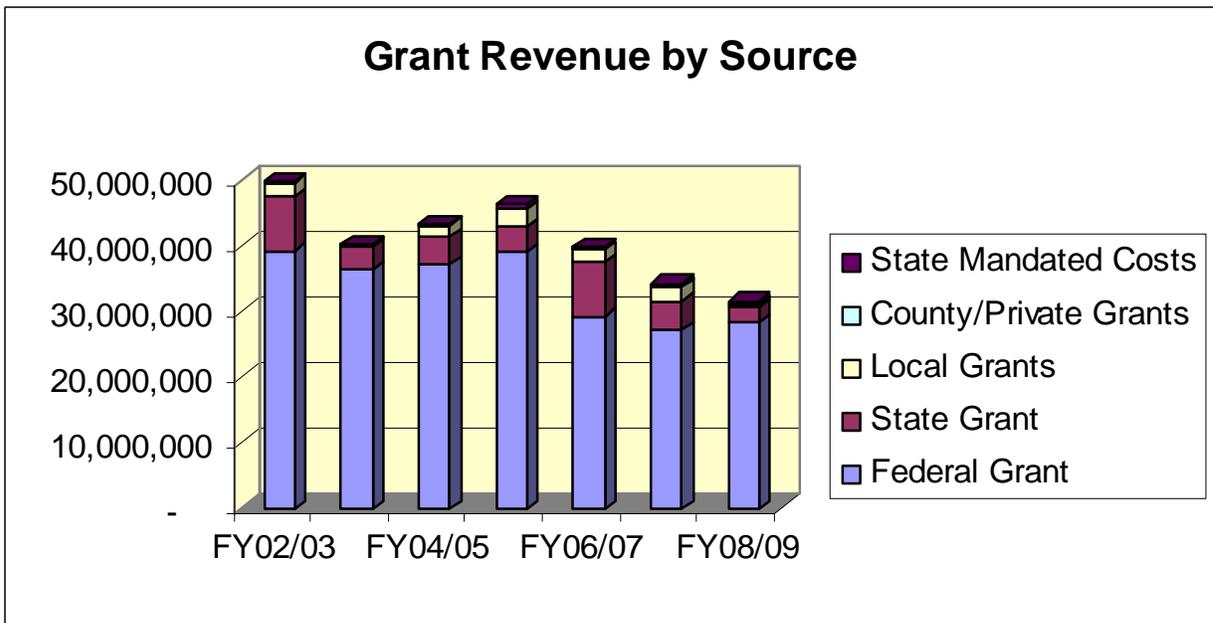
(13,464)	Sign shop no longer needed. Unencumber from General Capital Outlay Fund
62,000	Stormwater Fund: To replace 2 pumps at the North Richmond. pump station. Funded from General Capital Outlay fund
50,000	Hilltop Path asphalt work funded from Hilltop Impact fees
1,000,000	Additional asphalt to pave remainder of year (pending Engineering savings)
1,098,536	Public Works

2,604,490	Miraflores project funded by EPA grant
3,346,105	Neighborhood Stabilization Programs project funded by HUD
1,000,000	Debt service on Construction loan and clinical services for Brookside medical office. Funded from Richmond Community Benefit Agreement
6,950,595	Richmond Community Redevelopment Agency (RCRA)

8,886,205	Total Capital Projects Fund Adjustment
------------------	---

Grants Analysis

The City of Richmond routinely applies for and is awarded various grants to support infrastructure improvements. Due to the State budget impasse, several grants are at risk of being frozen until further notice. The following analysis details the projects affected by such grants.



GRANTS LISTING FY2009

GRANT SOURCE	PROJECT	F/S/P/O	AWARD	MATCHING	TOTAL
Engineering California Heritage Fund California Cultural & Historical Endowment (CCHE) 2000 Bond Act - Roberti-Z'berg-Harris Block Grant Program 2000 Bond Act Murray-Hayden Program	Natorium (Plunge)*	S	\$245,500		\$245,500
	Natorium (Plunge)*	S	\$2,081,800		\$2,081,800
	Natorium (Plunge)*	S	\$274,859		\$274,859
	Natorium (Plunge) - Seismic retrofit*	S	\$378,000		\$378,000
	Total Plunge:		\$2,980,159		\$2,980,159
Department of Transportation State of California - Resources Agency Department of Transportation Dept of Transportation - Install Ped. Cross Walk Lights Proposition 1B Department of Transportation? Transportation and Land Use Coalition (TALC) - MTC California Department of Transportation California Department of Transportation	Red Oak Victory Restoration Project	P	\$1,003,000	\$129,950	\$1,132,950
	Martin Luther King Park*	S	\$2,500,000	\$0	\$2,500,000
	Dornan Dr/Garrard Tunnel	P	\$500,000	\$300,000	\$800,000
	Street Rehabs/Maintenance	P	\$203,000		\$203,000
	Safe Routes to School	S	\$1,670,003	\$0	\$1,670,003
	Safe Routes to School	P	\$477,000		\$477,000
	Safe Routes to Transit Grant - to conduct a study	P	\$200,000		\$200,000
	Safe Routes to School	S	\$412,167	\$87,883	\$500,050
	Develop a Pedestrian Master Plan	S	\$250,000	\$25,000	\$275,000
Library California State Library Public Library Fund	Books & Security Run programs	S P	\$82,995 \$35,266		\$82,995 \$35,266
Parks & Landscape Clara-Belle - Foundation Murray-Hayden..... California Department of Conservation Department of Forestry and Fire Protection Stewardship Council	Open Space	O	\$37,848	\$0	\$37,848
	Skate Park*	S	\$274,859		\$274,859
	Recycling grant	S	\$27,498		\$27,498
	Planting signature trees at Gateway project locations (RDA)	S	\$31,486	\$13,628	\$45,114
	Richmond Foodshed Collaborative program	O	\$85,000		\$85,000
Port Association of Bay Area Governments (ABAG) SF Bay Conservation and Development Commission (BCDC) U.S. Department of Homeland Security (FEMA) California Port & Maritime Security Grant California Port & Maritime Security Grant California State Coastal Conservancy Caltrans	Bay Trail project*	O	\$289,000		\$289,000
	Fill removal at Terminal 4 and other nearby structures*	S	\$608,300		\$608,300
	Integrated Video Surveillance*	F	\$2,263,520		\$2,263,520
	Integrated Video Surveillance*	S	\$754,507		\$754,507
	Lighting Improvements PPMT*	S	\$2,650,000		\$2,650,000
	Bay Trail project*	O	\$150,000		\$150,000
	Bay Trail project*	O	\$350,000		\$350,000
Police Office of Emergency Services Safe City (Target)	Project Safe Neighborhood Reduce Crime and Improve Safety	S O	\$95,000 \$300,000		\$95,000 \$300,000

GRANT SOURCE	PROJECT	F/S/P/O	AWARD	MATCHING	TOTAL
Fire					
Contra Costa Health Services	Hazardous Materials Training	O	\$294,677	\$0	\$294,677
Contra Costa Health Services	AB 2185 Inspections	O	\$357,696	\$0	\$357,696
Contra Costa Health Services	Hazardous Materials Training	O	\$355,514	\$0	\$355,514
County of Contra Costa - Office of the Sheriff (Emerg. Mgmt. Performance Grant (EMPG))	OES Manager Salary	P	\$32,500	\$0	\$32,500
Department of Fish and Game - Office of Spill Prevention and Response	Equipment	S	\$32,000		\$32,000
OPR/California Volunteers	Citizen Preparedness & Participation Grant	S	\$100,000		\$100,000
2007 Assistance to Firefighter's Grant (FEMA)	Exercise equipment/Personal Training w/ Kaiser & YMCA	F	\$183,126	\$45,781	\$228,907
Paratransit					
State of CA - Department of Transportation (Sec. 5310)	To purchase two new vehicles	P	\$71,200	\$17,800	\$89,000
Contra Costa Transportation Authority (CCTA)	To supplement senior transportation	O	\$481,802	\$400,000	\$881,802
Employment & Training					
State of California - EDD R970555-201/202 - WIA Adult	Provide job training and employment services	P	\$567,676.00	\$0.00	\$567,676.00
State of California - EDD R970555-501/502 - WIA Dislocated Worker	Provide job training and employment services	P	\$366,901.00	\$0.00	\$366,901.00
State of California - EDD R970555-540/541 - WIA Rapid Response*	Provide job training and employment services	P	\$112,900.00	\$0.00	\$112,900.00
State of California - EDD R970555-301 - WIA Youth	Provide job training and employment services	P	\$567,650.00	\$0.00	\$567,650.00
State of California - EDD R970555-307 - Federal Economic Stimulus Dislocated Worker	Provide job training and employment services	P	\$100,000.00	\$0.00	\$100,000.00
State of California - EDD R865477-416 - CalGRIP (CF)	Provide job training and employment services	P	\$347,450.00	\$400,000.00	\$747,450.00
State of California - EDD R865477-201/202 WIA Adult (CF)	Provide job training and employment services	P	\$89,818.00	\$0.00	\$89,818.00
State of California - EDD R865477-501/502 WIA Dislocated Worker (CF)	Provide job training and employment services	P	\$50,100.00	\$0.00	\$50,100.00
State of California - EDD R865477-301/302 WIA Youth (CF)	Provide job training and employment services	P	\$79,965.00	\$0.00	\$79,965.00
State of California - EDD R865477-113 - WIA Exemplary Performance Award	Provide job training and employment services	P	\$1,685.00	\$0.00	\$1,685.00
State of California - EDD R865477-424 - WIA Construction Talent Transfer	Provide job training and employment services	P	\$500,000.00	\$500,000.00	\$1,000,000.00
State of California - EDD R760341-671 - WIA RichmondBuild (CF)	Provide job training and employment services	P	\$275,570.00	\$202,000.00	\$477,570.00
Alameda County - WIA Life Sciences	Provide job training and employment services	P	\$30,000.00	\$0.00	\$30,000.00
U.S. Dept. of Housing & Urban Development - YouthBuild (CF)	Provide job training and employment services	F	\$36,859.00	\$36,859.00	\$73,718.00
State of California - Employment Training Panel Grant	Provide job training and employment services	S	\$197,478.00	\$0.00	\$197,478.00
Contra Costa County - Transitional Housing Plus	Provide job training and housing to youth out of foster care	O	\$101,916.00	\$0.00	\$101,916.00

*Funding requested on Mid-Year Budget Request
**Funds recently received - For future Council approval
(CF) = Amount carried forward from prior year(s)

GRANT SOURCE	PROJECT	F/S/P/O	AWARD	MATCHING	TOTAL
Office of Neighborhood Safety Kaiser Permanente East Bay Area State of California - O.E.S. - CalGRIP	Safety street outreach Combat Gang Violence	O P	\$70,000 \$400,000	\$273,000 \$400,000	\$343,000 \$800,000
Richmond Community Redevelopment Agency Community Development Block Grants/Entitlement Grants 07 Home Investment Partnership Program 07 Section 108 Loan (3.5) Section 108 Grant - EDI (1.0) Section 108 Loan (3.0_ Section 108 Grant - BEDI (1.5)	Various public service, economic development, public facility, housing activity and loan agreements North Richmond Iron Triangle, North Richmond Street Improvement Project, Mac Sr Housing, Brookside Ford Building Ford Building	F F F F F F	\$1,399,871 \$765,971 \$3,500,000 \$1,000,000 \$3,000,000 \$1,500,000		\$1,399,871 \$765,971 \$3,500,000 \$1,000,000 \$3,000,000 \$1,500,000
Housing Authority Department of HUD Department of HUD Department of HUD Department of HUD Department of HUD Lead Hazard Control	Low Income Publice Housing Housing Choice Voucher Program Capital Fund Program Demolition & Revitalization of Severely Distressed Public Hsg Lead Abatement Program	F F F F F	\$1,547,560 \$15,828,000 \$1,583,947 \$2,431,760 \$3,000,000	\$2,280,512	\$1,547,560 \$15,828,000 \$1,583,947 \$2,431,760 \$5,280,512
Planning Office of Historic Preservation - Dept of Parks and Recreation United States Department of the Interior	Historic Structure Report Preserve Richmond to Interpret and Support Memories	P F	\$25,000 \$75,000	\$290,488	\$25,000 \$365,488
City Manager Department of Conservation DOC/Recycle Grant West Contra Costa Integrated Waste Management Authority	Beverage container recycling program Recycling	S O	\$27,238 \$8,142		\$27,238 \$8,142
Totals:			\$59,727,580	\$5,402,901	\$65,090,339
Frozen Totals:			<u>\$12,820,345</u>		

F= Federal
S= State
P= Pass through
O= County/Local/Other
*=Frozen Grants

Department	Projects by Fund	FY2008-09		Total Actual & July-Dec.	%
		CIP Adopted Budget	Used		
Engineering	Miscellaneous Street Paving	\$ 657,980	\$ 596,651		
	Subtotal - Prop 1B Expenditures	\$ 657,980	\$ 596,651		90.68%
	State Asset Seizure				
Police	ShotSpotter - Gunshot Detector System	\$ 200,000	\$ 200,000		
	Subtotal - State Asset Seizure Expenditures	\$ 200,000	\$ 200,000		100.00%
	Asset Forfeiture				
Police	Automatic Vehicle Location (AVL) System	\$ 140,000			
Police	Hostage Negotiation Equipment	\$ 25,000			
Police	ShotSpotter - Gunshot Detector System	\$ 72,000	\$ 72,000		
Police	Stationary License Plate Reader	\$ 53,000			
	Subtotal - Asset Forfeiture Expenditures	\$ 290,000	\$ 72,000		24.83%
	Gas Tax				
Engineering	American Disabilities Act (ADA) Improvements - Wheelchair Ramp Upgrades	\$ 50,000	\$ -		
Engineering	Miscellaneous Sidewalk Repair	\$ 110,910	\$ 110,910		
Engineering	Miscellaneous Street Paving	\$ 2,173,164	\$ 2,042,972		
Engineering	Richmond Greenway Phase II	\$ 439,511	\$ 230,944		
Engineering	Richmond Parkway	\$ 2,850	\$ 2,850		
Engineering	Speed Hump	\$ -	\$ -		
Engineering	Street Light Rehabilitation Program	\$ 89,621	\$ -		
Engineering	Traffic Safety Improvements	\$ 43,000	\$ 28,536		
	Subtotal - Gas Tax Expenditures	\$ 2,909,056	\$ 2,416,212		83.06%
	Measure C				
Engineering	ADA Improvements - Wheelchair Ramp Upgrades	\$ 50,000			
Engineering	Crosswalk Improvements	\$ 50,000			
Engineering	FY08/09 Pavement Management Program	\$ 49,780	\$ 2,000		
Engineering	Gap Closures in Sidewalks	\$ 70,000			
Engineering	Miscellaneous Sidewalk Repair	\$ 135,586	\$ 135,586		
Engineering	Miscellaneous Street Paving	\$ 2,048,000	\$ 1,712,401		
Engineering	Point Richmond Retaining Wall Repairs	\$ 522,262	\$ 522,262		
Public Works O & M	Public Works Street Paving	\$ 607,000	\$ 607,000		
Engineering	Richmond Parkway	\$ -	\$ 2,850		
Engineering	Street Light Rehabilitation Program	\$ 90,050			
Engineering	Traffic Safety Improvements	\$ 42,750	\$ 38,760		

Department	Projects by Fund		FY2008-09 CIP Adopted Budget	Total Actual & July-Dec.	%
	Measure C Expenditures				
	Subtotal - Measure C Expenditures		\$ 3,665,428	\$ 3,020,859	82.41%
	General Capital				
E & T	Starlight Building		\$ 500,000	\$ 467,177	
Engineering	Carlson Blvd improvements		\$ 241,000		
Engineering	Carlson Blvd improvements		\$ 79,000		
Engineering	Cutting Carlson Safety Improvements		\$ 250,000		
Engineering	Gap Closures in Sidewalks		\$ 50,000		
Engineering	Greenway/Ohlone Gap Closures		\$ 10,000		
Engineering	Miscellaneous Improvement Repairs		\$ 208,000		
Engineering	Miscellaneous Sidewalk Repair		\$ 109,950	\$ 59,950	
Engineering	Miscellaneous Street Paving		\$ 733,730	\$ 733,730	
Engineering	Quiet Zones Railroad Crossing Improvements		\$ 200,000		
Engineering	Safe Route to School		\$ 87,833		
Engineering	Speed Hump Installations		\$ 95,000		
Engineering	Street Light Rehabilitation Program		\$ 320,329		
Fire	Above the Ground Tanks Station 63		\$ 300,000	\$ 18,025	
Fire	Above the Ground Tanks Station 68		\$ 300,000	\$ 18,025	
Fire	Repave/Resurfac Training Center		\$ 70,000		
Fire	Replace Station 66		\$ 527,000	\$ 527,000	
Fire	Re-roofing 3 Fire Stations; #61		\$ 36,667	\$ 15,000	
Fire	Re-roofing 3 Fire Stations; #62		\$ 36,667	\$ 15,000	
Fire	Re-roofing 3 Fire Stations; #64		\$ 36,667	\$ 15,000	
Fire Training Center	Modular Classrooms		\$ 120,000	\$ 85,817	
Police	Closed Circuit Television Cameras		\$ 2,249,254	\$ 2,030,909	
Police	Hilltop Mall Police Substation		\$ 172,157		
Police	Mobile Data Computer Upgrade/Replacement		\$ 600,000		
Police	Police Facility Improvement		\$ 712,894	\$ 318,696	
Police	Records Management Application Enhancement		\$ 50,000		
Police	ShotSpotter Gunshot Detection System		\$ 478,000	\$ 456,000	
PW O & M	Sign Shop \$13,464 (mid-year no longer needed)		\$ 13,464		
Recreation	Community Centers of 07/08		\$ 88,321	\$ 88,321	
Recreation	Fitness Facility Improvement - BTA		\$ 200,000		
Recreation	Kennedy Swim Center Forensic Investigation		\$ 300,000	\$ 215,225	
Recreation	Refurbish Small Community Centers		\$ 120,000		
	Subtotal - General Capital Expenditures		\$ 9,295,932	\$ 5,063,875	54.47%
	State Hwy Account				
Engineering	Miscellaneous Street Paving		\$ 954,491	\$ 662,537	
	Subtotal - State Hwy Account		\$ 954,491	\$ 662,537	69.41%

Department	Projects by Fund		FY2008-09 CIP		Total Actual &	%
	Adopted Budget	July-Dec.	Adopted Budget	July-Dec.	Used	
	CIP Lease Bonds					
Fire			234,685	\$ 96,742		
Library			190,000	\$ 34,473		
			\$ 424,685	\$ 131,215		30.90%
	Grants - Engineering					
Engineering			70,000			
Engineering			129,719			
Engineering			100,000			
Engineering			2,154,555	\$ 9,573		
Engineering			3,090,108	\$ 3,090,107		
Engineering			1,000,000			
Engineering			412,167			
			\$ 6,956,549	\$ 3,099,680		44.56%
	Grants - Parks					
Public Works Parks			344,107	\$ 300,000		
Public Works Parks			125,000			
Public Works Parks			274,859			
			\$ 743,966	\$ 300,000		40.32%
	Civic Center Fund					
Civic Center			67,594,135	\$ 51,114,245		
			\$ 67,594,135	\$ 51,114,245		75.62%
	Hilltop Impact Fees					
Public Works Parks			121,195	\$ 110,410		
Public Works Parks			47,003	\$ 41,593		
			\$ 168,198	\$ 152,003		90.37%
	Impact Fee - Fire					
Fire			35,100	\$ 35,100		
Fire			113,800	\$ 112,600		
Fire			50,000	\$ 39,260		
			\$ 198,900	\$ 186,960		94.00%
	Impact Fee - Police					
Police			50,000	\$ 50,000		
			\$ 50,000	\$ -		0.00%

		FY2008-09		Total	
		CIP		Actual &	
		Adopted		July-Dec.	
Department	Projects by Fund	Budget	Used	Budget	Used
					%
Impact Fee - Parks & Open Space					
Public Works Parks	Booker T. Anderson (BTA) Bridge Relacement	\$ 70,000			
Public Works Parks	Greenway Phases I, II & III	\$ 25,000			
Public Works Parks	JPA Sports Field Partnership	\$ 11,430	\$ 6,400		
Public Works Parks	Park Field Office and Yard Upgrades	\$ 130,000			
Public Works Parks	Park Hardscapes Rehabilitation	\$ 350,000	\$ 144,750		
Public Works Parks	Park Irrigation Rehabilitation	\$ 344,410	\$ 4,326		
Public Works Parks	Park Needs Assessment	\$ 71,000	\$ 13,430		
Public Works Parks	Park Restroom in (BTA) Park	\$ 96,753			
Public Works Parks	Park Restroom in Nevin Park	\$ -			
Public Works Parks	Park Restroom in Nichol Park	\$ -			
Public Works Parks	Parks American Disabilities Act (ADA) Access	\$ 170,000	\$ 90,378		
Public Works Parks	Parks Lighting - Nevin	\$ 265,000			
Public Works Parks	Parks Lighting - Nichol				
Public Works Parks	Parks Play Equipment Replacement	\$ 292,231			
Public Works Parks	Solano Park	\$ 120,000			
Public Works Parks	Wendell Park Renovation	\$ 750,000			
	Subtotal - Impact Fees Parks and Open Space	\$ 1,945,824	\$ 259,284		13.33%
Impact Fee - Library					
Library	Refurbish Bookmobile	\$ 100,000			
	Subtotal - Impact Fees Library	\$ 100,000	\$ -		0.00%
Impact Fee - Storm Drainage					
Engineering Stormwater	Engineering Stormwater	\$ 308,900	\$ 300,000		
	Subtotal - Impact Fees Storm Drainage	\$ 308,900	\$ 300,000		97.12%
Traffic Impact Fee					
Engineering	Miscellaneous Street Paving	\$ 247,618	\$ 247,618		
Engineering	Traffic Signal at the Carlson/I-80 Off-Ramp	\$ 360,000			
Engineering	Traffic Safety Improvements	\$ 114,250			
Public Works O & M	Public Works Street Paving	\$ 593,000	\$ 293,000		
	Subtotal - Traffic Impact Fees	\$ 1,314,868	\$ 540,618		41.12%
KCRT Cable Television					
KCRT	Microwave Transmission	\$ 5,000			
KCRT	Production Equipment	\$ 30,000	\$ 10,000		
KCRT	Upgrade Playback System	\$ 5,000			
	Subtotal - KCRT Cable Television	\$ 40,000	\$ 10,000		25.00%
Engineering - Wastewater Treatment					
Engineering Collection	Sanitary Sewer Collection System Improvement	\$ 10,385,397	\$ 1,659,756		
Engineering WWTP	Wastewater Treatment Plant Improvements	\$ 4,440,000	\$ 316,483		
	Subtotal - Engineering Wastewater Treatment	\$ 14,825,397	\$ 1,976,239		13.33%

Department	Projects by Fund	FY2008-09		Total Actual & %
		CIP Adopted Budget	July-Dec.	
				Used
Port Capital				
Port	Bay Trail Shipyard No. 3	\$ 150,000		
Port	Bay Trail Shipyard No. 3	\$ 289,000		
Port	Bay Trail Shipyard No. 3	\$ 350,000		
Port	Honda Port of Entry	\$ 13,578,060		
Port	Integrated Video System	\$ 100,000		
Port	Lighting Improvements PPMT	\$ 150,000		
Port	Port Office Building	\$ 200,000	\$ 77,550	
Port	Port Rail Corridor Facilities	\$ 8,538,000		
Port	PPMT Security Enhancement	\$ 258,280	\$ 258,280	
Port	Terminal 2 Timber Wharf Replacement	\$ 300,000	\$ 148,800	
Port	Terminal 4 Wharf	\$ 540,000	\$ 73,450	
	Subtotal - Port Capital	\$ 24,453,340	\$ 558,080	2.28%
Information Technology				
IT	Civic Center Private Branch Exchange (PBX) Replacement Evaluations and Vo	\$ 1,090,000	\$ 1,090,000	
IT	Civic Center Technology Plan and Design	\$ 150,000	\$ 150,000	
IT	Desktop Computers Refresh	\$ 200,000		
IT	Enterprise Resource Planning (ERP) Replace/ Upgrades CRW	\$ 197,665	\$ 2,250	
IT	ERP Upgrade System	\$ 2,850,327	\$ 692,692	
IT	ERP Upgrade System TRAINING	\$ 100,000	\$ 226	
IT	Implement a Storage Area Network (SAN) Solution for Centralized Data Storage	\$ 150,000	\$ 139,855	
	Subtotal - Information Technology	\$ 5,177,890	\$ 2,513,921	48.55%
Equipment Services & Replacement				
PW - Equipment	Alarm System & Installation at Corporation Yard	\$ 75,000		
PW - Equipment	Corporation Yard Facility Improvement	\$ 80,000		
PW - Equipment	Diesel Truck Emissions Retrofit	\$ 150,000		
PW - Equipment	Exhaust Collection	\$ 15,000		
PW - Equipment	FLEET REPLACEMENT/FIRE TRUCKS	\$ 6,358,800	\$ 3,509,045	
PW - Equipment	Fuel Sites at Hilltop & El Sobrante	\$ 80,000		
PW - Equipment	Heavy Duty Vehicle Lift	\$ 100,000	\$ 5,400	
PW - Equipment	Level Floor in Corporation Yard	\$ 25,000		
PW - Equipment	Replacement of Fuel Dispensing Management System	\$ 50,000		
PW - Equipment	Vehicle and Equipment Shed	\$ 125,000		
PW - Equipment	Vehicle Onboard Telemetric System	\$ 150,000		
	Subtotal - Equipment Services & Replacement	\$ 7,208,800	\$ 3,514,445	48.75%
Adopted CIP FY08-09 without RCRA		\$ 149,859,339	\$ 76,688,824	
1st & 2nd Quarter Actuals & Encumbrances		\$ 76,688,824		
3rd & 4th Quarter Projection		\$ 73,170,515		

Department	Projects by Fund	FY2008-09 CIP Adopted Budget	Total Actual & July-Dec.	% Used
FY 08-09	Mid-year requested Additions			
	Hilltop Police Substation change in scope	\$ 185,404	Funded from Police Impact Fee existing fund balance of \$250,850	
	Protective Equipment	\$ 88,000	Protective equipment for 12 new Firefighters funded from Richmond Community Benefits Agreement (RCBA) (1).	
	800 MH Public Safety Radios	\$ 479,670	800MHz public safety radios funded \$12k from RCBA (1) and remainder funding from General Capital Outlay Fund existing fund balance of \$4.6M	
	Station 66 \$9K additional for Playlot	\$ 9,000	Funding from General Capital Outlay fund existing fund balance of \$4.6M	
	Sign Shop \$13,464 not needed	\$ (13,464)	Unencumber from General Capital Outlay Fund.	
	Hilltop Path Asphalt	\$ 50,000	Funded from Hilltop Impact fees existing fund balance of \$50,000	
	Public Works Paving	\$ 1,000,000	Additional asphalt to pave remainder of year	
	Stormwater Pumps replace (2)	\$ 62,000	Funding from General Capital Outlay fund existing fund balance of \$4.6M.	
	RCRA	\$ 6,950,595	Funding from General Capital Outlay fund existing fund balance of \$4.6M. To address abandoned and foreclosed properties per HERA funded by Housing and Urban Development (HUD). Environmental clean-up of the Mira Flores area funded by California Pollution Control Financing Authority (CPCFA). Debt service on construction loan and clinical services for Brookside medical office at 1st and MacDonald. Funded from RCBA (1).	
	KCRT Projector Screen and Monitor	\$ 25,000	Funding from current project reallocations of \$25,000 from KCRT FY08-09 CIP Adopted Budget.	
	KCRT Robotic Camera Equipment	\$ 50,000	Funding from current project reallocations of \$10,000 from FY08-09 KCRT CIP Adopted Budget. The remaining \$40,000 will be appropriated from KCRT fund balance of \$995,000.	
	Park, Port & Engineering Grants	\$ 7,098,522	Frozen Grants will be reviewed during the FY09-10 CIP Budget process.	
	Total Mid-year CIP Funds' request	\$ 8,886,205		
	(1) Less Richmond Community Benefits Agreement (RCBA)	\$ (1,100,000)		
	(2) Reallocation of existing project funds KCRT	\$ (35,000)		
	Net CIP Funds ' request	\$ 7,751,205		

Mid-Year Performance Measure Highlights

Maintain and Enhance the Physical Environment

Public Works

- Patched 1,230 potholes in the city's streets
- Planted 314 trees in public right of ways and parks
- Performed 2,400 graffiti abatements within 48 hours of being reported
- Swept 3,054 resident curb miles and 3,362 commercial curb miles

Engineering

- Repaired 52,113 square feet of sidewalk
- Reported no trip and fall claims
- 18 miles of Wastewater Collection Systems were cleaned and inspected
- 38% of Richmond's Food Handling Facilities were inspected

Promote a Safe and Secure Community

Fire Department

- Completed construction of electric gates and fencing at various stations
- Performed 4,393 Very High Fire Hazard Severity Zone (VHFHSZ) Inspections
- Created 12 public education programs about Fire Prevention
- Completed nine fire investigations

Police Department

- All 34 Closed Circuit Television Cameras are up and running
- Overall crime rate has decreased by 15%
- Hired 23 new officers
- Received 292,025 dispatch calls

Office of Neighborhood Safety

- Served 261 clients
- Received \$290, 000 new grant dollars
- One Program Strategy developed, implemented, and managed

Promote Economic Vitality

Planning and Building Regulations Department

- 1,809 building permits have been issued
- 1,398 rental inspections have been performed
- Performed 6,170 construction inspections

Richmond Community Redevelopment Agency

- 90% of Civic Center Phase 1B has been completed
- 100% of all operating costs are within budget
- 66 new affordable rental units were completed
- 11 Façade improvement programs were completed
- Nevin Park was completed
- Macdonald Avenue streetscape improvements from Harbour to 19th are 70% complete

Employment & Training

- 2,400 job seekers utilized the RichmondWORKS Career Center for a total of 14,615 customer visits
- 800 job placements with area employers
- 694 Enterprise Zone Hiring Tax Credit vouchers issued to Richmond businesses
- 35 businesses participated and contributed to the Summer Youth Employment Program by providing 526 jobs
- 2008 FBI Director's Community Leadership Award Recipient
- 2009 Harvard Innovations in Government Award (semi-finalist)
- Recognized as a national "Best Practice"

Port of Richmond

- Generated \$2.74 Million dollars in revenue
- 100% of all scheduled maintenance projects were completed on time
- 100% of all facilities were inspected monthly
- 84 Surveillance cameras were installed and in operation at the Port facilities
- Completed the EIR for Honda Port of Entry project in eight months

Promote Effective Government

Mayor's Office

- Actively participated in the planning and coordination of the Martin Luther King Jr. Work Day on The Greenway which gathered over 500 participants including the Mayor and her staff
- Hosted the 1st Annual Environmental Justice and Environmental Health Task Force Community Meeting at Atchison Village where over 50 community members participated in an educational interactive presentation
- Mayor and Mayor's staff worked in conjunction with The City Managers office Environmental Manager and Green team, to help create the city's 1st ever Environmentally Preferable Purchasing Policy

City Council

- 98 Resolutions and Ordinances have been issued
- Four Environmentally Friendly Initiatives/Policies have been implemented and adopted
- 11 actions have been taken as response to the biennial community survey result
- Participated in 18 non-scheduled outreach events and meetings in addition to 27 scheduled public meetings, hearings, and study sessions

City Clerk

- All documents from 1905-2008 have been posted to the City's webpage
- Processed 1,075 agenda items

City Manager

- Began implementation of all City Council directives within three months of receipt
- Responded within two days to 99% of citizen requests made via COMCATE
- Entered into four new collaborative relationships between City departments and community organizations

City Attorney

- 129 legal opinions were completed in five days of receipt
- 250 Contracts, 52 Resolutions, and 7 Ordinances were completed within 21 days of receiving them
- 100% of all Resolutions and Ordinances were completed by the next following council meeting

Police Commission

- Received three complaints
 - Two complaint investigations were completed in three months or less; and one investigation was completed in four months
 - Three policies were reviewed
-

Finance Department

- Received the Excellence Award from the California Society of Municipal Finance Officers (CSMFO) as part of their Budget Awards Program
- Completed the 1st two phases of MUNIS allowing Payroll to go live January 1st and complete its first cycle of checks January 15th
- Wastewater Enterprise's credit rating, as assigned by Standard & Poor's Rating Service, has received two separate upgrades, equal to a full five notches, to the current "AA-"
- Implementing a new performance measurement software called *See-It* that will be used to promote reporting, accountability and transparency. See-It will go-live February 23, 2009
- Award for Comprehensive Annual Financial Report (CAFR)

Human Resources Management

- Ten Human Resource Trainings were provided to city staff
- 285 Employees attended trainings
- Received 944 general applications
- Received 198 Police Officer applications

Information Technology

- Completed 75% of the construction for the new server room at Civic Center
- Received 265 telecom work orders
- Completed 1,277 work orders

Public Works – Equipment Services

- Increased the number of Ultra Low Emission Vehicles in the city fleet by 30
- Replaced a total of 49 vehicles

Promote Sustainable Communities

City Manager

- Developed three community-wide and seven municipal waste reduction and recycling strategies
- Completed 95% of the greenhouse gas inventory

Housing Authority

- 99.3% of the Easter Hill Hope VI Development is completed
- 3,025 Housing Choice Voucher Contracts were executed
- Leased 1,054 rental units

Library & Cultural Services

- 95,424 people visited the library
- 80,434 items were circulated
- 534 adults received pre-GED and English literacy instruction
- 110 families received literacy support

Recreation

- Registered 12,005 participants
- Established 55 new programs
- Paratransit reported no accidents

KCRT Cable Television

- Created 481 graphic and video productions
- Produced 114 local programs
- 100% of all in-house service requests are responded to within in 48 hours
- Produce an average of 19 new programs each month