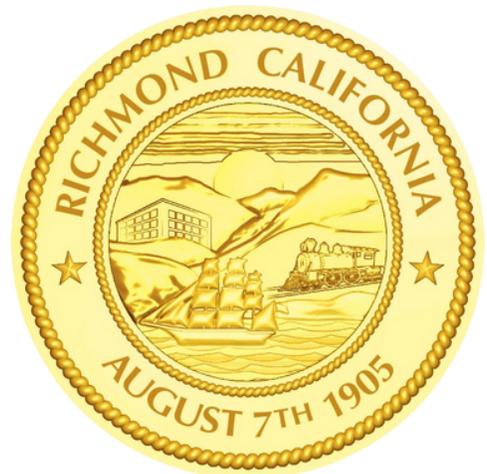


**ADOPTED  
FISCAL YEARS  
2024-25 TO 2028-29**

**FIVE-YEAR  
CAPITAL  
IMPROVEMENT  
PLAN BUDGET**



**CITY OF RICHMOND, CALIFORNIA**



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# INTRODUCTION

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# Richmond City Council



## COUNCIL-MEMBER DISTRICTS



**Eduardo Martinez**  
Mayor  
At-Large



**Claudia Jimenez**  
Vice-Mayor  
DISTRICT 6



**Melvin Willis**  
DISTRICT 1



**Cesar Zepeda**  
DISTRICT 2



**Doria Robinson**  
DISTRICT 3



**Sohelia Bana**  
DISTRICT 4



**Gayle McLaughlin**  
DISTRICT 5



## City Council

Mayor.....	Eduardo Martinez
Vice-Mayor (District 6) .....	Claudia Jimenez
Councilmember (District 1).....	Melvin Willis
Councilmember (District 2) .....	Cesar Zepeda
Councilmember (District 3) .....	Doria Robinson
Councilmember (District 4) .....	Soheila Bana
Councilmember (District 5) .....	Gayle McLaughlin

## Administration and Executive Management

City Manager .....	Shasa Curl
Deputy City Manager–Internal Service) .....	Nickie Mastay
Deputy City Manager – Community Services .....	LaShonda White
City Attorney .....	Dave Aleshire
City Clerk .....	Pamela Christian
Director of Community Development .....	Lina Velasco
Director of Economic Development. ....	Nannette Beacham
Director of Finance .....	Andrea Miller
Interim Fire Chief.....	Michael Smith
Director of Human Resources .....	Sharrone Taylor
Director of Information Technology.....	Sue Hartman
Chief of Police .....	Bisa French
Port Director .....	Charles Gerard
Director of Public Works .....	Daniel Chavarria

A special thanks to the Fiscal Year 2024-25 Operating and Capital Improvement Plan Budget Team

Andrea Miller  
**Director of Finance**

Vrenesia Ward  
**Senior Budget Analyst**

Mubeen Qader  
**Deputy Director of Finance**

Mary Phelps  
**Project Manager**

Daniel Chavarria  
**Director of Public Works**

Josef Munoz  
**Capital Projects Manager**

Robert Armijo  
**Deputy Director of Public Works**

Avinesh Nadan  
**Senior Accountant**

Jerry Gurule  
**Accounting Manager**

Bert Jones  
**Budget Analyst II**

Patrick Seals  
**Administrative Chief**

Frednesha Marks  
**Administrative Services Coordinator**

Antonio Banuelos  
**Accounting Manager**

Ruben Calvario  
**Office Clerk**





DATE:	June 18, 2024
TO:	Mayor Martinez and Members of the City Council
FROM:	Shasa Curl, City Manager Nickie Mastay, Deputy City Manager, Internal Services LaShonda White, Deputy City Manager, Community Services Andrea Miller, Director of Finance Mubeen Qader, Deputy Director of Finance Antonio Banuelos, Accounting Manager Jerry Gurule, Accounting Manager
SUBJECT:	Fiscal Year (FY) 2024-25 Proposed Operating Budget and FY 2024-25 to 2028-29 Proposed Five-Year Capital Improvement Plan (CIP) Budget
FINANCIAL IMPACT:	There is no financial impact associated with adopting the FY 2024-25 Proposed Operating Budget and FY 2024-29 Proposed Five-Year Capital Improvement Plan Budget. The General Fund budget is structurally balanced with revenue and expenditures equal to \$248,935,372. FY 2024-25 Total Proposed Non-General Revenue budget is \$254,008,291 and Proposed Expenditure budget is \$332,078,233.
PREVIOUS COUNCIL ACTION:	May 7, 2024, May 28, 2024, June 4, 2024
STATEMENT OF THE ISSUE:	City staff is submitting the Fiscal Year (FY) 2024-25 Proposed Operating Budget and the FY 2024-25 to FY 2028-29 Proposed Five-Year Capital Improvement Plan Budget to City Council for adoption.
RECOMMENDED ACTION:	ADOPT resolutions approving: (1) Fiscal Year (FY) 2024- 25 Proposed Operating Budget, and (2) FY 2024-25 to FY 2028-29 Proposed Five-Year Capital Improvement Plan Budget – City Manager’s Office/Finance Department (Shasa Curl 510-620-6512/ Nickie Mastay 510-620-6609/ Andrea Miller 510-620-6790/Mubeen Qader 510-412- 2077).

**DISCUSSION:**

**FY 2024-25 PROPOSED BUDGET**

On May 7, 2024, per Richmond Municipal Code Section 2.61.010, the City Manager submitted the first draft of the Fiscal Year (FY) 2024-25 Operating budget and the draft FY 2024-25 to FY 2028-29 Five-Year Capital Improvement Plan (CIP) budget. The General Fund operating budget was balanced with the revenues and expenditures at \$252,509,054. However, this draft budget did not include all departmental requests.

On May 28, 2024, the City staff provided an FY 2024-25 budget presentation and compiled a budget checklist of questions received from the City Council with proposed modifications to the draft budget before final approval.

On June 4, 2024, City staff responded to the checklist developed based on the City Council feedback from May 28, 2024. The City Council also provided directions to staff on the FY 2024-25 Proposed Budget. This agenda item presents a balanced General Fund budget for FY 2024-25 and requests that the City Council adopt resolutions approving (1) FY 2024-25 Proposed Operating Budget and (2) FY 2024-25 to FY 2028- 29 Proposed Five-Year Capital Improvement Plan Budget.

**GENERAL FUND**



The proposed FY 2024-25 General Fund budget in this agenda item is balanced with revenue and expenditures equal to \$248,935,372. The proposed General Fund budget presented for adoption is lower than the draft General Fund Budget presented on May 7, 2024, and May 28, 2024, by \$3,573,682. Table 1 below shows the General Fund revenue and expenditure budget presented at the various City Council meetings. Since the June 4, 2024, City Council meeting, City staff have identified revenue and expenditure adjustments with a net decrease of \$3,573,682. This revises the total General Fund revenue and expenditure budget balanced at \$248,935,372.

Table 1: FY 2024-25 Proposed General Fund Revenue and Expenditure Budget

General Fund	FY 2023-24 Revised Budget (Through March)	FY 2024-25 Proposed Budget (May 7 & 28, 2024)	FY 2024-25 Proposed Budget (June 4, 2024)	Adjust	FY 2024-25 Proposed Budget (June 18, 2024)
<b>TOTAL REVENUES</b>	(234,380,287)	(252,509,054)	(254,560,261)	5,624,889	(248,935,372)
<b>TOTAL EXPENDITURES</b>	246,295,113	252,509,054	252,509,054	(3,573,682)	248,935,372
<b>NET (-SURPLUS) + DEFICIT</b>	11,914,826	-	(2,051,207)	2,051,207	-

At the June 4, 2024, City Council meeting, City staff presented a General Fund Revenue increase of \$2,051,207. This increase stems primarily from the Successor Agency surplus payment from Contra Costa County (County) being significantly higher than originally budgeted to the updated Sales Tax forecast as provided by Avenu Insights & Analytics, the City's Sales Tax consultant.

For the adopted budget, there will need to be a decrease in the General Fund Revenue of Documentary Transfer Tax of \$5,624,889. This decrease is based on the average monthly amount collected by the County for Documentary Transfer Tax since the passage of Measure H in 2018. It excludes the sale of properties with a sale price of \$10 million or above. The City has an average of five sales per year of \$10 million or greater over the last five years, ranging from \$10 million to nearly \$150 million. However, zero transactions were over \$10 million in the first 11 months of FY 2023-24. There was one sale in June that exceeded the threshold of \$10 million. Budget estimates excluding large volatile sales provide a more likely base to budget for Documentary Transfer Tax.

The revenue adjustments mentioned above resulted in a net decrease of \$3,573,682 in General Fund revenues (Table 2).

Table 2: Proposed General Fund Revenue Adjustments

Revenue	FY 2024-25 Proposed Budget	Assumptions
<b>Revenue Budget (May 28, 2024)</b>	(252,509,054)	
<b>Increase (June 4, 2024)</b>	(2,051,207)	Revised estimates based on additional information, including a major increase in Property Tax/Successor Agency Surplus.
<b>Decrease (June 18, 2024)</b>	5,624,889	The documentary transfer tax estimate is based on the projected revenue for the current year.
<b>Revenue Budget (June 18, 2024)</b>	(248,935,372)	
<b>Net Decrease in Revenue</b>	3,573,682	

Adjustments to the FY 2024-25 General Fund expenditures are currently advised to balance the budget. The adjustments include a decrease of \$3,878,682 and an increase of \$305,000, resulting in a net decrease of \$3,573,682 in expenditures (Table 5).

Budget adjustments are anticipated to be required as Measure U payments are received, and various capital improvement project bids are finalized. Suppose the City Council would prefer other modifications to the budget that lead to a net decrease of \$3.6 million. In that case, it is appropriate for the City Council to provide direction to adopt a balanced budget on June 18,



2024. Failure to adopt the budget will lead to further delays with CIP projects and slow down positive movement, given the large volume of work that is required to be completed before the City Council recess. These initial reductions in the budget are not expected to have an impact on current service levels.

### General Fund Reductions

Since FY 2020-21, the City Council has provided policy direction that has led to a 22 percent decrease in unhoused Richmond residents and has approved \$15,250,000 in Federal, State, and City funds for unhoused residents in Richmond.

The City has expended and encumbered \$11,551,946 of these funds as of FY 2023-24. The City contribution of \$4,900,000 is needed to support the proposed acquisition of the Motel 6 for permanent supportive housing and is comprised of the Affordable Housing In-Lieu Fund of \$2,419,200, which is anticipated to be spent from years 1 – 5 (FY 2024-25 through FY 2028-29), and the remaining City contribution is anticipated to be expended in years 5 – 7 (FY 2029-30 and FY 2030-31) (Table 3 and Table 4). The HomeKey grant award announcement is expected in the coming weeks, and City staff are optimistic that Richmond is well positioned. Nonetheless, suppose the funds are not awarded to the City. In that case, staff will return to the City Council with an updated plan for City Council consideration in the fall of 2024 with the aim of continuing to increase services and housing options for unhoused Richmond residents.

Table 3: Support for Unhoused Residents in Richmond

Sources	FY 2021-22	FY 2022-23	FY 2023-24	Total Expenditure/ Encumbered
ARPA (\$50,000)(Federal)	\$0	\$50,000	\$0	\$50,000
ERF Round 1- Grant (\$4.8Million)(State)	\$6,755	\$2,547,093	\$2,245,669	\$4,799,517
Reimagining Public Safety (\$1.8Million/Year)(General Fund)	\$714,390	\$732,154	\$954,591	\$2,401,135
ERF Round 2 Grant (\$8.6Million)(State)	\$0	\$0	\$4,301,294	\$4,301,294
<b>Total</b>	<b>\$721,145</b>	<b>\$3,329,247</b>	<b>\$7,501,554</b>	<b>\$11,551,946</b>
<b>Grant Requests Pending</b>			<b>TOTAL</b>	<b>28,749,406</b>
Homekey Grant (\$14Million)(State)				14,512,660
Homekey (City Contribution) (Affordable Housing In-lieu funds)				4,900,000
ERF Round 3 Grant				9,336,746

Table 4: Support for Unhoused Residents in Richmond (Continued)

Sources	FY 2024-25	FY 2025-26	FY 2026-27
ARPA (\$50,000)(Federal)	\$0	\$0	\$0
ERF Round 1- Grant (\$4.8Million)(State)	\$0	\$0	\$0
Reimagining Public Safety (\$1.8Million/Year) (General Fund)	\$800,000	\$1,800,000	\$1,800,000
ERF Round 2 Grant (\$8.6Million)(State)	\$4,301,293	\$2,150,647	\$2,150,646
<b>Total</b>	<b>\$5,101,293</b>	<b>\$3,950,647</b>	<b>\$3,950,646</b>
<b>Grant Requests Pending</b>			
Homekey Grant (\$14Million)(State)	\$12,500,000	\$500,000	\$500,000



Homekey (City Contribution) (Affordable Housing In-lieu funds)	\$2,343,460		
ERF Round 3 Grant			

A total reduction of \$3,878,682 in the General Fund expenditure budget is provided below and includes the following:

Reimagining Public Safety, Reduction of \$1,000,000 - In June 2021, the City Council approved the recommendations of the Reimagining Public Safety Community Task Force, which included an original allocation of \$6.38 million for these four (4) interventions: YouthWORKS, Office of Neighborhood Safety, Community Crises Response Program (CCRP), and Unhoused Intervention. The FY 2024-25 proposed program budget as of June 4, 2024, was \$8,794,605. Since the City has secured several federal and state grants to support the services for the unhoused and continues to explore additional funding, the proposed reduction is not expected to significantly reduce Citywide positive momentum, especially since the Community Crisis Response Program is taking shape and beginning to provide direct services to residents that include the unhoused.

Table 5: Reimagining Public Safety Budget

Reimagining Public Safety Intervention	FY 2024-25 (June 4, 2024)	FY 2024-25 (June 18, 2024)
Unhoused Intervention	1,800,000	800,000
Community Crises Response	2,905,751	2,905,751
Office of Neighborhood Safety	2,108,854	2,108,854
Youth Works	1,980,000	1,980,000
<b>Total</b>	<b>8,794,605</b>	<b>7,794,605</b>

- Equipment Replacement, Reduction of \$1,300,000 – As of June 4, 2024, the FY 2024-25 total proposed budget was \$7,185,000 for Equipment Replacement. The budget included a \$387,755 carry forward from FY 2023-24 and \$6,797,245 proposed for FY 2024-25 to purchase additional replacement equipment. City staff recommends delaying certain purchases to later in FY 2024-25 and/or FY 2025-26 pending additional revenues from Measure U or other sources. The new proposed budget for Equipment Replacement on June 18, 2024, is \$5,497,245. This will also allow Public Works to develop an updated Equipment and Vehicle Replacement Policy that includes electric vehicles.

Table 6: Deferred Equipment List to FY 2025-26

Program	Vehicle	Quantity	Cost
Fire	Gladiator Pumper	1	1,300,000
	<b>Total</b>		<b>1,300,000</b>

- Paving, Reduction of \$650,000 – As of June 4, 2024, the Proposed Budget included an additional General Fund appropriation for \$4,732,000, and the Proposed Budget on June 18, 2024, includes a total General Fund allocation of \$4,082,000. The total Paving budget for FY 2024-25, including Gas Tax, General Capital, and the General Fund is \$7,682,467.
- Outside Counsel Budget Reduction of \$928,682—The City has recently filled key attorney positions, and the staff attorneys are expected to handle a significant amount of legal analysis and litigation work, resulting in lower costs for outside counsel.

### General Fund Additions

The following additions to the General Fund budget are based on City Council priorities and guidance: a total of \$305,000 for additional City Council requests as the City Council deems appropriate.

- Mobile Vendor Program: \$100,000
- Council Chamber Art Installations: \$5,000
- Sea Level Rise Consultant Costs: \$200,000



Table 7: Proposed General Fund Expenditure Adjustments

Reductions	Amount
Re-Imagining Public Safety Budget	(1,000,000)
Equipment Replacement	(1,300,000)
Paving	(650,000)
Outside Counsel Budget	(928,682)
<b>Total Reductions</b>	<b>(3,878,682)</b>
Additions	Amount
Mobile Vendor Program	100,000
City Council Chamber Art Installations	5,000
Sea Level Rise Consultant	200,000
<b>Total Additions</b>	<b>305,000</b>
<b>Net Decrease in Expenditures</b>	<b>(3,573,682)</b>

**General Fund Summary**

As a recap, the Tables below reflect proposed FY 2024-25 General Fund Revenue and Expenditures budget with changes from May 28, June 4, and June 18.

Table 8: General Fund Revenue Budget by Character

GENERAL FUND	FY2023-24 REVISED BUDGET (March 2024)	FY2024-25 PROPOSED BUDGET (May 7 & 28, 2024)	FY2024-25 PROPOSED BUDGET (June 4,2024)	FY2024-25 PROPOSED BUDGET (June 18,2024)
PROPERTY TAXES	(52,181,354)	(55,866,944)	(57,597,487)	(57,597,487)
SALES & USE TAX	(57,897,341)	(61,366,250)	(60,456,550)	(60,456,550)
UTILITY USERS TAX	(57,938,011)	(62,092,359)	(62,092,359)	(62,092,359)
OTHER TAXES	(24,144,377)	(27,799,882)	(29,030,246)	(23,405,397)
LICENSES, PERMITS & FEES	(15,779,175)	(16,252,810)	(16,252,810)	(16,252,770)
FINES & FORFEITURES	(151,438)	(176,438)	(176,438)	(176,438)
USE OF MONEY & PROPRTY	(1,796,421)	(1,796,421)	(1,796,421)	(1,796,421)
CHARGES FOR SERVICES	(2,536,992)	(3,255,703)	(3,255,703)	(3,255,703)
OTHER REVENUE	(238,480)	(142,830)	(142,830)	(142,830)
RENTAL INCOME	(777,028)	(777,478)	(777,478)	(777,478)
INTERGOV STATE TAXES	(125,000)	(125,000)	(125,000)	(125,000)
INTERGOV STATE GRANT	(183,911)	(130,000)	(130,000)	(130,000)
INTERGOV OTHER GRANT	(280,000)	(250,000)	(250,000)	(250,000)
PROC FR SLE PROP	-	(15,000)	(15,000)	(15,000)
LOAN/BOND PROCEEDS	(40,400)	(40,400)	(40,400)	(40,400)
OPER XFERS IN	(20,310,358)	(22,421,539)	(22,421,539)	(22,421,539)
<b>TOTAL GENERAL FUND</b>	<b>(234,380,287)</b>	<b>(252,509,054)</b>	<b>(254,560,261)</b>	<b>(248,935,372)</b>



Figure 1: General Fund Revenue Proposed Budget FY 2024-25

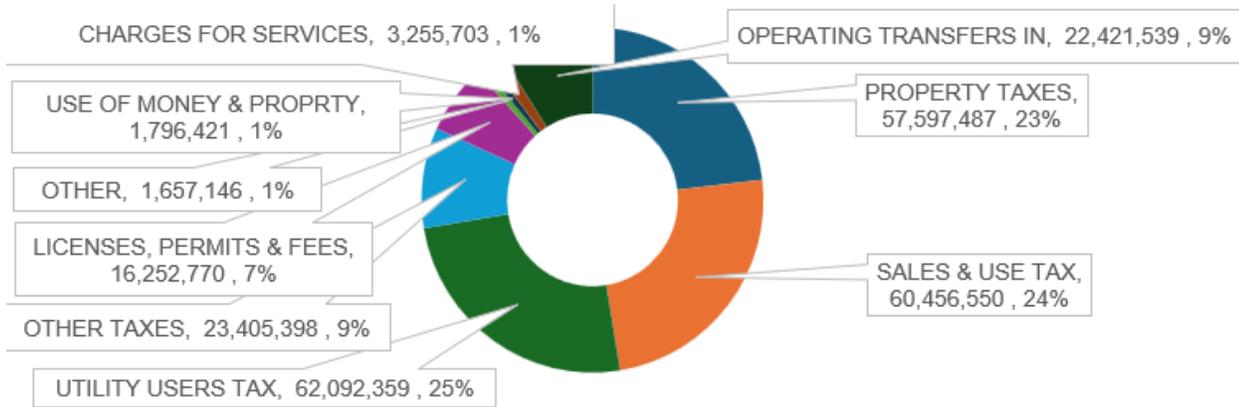


Table 9: General Fund Expenditures Budget by Character

GENERAL FUND	FY2023-24 REVISED BUDGET (March 2024)	FY2024-25 PROPOSED BUDGET (May 7 & 28,2024)	FY2024-25 PROPOSED BUDGET (June 4,2024)	FY2024-25 PROPOSED BUDGET (June 18,2024)
SALARIES AND WAGES	85,847,575	95,236,672	95,236,672	95,236,672
PYROLLFRINGE BENEFIT	65,538,296	70,666,261	70,666,261	70,666,262
PROF & ADMIN	21,688,714	21,301,798	21,301,798	20,378,340
OTHER OPERATING	8,963,844	8,762,886	8,762,886	8,862,886
UTILITIES	5,690,630	5,594,204	5,594,204	5,594,204
EQPT & CONTRACT SVCS	5,946,835	4,315,665	4,315,665	4,315,665
PROVISN FOR INS LOSS	34,200	35,500	35,500	35,500
COST POOL	21,593,734	24,700,598	24,700,598	23,400,598
ASSET/CAPITAL OUTLAY	2,817,457	2,502,328	2,502,328	2,502,328
DEBT SVC EXPENDITURE	841,353	850,905	850,905	850,905
A87 COST PLAN REIMBS	(3,514,373)	(3,514,373)	(3,514,373)	(3,514,373)
GRANT EXPENDITURES	98,723	49,013	49,013	49,013
OPER XFERS OUT	30,748,126	22,007,597	22,007,597	20,557,373
<b>TOTAL EXPENDITURES</b>	<b>246,295,113</b>	<b>252,509,054</b>	<b>252,509,054</b>	<b>248,935,372</b>

**Position Control Changes**

The Proposed FY 2024-25 Operating Budget includes 771 Full-Time Equivalent (FTE) positions, a net of one additional FTE. This represents an increase of 38 FTEs, a 5 percent increase from FY 2022-23, and an increase of 64 FTE, a 9 percent increase from FY 2021-22. The reallocation of existing positions is required to provide additional resources in the Department of Public Works and to try to provide needed modifications for other departments. The position reallocations will result in a net of four (4) FTE increases for the Public Works Department. The City Manager’s Office, the Police Department, and the Finance department are collectively losing 3 FTEs. The department’s totals are reflected in Table 10 below. Table 11 reflects the complete list of reallocations in each department.

Table 10: Position Reallocations by Department

Department -Original	FTE	Department -After Reallocation	FTE
CITY MANAGER'S OFFICE	1	COMMUNITY SERVICES - ADMIN	1
COMMUNITY SERVICES - RECREATION	2	COMMUNITY SERVICES - ONS	1
COMMUNITY DEVELOPMENT	1	COMMUNITY DEVELOPMENT	1
FINANCE	3	FINANCE	2



HUMAN RESOURCES	1	HUMAN RESOURCES	1
POLICE	2	POLICE	1
PORT	1	PORT	1
PUBLIC WORKS - PARKS	1	PUBLIC WORKS - PARKS	3
PUBLIC WORKS - ENGINEERING	1	PUBLIC WORKS - ENGINEERING	1
PUBLIC WORKS - TRAFFIC	1	PUBLIC WORKS - TRAFFIC	1
		PUBLIC WORKS - TBD	2
<b>TOTAL</b>	<b>14</b>		<b>15</b>

Table 11: Proposed Position Control Reallocations by Department & Union

ORIGINATING DEPARTMENT	REALLOCATED POSITION	UNION	NEW DEPARTMENT	NEW POSITION	UNION
CITY MANAGER'S OFFICE	MANAGEMENT ANALYST	MID MGMT	PUBLIC WORKS	GROUNDSKEEPER	SEIU
			PUBLIC WORKS	GROUNDSKEEPER	SEIU
FINANCE	ACCOUNTANT I/II	SEIU	PUBLIC WORKS	MAINTENANCE LEADWORKER	SEIU
COMMUNITY SERVICES - RECREATION	ASSOCIATE ADMIN ANALYST	MID MGMT	COMMUNITY SERVICES - ADMIN	ASSOCIATE MANAGEMENT ANALYST	MID MGMT
FINANCE	PROJECT MANAGER	EXECUTIVE	FINANCE	ACCOUNTING/FINANCE MANAGER	MID MGMT
FINANCE	BUDGET ANALYST I/II	MID MGMT	FINANCE	ACCOUNTING/FINANCE MANAGER	MID MGMT
HUMAN RESOURCES	HUMAN RESOURCES MANAGER	MID MGMT	HUMAN RESOURCES	HUMAN RESOURCES ANALYST - PRINCIPAL	MID MGMT
POLICE	COMMUNITY SVCS OFFICER	SEIU	PUBLIC WORKS	PW TBD	TBD
POLICE	COMMUNITY SVCS OFFICER	SEIU	POLICE	ADMINISTRATIVE ASSISTANT	SEIU
PORT	PORT MARKETING AND OPERATIONS MANAGER	MID MGMT	PORT	CIP MANAGER	MID MGMT
PUBLIC WORKS - ADMIN	ADMINSTRATIVE ASSISTANT	SEIU	PUBLIC WORKS	PW TBD	TBD
PUBLIC WORKS - ADMIN	OFFICE ASSISTANT	SEIU	PUBLIC WORKS - ENGINEERING	PERMIT TECHNICIAN I/II	SEIU
COMMUNITY DEVELOPMENT	PERMIT TECHNICIAN I/II	SEIU	COMMUNITY DEVELOPMENT	SENIOR PERMIT TECHNICIAN	SEIU
PUBLIC WORKS - ENGINEERING	ASSOCIATE CIVIL ENGINEER	MID MGMT	PUBLIC WORKS - ENGINEERING	JR/ASSISTANT CIVIL ENGINEER	MID MGMT
COMMUNITY SERVICES - RECREATION	ADMINSTRATIVE ASSISTANT (TEMP)	SEIU	COMMUNITY SERVICES - ONS	NEIGHBORHOOD CHANGE AGENT (TEMP)	SEIU
<b>UNION</b>	<b>REALLOCATED</b>		<b>NEW</b>		
LOCAL 21 EXECUTIVE	1		0		
LOCAL 21 MID-MANAGEMENT	6		6		



SEIU 1021 GENERAL EMPLOYEES	7		7		
UNKNOWN/TBD	0		2		
<b>TOTAL</b>	<b>14</b>		<b>15</b>		

**NON-GENERAL FUNDS**

**Non-General Fund Revenue and Expenditures**

The total proposed revenue budget for the Non-General Fund is \$254,008,291, and the proposed expenditure budget is \$332,078,233. Attachment 4—Fiscal Year 2024-25 Comprehensive Budget by Fund provides a detailed budget for each fund.

Table 12: Non-General Fund Proposed Revenue Budget FY 2024-25

	FY 2023-24 REVISED BUDGET (March 2024)	FY 2024-25 PROPOSED BUDGET (May 28,2024)	FY 2024-25 PROPOSED BUDGET (June 4,2024)	FY 2024-25 PROPOSED BUDGET (June 18,2024)
TOTAL CAPITAL PROJECT FUNDS	(73,958,041)	(60,412,237)	(64,512,237)	(63,990,718)
TOTAL DEBT SERVICE FUNDS	(19,551,216)	(16,161,500)	(16,161,500)	(16,161,500)
TOTAL ENTERPRISE FUNDS	(41,493,141)	(39,394,502)	(39,394,502)	(39,394,502)
TOTAL HOUSING AUTHORITY FUNDS	(5,549,921)	(4,676,806)	(4,676,806)	(4,676,806)
TOTAL HOUSING FUNDS	(1,911,772)	(2,702,120)	(2,702,120)	(2,702,120)
TOTAL INTERNAL SERVICES FUNDS	(30,919,340)	(38,150,187)	(38,150,187)	(36,850,188)
TOTAL OTHER OPERATING FUNDS	(35,280,981)	(28,324,024)	(28,324,024)	(27,524,024)
TOTAL SPECIAL REVENUE FUNDS	(96,056,935)	(62,629,383)	(62,708,434)	(62,708,434)
<b>GRAND TOTAL – NON-GENERAL FUND REVENUES</b>	<b>(304,721,347)</b>	<b>(252,450,759)</b>	<b>(256,629,810)</b>	<b>(254,008,291)</b>

Table 13: Non-General Fund Proposed Expenditure Budget FY 2024-25

	FY 2023-24 REVISED BUDGET (March 2024)	FY 2024-25 PROPOSED BUDGET (May 28,2024)	FY 2024-25 PROPOSED BUDGET (June 4,2024)	FY 2024-25 PROPOSED BUDGET (June 18,2024)
TOTAL CAPITAL PROJECT FUNDS	111,302,273	64,404,091	68,504,091	69,582,572
TOTAL DEBT SERVICE FUNDS	19,174,878	16,261,836	16,261,836	16,261,836
TOTAL ENTERPRISE FUNDS	100,777,213	73,915,051	73,915,051	73,915,051
TOTAL HOUSING AUTHORITY FUNDS	5,763,509	4,685,856	4,685,856	4,685,856
TOTAL HOUSING FUNDS	6,249,305	5,821,825	5,821,825	5,821,825
TOTAL INTERNAL SERVICES FUNDS	42,753,440	38,736,426	44,036,426	42,736,426
TOTAL OTHER OPERATING FUNDS	40,221,190	30,827,007	30,827,007	30,507,007
TOTAL SPECIAL REVENUE FUNDS	128,898,804	84,812,620	84,968,418	88,567,660
<b>GRAND TOTAL – NON-GENERAL FUND EXPENDITURES</b>	<b>455,140,613</b>	<b>319,464,711</b>	<b>329,020,509</b>	<b>332,078,233</b>



## Traffic Calming

Based on the City Council's direction, \$1,600,000 is provided for the City's Traffic Calming Program in Measure J funds. FY 2024-25 Proposed Budget totals \$3,218,752. This includes a carryforward amount of \$1,618,752 from FY 2023-24.

## FY 2023-24 Unspent Funds

City staff provides Quarterly Budget Review updates to the City Council, with the last such update provided to the City Council on May 28, 2024, for FY 2023-24 Quarter 3 (Q3). The Q3 Budget Review covered the FY 2023-24 periods from July 1, 2023, through March 31, 2024.

City staff cannot accurately anticipate the estimated unspent funds for FY 2023-24 at this juncture. The fiscal year is open, and many revenue and expenditure transactions are still in progress and not posted to the City's financial system.

The City is experiencing a significant reduction in Documentary Transfer Tax revenue actuals versus budget for the first 11 months of the year, which will impact potential unspent funds remaining at the end of the fiscal year. In addition, there is a 60-day period after the end of the fiscal year to process invoices for goods received and services provided on or before June 30, 2024 against the FY 2023-24 budget.

City staff will better assess anticipated unspent funds after the close of the fiscal year with the FY 2023-24 Q4 Budget Review in October 2024. Table 14 below lists the line items that the City Council may want to prioritize when the unspent funds estimates are available by the end of this calendar year. Furthermore, as additional grant funding and project bids are received, this list should be updated based on available funds, grants, ARPA, City Council priority, and City Council policy direction.

Table 14: FY 2023-24 Proposed Unspent Funds Expenditures for Council Consideration

No.	Description	Amount
	Total Available Unspent Funds	(TBD)
1	Required Contribution to Maintain Reserve at 21%	\$5.7 Million
2	Other Post Employment Benefits – Trust 115 Contribution	10%
3	CalPERS Pension Trust 115 Contribution	10%
4	Booker T. Anderson Community Center Exterior Improvements	TBD
5	Main Library Renovation Project Additional Funding	\$4.1 Million
6	Boorman Park	\$1.9 Million
7	Fire Apparatus	\$1.3 Million
8	Facilities Needs Assessment	\$500 Thousand
9	Point Molate Bay Trail Erosion	\$3.0 Million
10	Citywide Historic Preservation	TBD
11	Dog Park Assessment	TBD
12	Mobile Vendor Program	\$100 Thousand
13	Point Richmond Street Safety Improvements	TBD
14	Carlson Ave Traffic Calming	TBD
15	Canal Boulevard Gates	\$65 Thousand

## NEXT STEPS

City staff recommends ADOPTING resolutions approving (1) Fiscal Year (FY) 2024-25 Proposed Operating Budget, and (2) FY 2024-25 to FY 2028-29 Proposed Five-Year Capital Improvement Plan Budget.



## City of Richmond, California

The City of Richmond is located in the nine-county San Francisco Bay Area in West Contra Costa County. Major nearby Bay Area cities and employment centers include: the City of Oakland, 9 miles south; the City of San Francisco, 17 miles west; and the City of San Jose, 50 miles south. Richmond's land mass forms a promontory that stretches into the San Francisco and San Pablo bays. This shoreline defines a significant portion of the City's borders to the north, west and south. Neighboring San Francisco and Marin County provide attractive backdrops from Richmond across the Bay. The cities of El Cerrito, San Pablo and Pinole as well as unincorporated areas of Contra Costa County border Richmond to the north and east; and the Berkeley Hills, San Pablo and Sobrante ridges frame the eastern edge of the City.

Richmond is known for its unique history and role in the World War II home front effort. Richmond is home to the Rosie the Riveter/World War II Home Front National Historical Park. Between 1940 and 1945 tens-of-thousands of workers from all over the country streamed into the City to support wartime industries. The City was home to four Kaiser shipyards which housed the most productive wartime shipbuilding operations of World War II, launching 747 ships during the war. The City was also home to approximately five war-related industries - more than any other city of its size in the United States.

Today, the City is an important oil refining, industrial, commercial, transportation, shipping and government center. Active redevelopment projects in the downtown and waterfront areas and commercial expansion in the City's Hilltop area, along the Interstate 80 and Interstate 580 corridors, and along the Richmond Parkway have added to the tax base of the City in recent years.

### Top 25 Largest Sales Tax Generators for FY 2023-2024, in alphabetical order

99 RANCH MARKET	HPC INDUSTRIAL SERVICES LLC
AAK USA RICHMOND CORP	MC MP FORD POINT REALTY LLC
BP PRODUCTS NORTH AMERICA INC	MOXION POWER CO
COSTCO WHOLESALE CORPORATION	POINT RICHMOND R&D ASSOCIATES
DEL MONTE CAPITOL MEAT, LLC	SANGAMO BIOSCIENCES, INC.
ENGIE SERVICES U.S. INC.	SCG MARINA BAY BUSINESS CTR, LLC
ESSEX PRTY TST/SAN MARCOS APTS	TARGET STORE T-1507
FORDE, W.R. ASSOCIATES	THE HOME DEPOT #643
GALAXY DESSERTS	THE PERMANENTE MEDICAL GROUP
HANLEES HILLTOP HYUNDAI/GENESIS OF RICHMOND	TPMG REGIONAL LABORATORY
HANLEES HILLTOP TOYOTA	WALMART INC. #3455
HILLTOP CHRYSLER JEEP DODGE RAM	ZYGO CORPORATION
HILLTOP FORD KIA	



# Population Overview



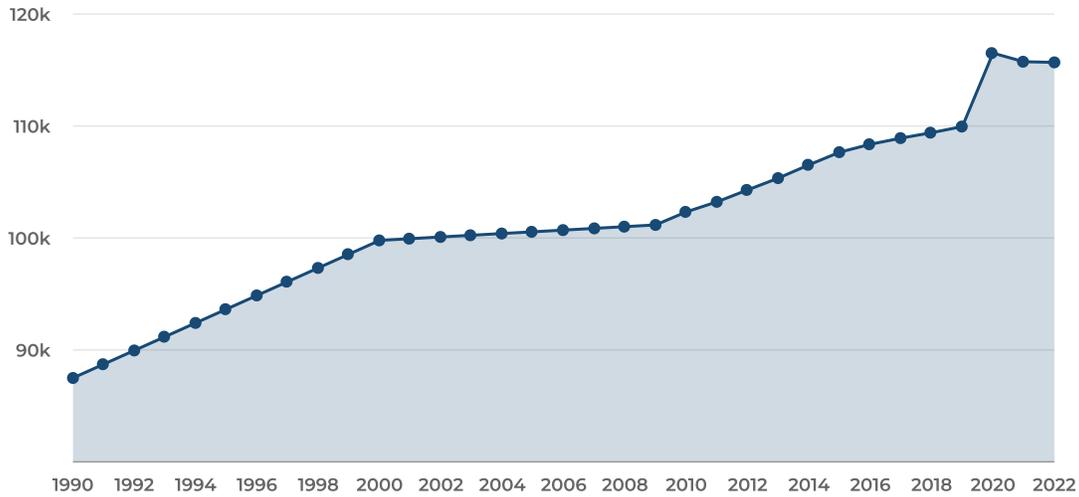
TOTAL POPULATION

**115,619**

▼ **.05%**  
vs. 2021

GROWTH RANK

**199** out of **499**  
Municipalities in California



\* Data Source: U.S. Census Bureau American Community Survey 5-year Data and the 2020, 2010, 2000, and 1990 Decennial Censuses



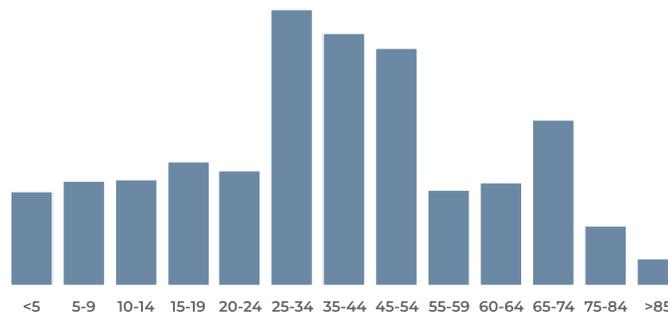
DAYTIME POPULATION

**106,450**

Daytime population represents the effect of persons coming into or leaving a community for work, entertainment, shopping, etc. during the typical workday. An increased daytime population puts greater demand on host community services which directly impacts operational costs.

\* Data Source: American Community Survey 5-year estimates

## POPULATION BY AGE GROUP



Aging affects the needs and lifestyle choices of residents. Municipalities must adjust and plan services accordingly.

\* Data Source: American Community Survey 5-year estimates

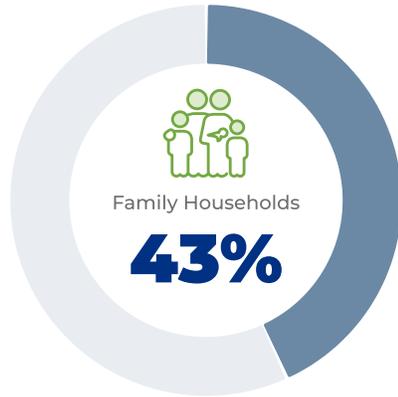


# Household Analysis

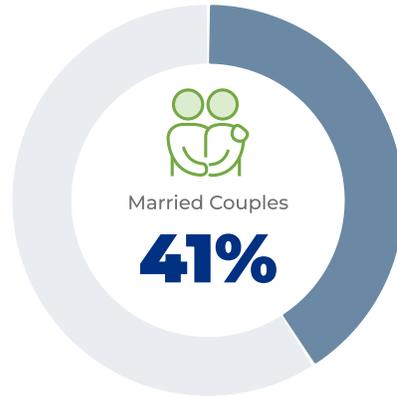
TOTAL HOUSEHOLDS

# 39,618

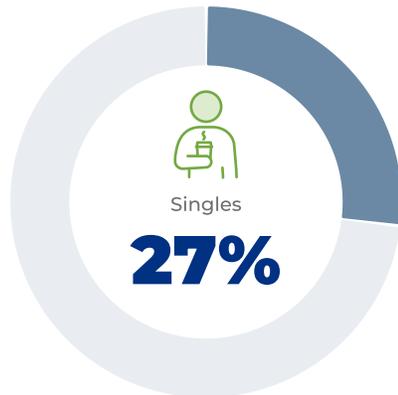
Municipalities must consider the dynamics of household types to plan for and provide services effectively. Household type also has a general correlation to income levels which affect the municipal tax base.



▼ **12%**  
lower than state average



▼ **18%**  
lower than state average



▲ **12%**  
higher than state average



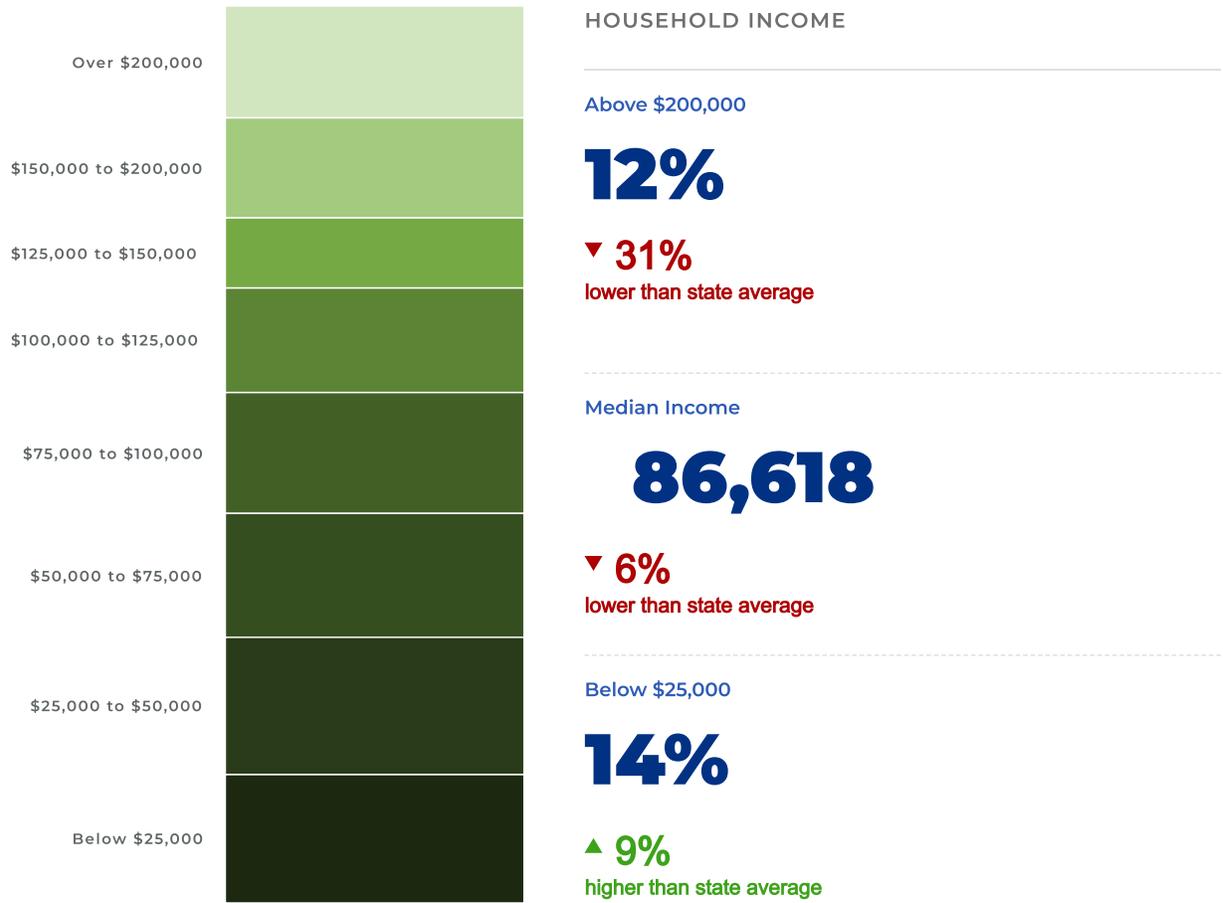
▲ **12%**  
higher than state average

*\* Data Source: American Community Survey 5-year estimates*



# Economic Analysis

Household income is a key data point in evaluating a community's wealth and spending power. Pay levels and earnings typically vary by geographic regions and should be looked at in context of the overall cost of living.



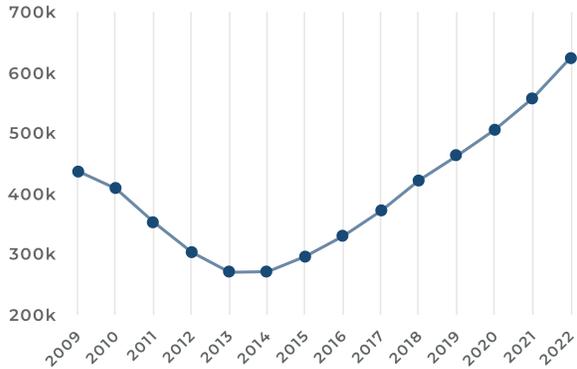
\* Data Source: American Community Survey 5-year estimates



# Housing Overview



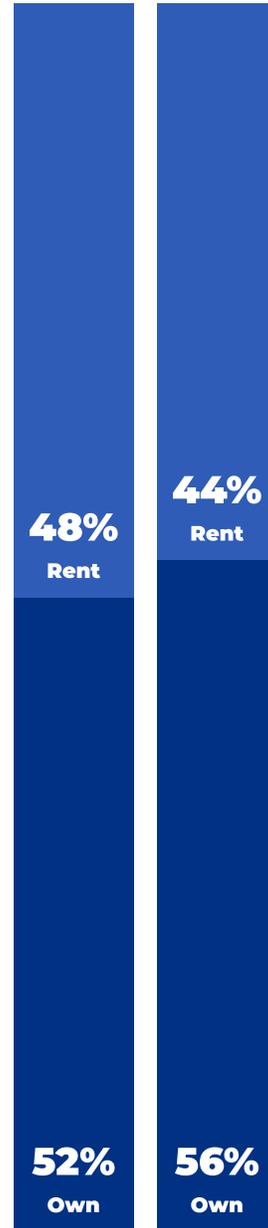
2022 MEDIAN HOME VALUE  
**\$624,800**



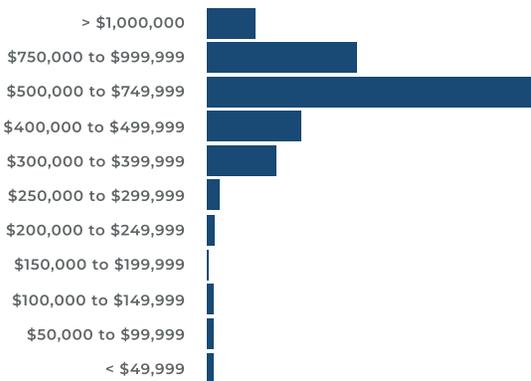
\* Data Source: 2022 US Census Bureau (<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.

## HOME OWNERS VS RENTERS

Richmond State Avg.



## HOME VALUE DISTRIBUTION

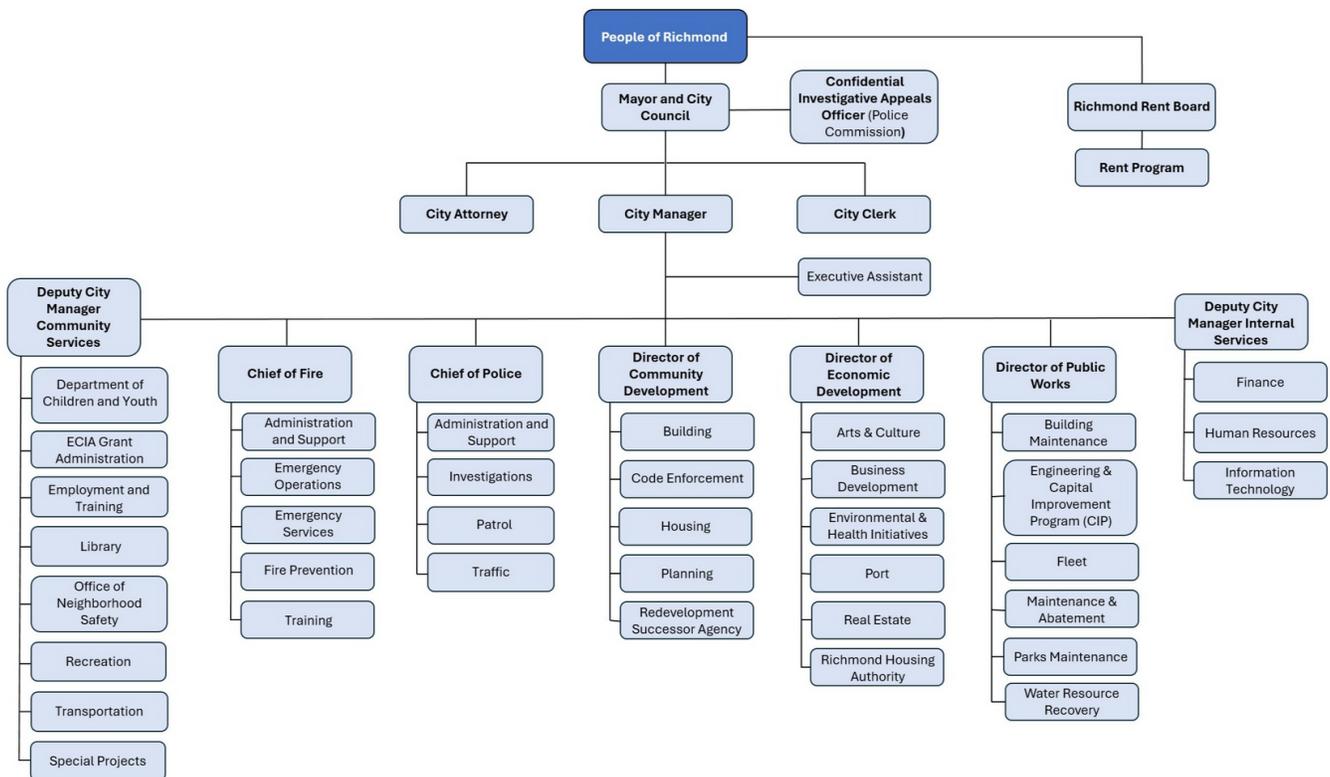
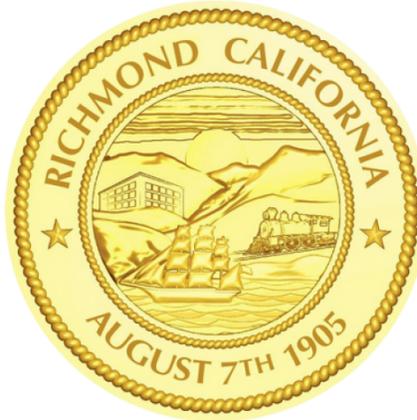


\* Data Source: 2022 US Census Bureau (<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.

\* Data Source: 2022 US Census Bureau (<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.



# Organization Chart



# Budget Timeline



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# FUND SUMMARIES

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	Gas Tax	RMRA SB1	Engineering Grants	Capital Outlay Fund	Measure C/J	Improvements Total
FUND	1002	1019	1054	2001	2002	
<b>Estimated Beginning Balance 07/01/2024</b>	1,959,007	4,356,781	(1,158,579)	29,037,531	2,457,881	<b>36,652,621</b>
<b>Revenues</b>						
Federal Grant Revenue			3,815,000			3,815,000
Other Grant Revenue			100,000		1,527,861	1,627,861
State and Local Taxes	3,173,758	2,966,001				6,139,759
State Grant Revenue			19,120,726			19,120,726
<b>Total Revenues</b>	<b>3,173,758</b>	<b>2,966,001</b>	<b>23,035,726</b>	<b>-</b>	<b>1,527,861</b>	<b>30,703,346</b>
<b>Expenditures</b>						
<b>Public Works Department</b>						
13TH STREET COMPLETE		450,000	2,821,000	82,951		3,353,951
2024 PAVEMENT PREVENTIVE MAINTENANCE		2,516,001				2,516,001
37TH STREET IMPROVEMENT				38,100		38,100
AMERICANS WITH DISABILITIES ACT (ADA)						
MISCELLANEOUS SIDEWALK REPAIRS				803,421		803,421
ATP QUICK BUILD - CUTTING/HOFFMAN			27,686	101,901		129,587
BARRETT AVENUE IMPROVEMENT			251,280	27,920		279,200
BAYVIEW TO BART				270,000		270,000
BOORMAN PARK REVITALIZATION			3,550,461	2,799,776		6,350,237
BRIDGE PREVENTIVE MAINTENANCE				29,310		29,310
CARLSON BLVD. CROSSTOWN CONNECTIONS AND IMPROVEMENTS - PHASE II		2,864,927		1,208,045		4,072,972
CIVIC CENTER PLAZA LANDSCAPING				200,000		200,000
CORPORATION YARD BATHROOM REMODEL				12,435		12,435
CORPARATION YARD FENCE				37,500		37,500
CORPORATION YARD FUEL SITE UPGRADES				101,610		101,610
CUTTING CARLSON BLVD. SECTION 130			458,000			458,000
DORNAN TUNNEL LIGHTING				31,419		31,419
FIRE STATION 63 IMPROVEMENTS				291,000		291,000
FIRE STATION 66 - GENDER SPECIFIC RESTROOM				780,052		780,052
GREENING THE YELLOW BRICK ROAD			265,198			265,198
GREENWAY REHAB AND BIKE EDUCATION			5,000	25,000		30,000
HARBOUR 8 PARK EXPANSION			268,741	300,000		568,741
HARBOUR WAY & WRIGHT SECTION 130			938,286			938,286
I-80 CENTRAL INTERCHANGE PHASE II			3,994,490		180,000	4,174,490
LINCOLN SAFE ROUTE TO SCHOOLS				112,189		112,189
MCBRYDE SAFE ROUTES TO PARKS				260,000		260,000
MCDONALD AVENUE PEDESTRIAN CROSSING			34,560	28,880		63,440
METROWALK TRANSIT VILLAGE				38,100		38,100
NATIVE AMERICAN HEALTH CENTER				50,000		50,000
POST ENCAMPMENT CLEAN-UP MATERIALS				75,000		75,000
PT. MOLATE				16,898		16,898
RICHMOND ART & LIGHT			3,204,474			3,204,474
RICHMOND COMMUNITIES CLEAN COLLOBORATIVE				1,326,950		1,326,950
S.F. BAY TRAIL PT. MOLATE				2,043,548		2,043,548
STREET PAVING	3,169,598			4,388,869		7,558,467
STREET PAVING - SB1 - CUTTING/HARBOUR WAY S. BIKEWAY		40,917				40,917
STREET SWEEPING SIGNS INSTALLATION				550,000		550,000
SURFACE DRAINAGE					300,000	300,000
THERMOPLASTIC EQUIPMENT	124,000					124,000
TRAFFIC CALMING PROGRAM				1,351,472	1,867,280	3,218,752
TRAFFIC SAFETY IMPROVEMENT					375,000	375,000
TRAFFIC SIGNAL IMPROVEMENT 6TH & MACDONALD				49,213		49,213
VIA VERDI MITIGATION				4,500,000		4,500,000
YELLOW BRICK ROAD				198,061		198,061



	Gas Tax	RMRA SB1	Engineering Grants	Capital Outlay Fund	Measure C/J	Improvements Total
FUND	1002	1019	1054	2001	2002	
YELLOW BRICK R CLEAN, GREEN AND BEAUTIFU; Non-Capital - Other	4,160		1,304,661	30,000	200,000	1,334,661 204,160
<b>Sub-Total - Public Works Department</b>	<b>3,297,758</b>	<b>5,871,845</b>	<b>17,123,837</b>	<b>22,159,620</b>	<b>2,922,280</b>	<b>51,375,340</b>
<b>Public Works Department - Water Resource Recovery - Stormwater</b>						
RHEEM CREAKK FLOOD RISK REDUCTION				24,195		24,195
<b>Sub-Total - Public Works Department - Water Resource Recovery - Stormwater</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>24,195</b>	<b>-</b>	<b>24,195</b>
<b>Community Services</b>						
NEVIN CENTER HVAC				52,750		52,750
RECREATION CENTER HVAC				36,775		36,775
<b>Sub-Total - Community Services Department</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>89,525</b>	<b>-</b>	<b>89,525</b>
<b>Information Technology</b>						
AUDIO VIDEO EQUIPMENT				38,170		38,170
IT FIRE EOC EQUIPMENT				147,869		147,869
NETWORK REFRESH				255,055		255,055
<b>Sub-Total - Information Technology</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>441,094</b>	<b>-</b>	<b>441,094</b>
<b>Police Department</b>						
CORP YARD SECURITY CAMERAS				37,500		37,500
<b>Sub-Total - Police Department</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>37,500</b>	<b>-</b>	<b>37,500</b>
<b>Economic Development</b>						
TERMINAL 4 WHARF REMOVAL				760,000		760,000
<b>Sub-Total - Economic Development</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>760,000</b>	<b>-</b>	<b>760,000</b>
<b>Total Expenditures</b>	<b>3,297,758</b>	<b>5,871,845</b>	<b>17,123,837</b>	<b>23,511,934</b>	<b>2,922,280</b>	<b>52,727,654</b>
<b>Transfers in from:</b>						
Total transfers in	-	-	-	8,182,000	-	8,182,000
<b>Transfers out to:</b>						
Total transfers out	-	-	-	-	-	-
<b>Net transfers in/out</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,182,000</b>	<b>-</b>	<b>8,182,000</b>
<b>Net Surplus/Deficit</b>	<b>(124,000)</b>	<b>(2,905,844)</b>	<b>5,911,889</b>	<b>(15,329,934)</b>	<b>(1,394,419)</b>	<b>(13,842,308)</b>
<b>Projected Ending Balance 6/30/2025</b>	<b>1,835,007</b>	<b>1,450,937</b>	<b>4,753,310</b>	<b>13,707,597</b>	<b>1,063,462</b>	<b>22,810,313</b>



	Asset Seizure	Outside Grants	Police Impact Fee	Fire Impact Fee	Improvements Total
FUND	1004	1006	2114	2113	
<b>Estimated Beginning Balance 07/01/2024</b>	257,628	(16,098,944)	581,848	43,644	<b>(15,215,824)</b>
<b>Revenues</b>					
Other Grant Revenue		340,915			340,915
State and Local Taxes		24,635,751			24,635,751
<b>Total Revenues</b>	-	<b>24,976,666</b>	-	-	<b>24,976,666</b>
<b>Expenditures</b>					
<b>Police Department</b>					
Non-Capital - Other	170,000	154,848			324,848
<b>Sub-total Police Department</b>	<b>170,000</b>	<b>154,848</b>	-	-	<b>324,848</b>
<b>Fire Department</b>					
Non-Capital - Other		154,848		235,000	389,848
<b>Sub-total Fire Department</b>	-	<b>154,848</b>	-	<b>235,000</b>	<b>389,848</b>
<b>ONS Department</b>					
Non-Capital - Other		4,710,716			4,710,716
<b>Sub-total ONS Department</b>	-	<b>4,710,716</b>	-	-	<b>4,710,716</b>
<b>Public Works Department</b>					
DIRT WORLD BIKE PARK REVITALIZATION		64,444			64,444
RICHMOND COMMUNITIES CLEAN COLLABORATIVE		3,717,339			3,717,339
<b>Sub-total Public Works Department</b>	-	<b>3,781,783</b>	-	-	<b>3,781,783</b>
<b>Community Services Department</b>					
SHIELDS-REID COMMUNITY PARK REVITALIZATION		1,979,144			1,979,144
Non-Capital - Other		294,740			294,740
<b>Sub-total Community Services</b>	-	<b>2,273,884</b>	-	-	<b>2,273,884</b>
<b>Economic Development Department</b>					
TERMINAL 4 WHARF REMOVAL		1,541,853			1,541,853
Non-Capital - Other		108,771			108,771
<b>Sub-total Economic Development</b>	-	<b>1,650,624</b>	-	-	<b>1,650,624</b>
<b>Transportation Department</b>					
Non-Capital - Other		1,371,296			1,371,296
<b>Sub-total - Transportation</b>		<b>1,371,296</b>	-	-	<b>1,371,296</b>
<b>Total Expenditures</b>	<b>170,000</b>	<b>13,943,150</b>	-	-	<b>14,113,150</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>(170,000)</b>	<b>11,033,516</b>	-	-	<b>10,863,516</b>
<b>Projected Ending Balance 6/30/2025</b>	<b>87,628</b>	<b>(5,065,428)</b>	<b>581,848</b>	<b>43,644</b>	<b>(4,352,308)</b>



		Traffic Impact Fee	Facility Open Space Impact Fee	Library Impact Fee	Storm Drainage Impact Fee	Wastewater Impact Fee	Improvements Total
	FUND	2111	2116	2117	2119	2120	
<b>Estimated Beginning Balance 07/01/2024</b>		1,650,405	3,422,662	1,900,134	1,108,254	1,804,895	<b>9,886,350</b>
<b>Revenues</b>							
Fees							-
<b>Total Revenues</b>		-	-	-	-	-	-
<b>Expenditures</b>							
<b>Public Works Department</b>							
PT MOLATE BAY TRAIL			500,000				500,000
<b>Sub-total Public Works Department</b>		-	<b>500,000</b>	-	-	-	<b>500,000</b>
<b>Library &amp; Cultural Services Department</b>							
LIBRARY - ENCLOSE COURTYAR NEXT TO CHILDRENS ROOM				382,000			382,000
LIBRARY - CAP OUTLAY/AUTO EQUIPMENT >5,000 (NEW DELIVERY VAN)				74,874			74,874
LIBRARY - CAP OUTLAY/AUTO EQUIPMENT >5,000 (NEW BOOKMOBILE)				70,000			70,000
RICHMOND MAIN LIBRARY REMODEL				1,064,188			1,064,188
Non-Capital - Other				207,000			207,000
<b>Sub-total - Library &amp; Cultural Services</b>		-	-	<b>1,798,062</b>	-	-	<b>1,798,062</b>
<b>Public Works - Wastewater</b>							
MANHOLE REHABILITATION						250,000	250,000
<b>Sub-total - Public Works Wastewater</b>						<b>250,000</b>	<b>250,000</b>
<b>Total Expenditures</b>		-	<b>500,000</b>	<b>1,798,062</b>	-	<b>250,000</b>	<b>2,548,062</b>
<b>Transfers out to:</b>							
Total transfers out		-		-	-	-	-
<b>Net transfers in/out</b>		-		-			-
<b>Net Surplus/Deficit</b>		<b>(508,000)</b>	<b>(500,000)</b>	<b>(1,798,062)</b>	-	<b>(250,000)</b>	<b>(2,548,062)</b>
<b>Projected Ending Balance 6/30/2025</b>		<b>1,142,405</b>	<b>2,922,662</b>	<b>102,072</b>	<b>1,108,254</b>	<b>1,554,895</b>	<b>7,338,288</b>



	Port	Wastewater	Marina	Equipment	Total
<b>Estimated Beginning Balance 07/01/2024</b>	<b>4001</b>	<b>4003</b>	<b>4005</b>	<b>5003</b>	
	16,176,172	27,654,017	5,067,123	51,516	<b>48,948,828</b>
<b>Revenues</b>					
Fees		28,000			28,000
Fines & Forfeitures		2,000			2,000
Uses of Money & Property	270,652				270,652
Other Grants	1,003,250				1,003,250
Rental Income	5,890,600		450,000		6,340,600
Charges for Services		30,500,000		5,497,245	35,997,245
Proceeds from Sale of Property				85,000	85,000
<b>Total Revenues</b>	<b>7,164,502</b>	<b>30,530,000</b>	<b>450,000</b>	<b>5,582,245</b>	<b>43,726,747</b>
<b>Expenditures</b>					
<b>Economic Development - Port of Richmond</b>					
AREA FM CAP			912,930		912,930
CAFETERIA BUILDING WINTERIZATION	141,894				141,894
ELECTRICAL MAINTENANCE	60,000				60,000
FLOCK CAMERA INSTALLATION	25,000				25,000
HISTORIC SHIP MOVE	500,000				500,000
PAVEMENT MAINTENANCE	150,000				150,000
PORT ELECTRICAL - ON-CALL	200,000				200,000
PORT INFRASTRUCTURE UPGRADE	150,000				150,000
PPMT ELECTRICAL AND WATERING METERING	365,000				365,000
PROCESSING BUILDING ASSESSMENT	100,000				100,000
PROCESSING BUILDING VENTILATION	55,000				55,000
PROCESSING BUILDING WINDOW REPAIR	350,000				350,000
ROAD, GATE, FENCE INFRASTRUCTURE	60,000				60,000
RIGGERS LOFT PAINTING	175,000				175,000
STORM DRAIN IMPROVEMENTS - PORT	500,000				500,000
TERMINALS 7 & 8 DREDGING	65,000				65,000
TERMINALS 7 & 8 ELECTRIFICATION	1,700,000				1,700,000
YACHT ENTRANCE HARBOUR DREDGING	45,000				45,000
Marina Operations			206,815		206,815
Port Operations	3,702,579				3,702,579
<b>Sub-Total - Economic Development - Port of Richmond</b>	<b>8,344,473</b>	<b>-</b>	<b>1,119,745</b>	<b>-</b>	<b>9,464,218</b>
<b>Water Resource Recovery - Wastewater</b>					
CUTTING BLVD. & HARBOUR WAY S. SEWER		13,750,000			13,750,000
DORNAN DRIVE FORCE MAIN REHABILITATION		879,869			879,869
DORNAN DRIVE FORCE TUNNEL REHABILITATION		2,600,000			2,600,000
GRIT AND AERATION REPLACEMENT		81,307			81,307
SANITARY SEWER REPAIRS		7,325,000			7,325,000
SANITARY SEWER/PIPELINE REHAB		4,500,000			4,500,000
WWTP MANHOLE REPLACEMENT		750,000			750,000
WWTP SLUDGE THICKENER		3,642,682			3,642,682
Wastewater Operations		29,613,745			29,613,745
<b>Sub-Total - Water Resource Recovery - Wastewater</b>	<b>-</b>	<b>63,142,603</b>	<b>-</b>	<b>-</b>	<b>63,142,603</b>
<b>Department</b>	<b>-</b>	<b>63,142,603</b>	<b>-</b>	<b>-</b>	<b>63,142,603</b>
<b>Equipment Services</b>					
FIRE VEHICLES				2,460,000	2,460,000
OTHER CITY VEHICLES				1,935,000	1,935,000
OTHER CITY EQUIPMENT				25,000	25,000
POLICE VEHICLES				1,465,000	1,465,000
Equipment Services - Debt Service - Fire				326,018	326,018
<b>Sub-total - Equipment Services</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,211,018</b>	<b>6,211,018</b>



	Port	Wastewater	Marina	Equipment	Total
	4001	4003	4005	5003	
<b>Information Technology</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>8,344,473</b>	<b>63,142,603</b>	<b>1,119,745</b>	<b>6,311,018</b>	<b>78,917,839</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>(86,778)</b>	<b>426,018</b>	<b>339,240</b>
<b>Net Surplus/Deficit</b>	<b>(1,179,971)</b>	<b>(32,612,603)</b>	<b>(756,523)</b>	<b>(302,755)</b>	<b>(34,851,852)</b>
<b>Projected Ending Balance 6/30/2025</b>	<b>14,996,201</b>	<b>(4,958,586)</b>	<b>4,310,600</b>	<b>(251,239)</b>	<b>14,096,976</b>



	LIBRARY	CDBG	ARPA	STORMWATER	Total
	1005	1201	1306	4006	
<b>Estimated Beginning Balance 07/01/2024</b>	4,414,473	1,582,390	20,590,993	(1,217,703)	<b>25,370,153</b>
<b>Revenues</b>					
<b>Interest</b>					
Use of Money & Property		80,475			80,475
Licenses, Permits and Fees				75,000	75,000
Charges for Services				1,930,300	1,930,300
Rental Income				4,380	4,380
Federal Grant Revenue	71,796				71,796
State Grants	1,170,828			1,498,664	2,669,492
Other Grants	75,824				75,824
Loan/Bond Proceeds		230,873			230,873
<b>Total Revenues</b>	<b>1,318,448</b>	<b>311,348</b>	<b>-</b>	<b>3,508,344</b>	<b>5,138,140</b>
<b>Expenditures</b>					
<b>Community Services Library</b>					
BOOKMOBILE - NEW	70,000				70,000
MAIN LIBRARY REMODEL			298,716		298,716
Non-Capital - Other	113,904				113,904
<b>Sub-Total - Community Services Department Library Capital</b>	<b>183,904</b>	<b>-</b>	<b>298,716</b>	<b>-</b>	<b>482,620</b>
AMERICANS WITH DISABILITIES ACT (ADA) BOOKER T. ANDERSON (BTA)		335,000			335,000
AMERICANS WITH DISABILITIES ACT (ADA) PARCHESTER CENTER		415,638			415,638
BOOKER T. ANDERSON (BTA) CENTER HVAC			89,880		89,880
Non-Capital - Other		65,915			65,915
<b>Sub-Total - Community Services Department Recreation Capital</b>	<b>-</b>	<b>816,553</b>	<b>89,880</b>	<b>-</b>	<b>906,433</b>
<b>Public Works Department</b>					
13TH STREET COMPLETE STREET			1,000,000		1,000,000
BOOKER T. ANDERSON (BTA) CENTER INFRASTRUCTURE			286,157		286,157
SOCCER FIELDS-RESTROOMS-PARKS			7,703,008		7,703,008
<b>Sub-Total - Public Works Department Capital</b>	<b>-</b>	<b>-</b>	<b>8,989,165</b>	<b>-</b>	<b>8,989,165</b>
<b>Public Works Department - Stormwater</b>					
FLOOD RISK REDUCTION - RHEEM CREEK				797,591	797,591
STORMWATER INFRASTRUCTURE			750,000		750,000
Stormwater Operations				1,904,776	1,904,776
<b>Sub-Total - Public Works Department Stormwater Capital</b>	<b>-</b>	<b>-</b>	<b>750,000</b>	<b>2,702,367</b>	<b>3,452,367</b>
Non-Capital - Other - ARPA			5,699,233		5,699,233
<b>Total Expenditures</b>	<b>183,904</b>	<b>816,553</b>	<b>15,826,994</b>	<b>2,702,367</b>	<b>19,529,817</b>
<b>Transfers in from:</b>					<b>-</b>
Total transfers in	-	-	-	-	-
<b>Transfers out to:</b>					<b>-</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>1,134,544</b>	<b>(505,205)</b>	<b>(15,826,994)</b>	<b></b>	<b>(14,391,678)</b>
<b>Projected Ending Balance 6/30/2025</b>	<b>5,549,017</b>	<b>1,077,185</b>	<b>4,763,999</b>	<b></b>	<b>10,978,475</b>



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# DEPARTMENTS

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# Public Works Engineering

## 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 Capital Improvements Program (CIP) undertakes the planning, design and construction 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 City Council. As part of its mission, the CIP also manages city-owned properties and former Successor Agency properties held by the City for development. The City owns and maintains 290 miles of streets, 122 traffic signals, 9,000 streetlights.



## Engineering Design

A major function of Engineering is the design of public infrastructure which includes streets, bridges, parks, and public buildings. Engineering design can be performed by engineering consultants or by City engineering staff. Most projects include a community engagement component where the projects are designed with public participation.

## Construction Management

After projects are designed, publicly bid, and awarded to contractors, engineering inspectors, or construction management consultants, inspect the projects to ensure quality work is achieved and projects are built within the approved budget and timeline. Staff also inspects new subdivision improvements and encroachment permits within the City's right-of-way.

## Traffic Calming Program

The Traffic Calming Program handles citizen service requests, including traffic calming concerns, speed hump requests, signage and striping upgrades, and parking control. The program 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. Requests are received via the Traffic Calming Inquiry website.

The Traffic Calming Program follows a prioritization methodology approved by City Council in November 2022. This methodology includes the following factors:

- Project is categorized as Sideshow Deterrence, Operations Task, or Medium Project; Large Projects are NOT to be funded by the \$750,000 Council allocation and would be funded by grants or other means.
- Project is located in an Equity Priority Community.
- Project is located on a Local Road Safety Plan (LRSP) High Injury Network (HIN).
- Project is located on a Bicycle Master Plan or Pedestrian Plan Key Corridor.

On an annual basis, staff brings to the City Council a list of locations/requests ranked based on the approved prioritization methodology for consideration in the program budget. In Fiscal Year 2024-25, staff will bring the list to City Council by the end of 2024 and in the spring of 2025.

## Land Development Review Services

Land Development Review Services reviews the design of all work within the public right-of-way and streets proposed on new residential and commercial developments. The staff ensures that land development plans conform to city standard details, specifications, policies, and practices, as well as zoning and subdivision ordinances.

## Pavement Program

The City is continuously studying new technology to maximize limited funds and better preserve the existing pavement infrastructure. In Fiscal Year 2024-25, the program will focus on 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 and 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 Program

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. The program will continue to meet the requests for curb ramps as funding permits.

## Street Lighting

As part of Street Lighting, in Fiscal Year 2024-2025, the City will be testing solar street lighting solutions. Several wire-theft related issues continuously affect this type of services in the City. As soon as Public Works Department electricians fix a corridor that was hit by wire thieves, the issue reoccurred. Solar street lighting is expected to be a long-term solution to reduce the City's resources combating wire-theft related issues.



## Plan Highlights

### **Boorman Park Revitalization**

**Project Cost: \$6,400,000 over 5 years**

**Project Funds: Engineering Grant and General Capital**

Improve Boorman Park. Construct a new athletic/soccer field, a multi-use trail with three fitness stations, a skate park, a basketball court, a parkour area/fitness zone with three fitness stations, a children's play area, community gathering area, a restroom, two parking lots, park artwork, a shade structure, and landscaping and lighting throughout the park. Improve Boorman Park. Construct a new athletic/soccer field, a multi-use trail with three fitness stations, a skate park, a basketball court, a parkour area/fitness zone with three fitness stations, a children's play area, a community gathering area, a restroom, two parking lots, park artwork, a shade structure, and landscaping and lighting throughout the park.

### **Street Paving**

**Project Cost: \$8,332,691**

**Project Funds: Gas Tax and General Capital**

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

### **Traffic Calming Program**

**Project Cost: \$3,218,752**

**Project Fund: General Capital**

The Traffic Calming Program implements tailored measures to enhance safety in residential areas by reducing speeds and maintaining traffic flow. The City's Transportation Consultants evaluate and prioritize locations for implementation on a fiscal year basis. 18 locations were approved in November 2022 and scheduled to be completed in FY24-25.





# Financial Summary Engineering



### Public Works Department CIP Overview

	FY2023-24 Adopted	FY2023-24 Actuals 3/31/2024	FY2024-25 Adopted	FY2025-26 Proposed	FY2026-27 Proposed	FY2027-28 Proposed	FY2028-29 Proposed	5 Year Total
<b>SOURCES BY FUND</b>								
Gas Tax-1002	3,289,455	2,158,900	3,173,758	3,237,233	3,301,978	3,368,017	3,435,378	16,516,364
Outside Funded Grants-1006	11,482,996	452,644						-
Road Maintenance and Rehabilitation								
Account (RMRA)-1019	2,864,927	1,984,326	2,966,001	3,025,321	3,085,827	3,147,544	3,210,495	15,435,188
Engineering Grants-1054	20,447,024	4,313,601	23,035,726	7,191,512	998,000			31,225,238
TCC-1307			4,726,874					4,726,874
General Capital-2001	12,044,217	8,785,403	8,182,000					8,182,000
Measure J-2002	3,128,821	2,133,263	1,527,861	1,931,371	1,300,000	1,300,000	1,300,000	7,359,232
Traffic Impact Fee-2111		106,720						-
Open Space Impact Fee-2116	253,350	378,450						-
<b>TOTAL SOURCES BY FUND</b>	<b>53,510,790</b>	<b>20,313,307</b>	<b>43,612,220</b>	<b>15,385,437</b>	<b>8,685,805</b>	<b>7,815,561</b>	<b>7,945,873</b>	<b>83,444,896</b>

### USES BY PROJECT

13th Street Complete Street	1,299,215	84,793	4,353,951					4,353,951
2024 Pavement Preventive Maintenance			2,516,001					2,516,001
37th Street Improvement	50,000	-	38,100					38,100
Americans with Disabilities Act (ADA)								
Misc. Sidewalk Repairs	3,255,107	203,659	803,421	600,000	600,000	600,000	600,000	3,203,421
ATP Quick Build Cutting/Hoffman	900,241	13,102	129,587					129,587
ATP Quick Build Harbour Way S. Cycle Track	154,721	5,273						-
Barrett Avenue Road Improvement	315,000	-	279,200	1,284,000				1,563,200
Bayview to Bart	270,000	-	270,000	1,674,702				1,944,702
Boorman Park Revitalization	6,540,598	64,607	6,350,237					6,350,237
Bridge Preventive Maintenance	2,186,735	11,123	29,310	2,100,000				2,129,310
Carlson Blvd. Crosstown Connections Phase II	1,270,000	59,110	4,072,972					4,072,972
Carlson Crosstown Connections and Improvements	214,599	-						-
Castro Ranch Road	670,648	5,243						-
Civic Center Plaza Landscaping	200,000	-	200,000					200,000
Corporation Yard Bathroom Remodel	176,235	-	12,435	145,035				157,470
Corp Yard Fence	37,500	-	37,500					37,500
Corporation Yard Fuel Site Upgrades	179,211	-	101,610			77,600		179,210
Cutting & Carlson Blvd. Section 130			458,000		998,000			1,456,000
Dirt World Bike Park	961,678	441,750	64,444					64,444
Dornan Tunnel Lighting	60,000	-	31,419					31,419
Fire Station 63 Improvements	300,000	-	291,000					291,000
Fire Station 66 Gender Specific Restroom	780,052	-	780,052					780,052
Fire Trail Access	50,000	-						-
Greening the Yellow Brick Road	1,397,341	370,535	265,198					265,198
Greenway Rehab and Bike Education	152,310	4,800	30,000					30,000
Harbour & Park Expansion	5,419,554	1,878,253	568,741					568,741
Harbour Way & Wright Section 130	1,196,926	-	938,286	1,284,000				2,222,286
Hilltop Fire Station Card Reader	70,000	-		70,000				70,000
I-80 Central Interchange Phase II	5,472,360	119,888	4,174,490	7,115,371				11,289,861
Lincoln Safe Routes to School	265,000	13,548	112,189					112,189
Martin Luther King Jr. Center	267,692	-				267,692		267,692

### FY2024-25 to FY2028-29 Capital Improvement Plan



### Public Works Department CIP Overview

	FY2023-24 Adopted	FY2023-24 Actuals 3/31/2024	FY2024-25 Adopted	FY2025-26 Proposed	FY2026-27 Proposed	FY2027-28 Proposed	FY2028-29 Proposed	5 Year Total
McBryde Safe Routes to Parks	260,000	-	260,000	1,028,000				1,288,000
Macdonald Ave. Pedestrian Crossing	50,000	-	63,440	211,200				274,640
Metrowalk Transit Village	50,000	-	38,100					38,100
Native American Health Center	50,000	-	50,000					50,000
Neighborhood Complete Streets			4,726,874					4,726,874
Parks Maintenance Equipment	215,729	-						-
Parks Yard Fuel Site Upgrades	220,000	-						-
Post Encampment Cleanup	75,000	-	75,000					75,000
Pt. Molate Cottages Assessment	878,160	194,225	16,898					16,898
Richmond Art and Light	4,000,000	69,381	3,204,474					3,204,474
Richmond Communities Clean Collaborative	6,556,768	196,820	5,044,289					5,044,289
Richmond Soccer Field Study	80,000	76,607						-
Santa Rita Rd. Stabilization	1,040,000	416,071						-
SF Bay Trail Goodrick Avenue	20,443	1,731						-
SF Bay Trail Pt. Molate	1,730,137	5,200	2,543,548					2,543,548
Shields-Reid Park Revitalization	7,633,137	497,051	1,979,144					1,979,144
Smart Signals San Pablo & 23rd	182,336	-						-
Soccer Fields-Restrooms-Parks	4,200,000	-	7,703,008					7,703,008
Street Paving	5,078,848	2,707,879	7,682,467	3,237,233	3,301,978	3,368,017	3,435,378	21,025,072
Street Paving - SB1 Annual Allocation	2,864,927	-						-
Street Paving - SB1 Cutting/Harbour Way S. Bikeway	495,153	29,443	40,917					40,917
Street Paving - SB1 Marina Way - Wellness Trail	3,553	-						-
Street Sweeping Signs	550,000	-	550,000					550,000
Surface Drainage	300,000	45,700	300,000					300,000
Traffic Calming Program	1,863,262	78,845	3,218,752	400,000	400,000	400,000	400,000	4,818,752
Traffic Safety Improvements	385,769	44,233	375,000	300,000	300,000	300,000	300,000	1,575,000
Traffic Signal Improvements 6th & Macdonald	241,000	-	49,213					49,213
Via Verdi Mitigation	400,000	-	4,500,000					4,500,000
Yellow Brick Road	305,000	11,091	198,061					198,061
Yellow Brick Road Clean, Green and Beautiful	4,000,000	487,302	1,334,661					1,334,661
<b>TOTAL USES BY PROJECT</b>	<b>77,841,945</b>	<b>8,137,259</b>	<b>70,861,989</b>	<b>19,449,541</b>	<b>5,599,978</b>	<b>4,668,017</b>	<b>5,080,670</b>	<b>105,660,194</b>

#### USES BY FUND

Gas Tax-1002	3,298,441	2,181,794	3,293,598	3,478,103	3,301,978	3,368,018	3,435,378	16,877,074
Outside Funded Grants-1006	13,867,313	1,118,273	5,760,927					5,760,927

#### Road Maintenance and Rehabilitation

Account (RMRA)-1019	3,577,828	34,685	5,871,845					5,871,845
Engineering Grants-1054	27,472,798	2,704,150	17,123,837	13,675,512	998,000	-	-	31,797,349
ARPA-1306	6,085,000		8,703,008	-	-	-	-	8,703,008
TCC-1307			4,726,874					4,726,874
General Capital-2001	20,166,912	1,387,697	24,409,844	364,555	-	-	345,292	25,119,691
Measure J-2002	2,920,389	634,052	1,122,280	1,931,371	1,300,000	1,300,000	1,300,000	6,953,651
Open Space Impact Fee-2116	453,264	76,607	500,000	-	-	-	-	500,000
<b>TOTAL USES BY FUND</b>	<b>77,841,945</b>	<b>8,137,258</b>	<b>71,512,213</b>	<b>19,449,541</b>	<b>5,599,978</b>	<b>4,668,018</b>	<b>5,080,670</b>	<b>106,310,419</b>

### FY2024-25 to FY2028-29 Capital Improvement Plan



# 13th Street Complete Street



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$5,338,949

## Project Location

13th Street from Harbour Way to Costa Avenue

## Description

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 Information

Project ID	29120
Project Manager	Josef Munoz
Staff Time	
Planning and Design	
Construction	\$4,271,000
Equipment	
Contingency/Other	\$82,951
Estimated Start Date	01/01/2025
Estimated Completion Date	12/31/2025



## Status

Design - Right of Way

## Justification

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.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
1019 - RMRA - SB1		\$450,000					\$450,000
1054 - Engineering Grant		\$2,821,000					\$2,821,000
1306 - ARPA		\$1,000,000					\$1,000,000
2001 - General Capital	\$12,220	\$82,951					\$95,171
2002 - Measure J	\$836,357						\$836,357
<b>Total</b>	<b>\$848,577</b>	<b>\$4,353,951</b>					<b>\$5,202,528</b>
Unfunded							



# 2024 Slurry Seal Project



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$2,516,001

## Project Location

Citywide

## Description

- The project includes crack-sealing, slurry sealing, and placement of pavement markers and traffic striping and markings. Crack sealing is the placement of an adhesive sealant into roadway surface cracks, to prevent water infiltration. Slurry sealing is a cost-effective preventive maintenance treatment to prolong the useful life of the asphalt roadway surface for an additional five to seven years. The City's StreetSaver® Asset Management System was utilized to optimize the distribution of funds for slurry sealing Residential Streets throughout the City of Richmond. Construction is anticipated to begin in September 2024 and be completed by the end of the calendar year.

## Project Information

Project ID	23056
Project Manager	Tawfic N. Halaby
Staff Time	
Planning & Design	
Construction	\$2,516,001
Equipment	
Contingency/Other	
Estimated Start Date	07/01/2024
Estimated Completion Date	12/31/2024



## Status

Bid/Award

## Justification

Implementing a preventive maintenance treatment will enhance the durability and longevity of the asphalt roadway, ensuring it remains functional and safe for an extended period. By addressing minor issues proactively, such as crack sealing, surface rejuvenation, and patching, we can prevent more significant deterioration and costly repairs down the line. This approach effectively safeguards the investment in the roadway infrastructure and contributes to overall transportation efficiency.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
1019 - RMRA - SB1		\$2,516,001					\$2,516,001
<b>Total</b>		<b>\$2,516,001</b>					<b>\$2,516,001</b>
Unfunded							



# 37th Street Improvement



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$763,131

## Project Location

37th Street in Richmond, between Center Street and Cerrito Avenue

## Description

Project closeout is the final construction phase of the project lifecycle. It is the collecting of final project documents (sometimes referred to as project deliverables), assembling them into a package, and submitting for review and approval from Caltrans.

## Project Information

Project ID	29105
Project Manager	Robert Armijo
Staff Time	
Planning & Design	
Construction	
Equipment	
Contingency/Other	\$38,100
Estimated Start Date	05/08/2024
Estimated Completion Date	09/30/2024



## Status

Closeout

## Justification

Project closeout is the final phase where activities are finalized, and funding ends. Failure to closeout Caltrans funded project may affect future funding opportunities.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
1002 - Gas Tax	\$10,031						\$10,031
1017 - ECIA	\$287,669						\$287,669
1054 - Engineering Grant	\$286,600						\$286,600
2001 - General Capital		\$38,100					\$38,100
2002 - Measure J	\$128,831						\$128,831
<b>Total</b>	<b>\$713,131</b>	<b>\$38,100</b>					<b>\$751,231</b>
Unfunded							



# Americans with Disabilities Act (ADA), Sidewalk, Curbs



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$11,325,075

## Project Location

Citywide

## Description

Program focuses on infrastructure improvements related to (ADA) within the street right-of-way through: Curb Ramp Upgrades - by upgrading or installing reported curb ramp deficiencies. Damaged Sidewalks - repair sidewalk, curb, gutter, and adjacent pavement damaged by the roots of City owned trees. Sidewalk Gaps - install missing sidewalk and associated curb, gutter or driveways, and adjacent pavement to eliminate pedestrian access barriers.

## Project Information

Project ID	01A04
Project Manager	Jose Valenzuela
Staff Time	
Planning & Design	
Construction	\$ 803,421
Equipment	
Contingency/Other	
Estimated Start Date	Annual
Estimated Completion Date	Ongoing



## Status

Program - Multiple phases within the fiscal year.

## Justification

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.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
2001 - General Capital	\$538,853	\$803,421					\$1,342,274
2002 - Measure J	\$4,206,126		\$600,000	\$600,000	\$600,000	\$600,000	\$6,606,126
1002 - Gas Tax	\$666,931						\$666,931
1306 - ARPA							
<b>Total</b>	<b>\$5,411,910</b>	<b>\$803,421</b>	<b>\$600,000</b>	<b>\$600,000</b>	<b>\$600,000</b>	<b>\$600,000</b>	<b>\$8,615,331</b>
Unfunded							



# ATP Quick Build Cutting/Hoffman



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$1,070,000

## Project Location

W. Cutting Blvd between S. Garrard and S. 2nd St, Cutting Blvd between S. 2nd St and Hoffman Blvd, Hoffman Blvd between Cutting Blvd. and Harbour Way S.

## Description

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 Information

Project ID	23G06
Project Manager	Ken Cheng
Staff Time	
Planning & Design	
Construction	\$129,587
Equipment	
Contingency/Other	
Estimated Start Date	01/01/2022
Estimated Completion Date	06/30/2024



## Status

Construction

## Justification

Implementing the recently adopted Ferry to Bridge to Greenway (F2B2G) Plan. The project aligns with the Richmond's Local Road Safety Plan and Master Bike Plan.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
1054 - Engineering Grant	\$294,895	\$27,686					\$322,581
2001 - General Capital	\$58,971	\$101,901					\$160,872
<b>Total</b>	<b>\$353,866</b>	<b>\$129,587</b>					<b>\$483,453</b>
Unfunded							



# Barrett Avenue Road Improvement



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$1,721,880

## Project Location

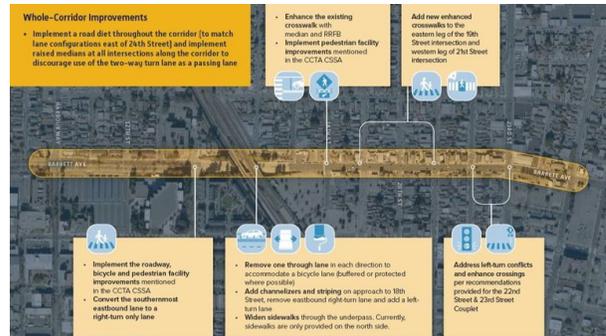
Barrett Avenue from Harbour Way to 24th Street

## Description

Road diet along Barrett Avenue includes protected bike lanes, sidewalk widening, high visibility crosswalk enhancements, protected left-turn phasing, advanced stop bars, median refuge islands, and Rectangular Rapid Flashing Beacons (RRFB's).

## Project Information

Project ID	23042
Project Manager	Daniel Chavarria
Staff Time	
Planning & Design	\$279,200
Construction	
Equipment	
Contingency/Other	
Estimated Start Date	07/01/2027
Estimated Completion Date	12/31/2028



## Status

Queued

## Justification

The proposed projects align with the local road safety plan by implementing evidence-based measures to reduce vehicle speeds, improve traffic flow, and enhance bicycle infrastructure.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
1054 - Engineering Grant		\$251,280	\$1,155,600				\$1,406,880
2001 - General Capital		\$27,920	\$287,080				\$315,000
<b>Total</b>		\$279,200	\$1,442,680				\$1,721,880
Unfunded							



# Bayview to BART



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$1,944,702

## Project Location

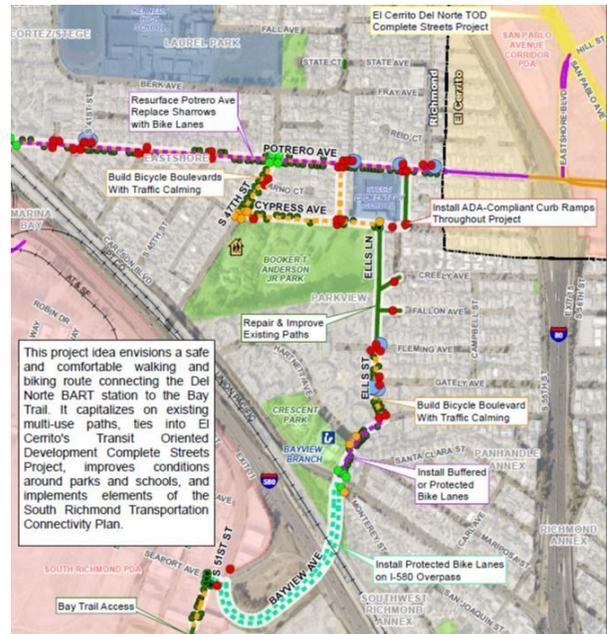
S 51st St, Bayview Ave, Ells St, Ells Path, Cypress Path, Cypress Ave, S 47th St, S 49th St, Potrero Ave in Richmond

## Description

Create a safe and comfortable walking and biking route connecting the Del Norte BART station to the San Francisco Bay Trail. Construct Class II bike lanes on Potrero Ave as well as build Class IV protected bike lanes on the Bayview Ave overpass over I-580, curb ramps, sidewalk repairs, pavement rehabilitation, and street trees.

## Project Information

Project ID	23040
Project Manager	Robert Armijo
Staff Time	
Planning & Design	\$270,000
Construction	
Equipment	
Contingency/Other	
Estimated Start Date	01/01/2027
Estimated Completion Date	03/31/2028



## Status

Queued

## Justification

The proposed project enhances connectivity, safety, and accessibility for pedestrians and cyclists in the Del Norte BART station area by creating a safe route to the San Francisco Bay Trail. The focus on ADA-compliant features, sidewalk repairs, and street trees improves the pedestrian experience and aligns with the city's commitment to address safety and quality of life.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
1054 - Engineering Grant			\$1,674,702				\$1,674,702
2001 - General Capital		\$270,000					\$270,000
<b>Total</b>		\$270,000	\$1,674,702				\$1,944,702
Unfunded							



# Boorman Park Revitalization



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$7,165,000

## Project Location

27th Street and Maine Avenue

## Description

Park Improvement project that aims to improve health and wellness, safety, beauty, access to outdoor recreation, and to help catalyze community revitalization for a diversity of ages and abilities. Park improvements include improved parking, trees, basketball court, skate park elements, seating, multiple play areas, fitness equipment, picnic tables, restroom and a grass field.

## Project Information

Project ID	23006
Project Manager	Jene Levine-Snipes
Staff Time	\$45,000
Planning & Design	
Construction	\$6,305,237
Equipment	
Contingency/Other	
Estimated Start Date	12/01/2024
Estimated Completion Date	06/30/2025



## Status

Design

## Justification

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

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
1054 - Engineering Grant	\$276,139	\$3,550,461					\$3,826,600
2001 - General Capital	\$200,224	\$2,799,776					\$3,000,000
<b>Total</b>	\$476,363	\$6,350,237					\$6,826,600
Unfunded							



# Bridge Preventive Maintenance



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$2,265,000

## Project Location

Richmond Parkway Via Duct and Giant Highway

## Description

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).

## Project Information

Project ID	23G02
Project Manager	Josef Munoz
Staff Time	
Planning & Design	\$29,310
Construction	
Equipment	
Contingency/Other	
Estimated Start Date	07/01/2025
Estimated Completion Date	12/31/2025



## Status

Design - Right of Way

## Justification

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.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
1002 - Gas Tax			\$240,870				\$240,870
1054 - Engineering Grants	\$45,603		\$1,859,130				\$1,904,733
2001 - General Capital		\$29,310					\$29,310
<b>Total</b>	<b>\$45,603</b>	<b>\$29,310</b>	<b>\$2,100,000</b>				<b>\$2,174,913</b>
Unfunded							



# Carlson Blvd. Crosstown Connections Improvements Phase II



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$4,134,927

## Project Location

Carlson Blvd between 22nd St and Tehama Ave, 22nd St between Nevin Ave to Carlson Ave, 24th St between Nevin Ave and Broadway Ave, Broadway Ave between 24th St and Carlson Blvd

## Description

This project intends to complete Carlson Blvd Crosstown Connection Improvements Project by completing the construction of bicycle lanes, cameras and bus shelters 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.

## Project Information

Project ID	23033
Project Manager	Ken Cheng
Staff Time	
Planning & Design	
Construction	\$4,072,972
Equipment	
Contingency/Other	
Estimated Start Date	08/01/2025
Estimated Completion Date	06/30/2026



## Status

Planning

## Justification

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. 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.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
1019 - RMRA - SB1		\$2,864,927					\$2,864,927
2001 - General Capital	\$59,110	\$1,208,045					\$1,267,155
<b>Total</b>	<b>\$59,110</b>	<b>\$4,072,972</b>					<b>\$4,132,082</b>
Unfunded							



# Civic Center Plaza Landscaping



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$1,944,702

## Project Location

450 Civic Center Plaza, Richmond, CA 94804

## Description

The Civic Center Plaza Landscaping Project will ensure the long-term beauty and functionality of the plaza through regular upkeep of the diverse plant life and seasonal adjustments to maintain a vibrant and welcoming atmosphere for the community.

## Project Information

Project ID	23051
Project Manager	Tawfic N. Halaby
Staff Time	
Planning & Design	
Construction	\$200,000
Equipment	
Contingency/Other	
Estimated Start Date	07/01/2024
Estimated Completion Date	06/30/2025



## Status

Maintenance - Ongoing

## Justification

The Civic Center Plaza is a central gathering point for our community. The proposed landscaping project is an investment in the quality of life for our residents. By maintaining a beautiful and functional plaza, we create a welcoming atmosphere that encourages community engagement and promotes well-being. This will make our city a more attractive and enjoyable place to live and visit.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
2001 - General Capital		\$200,000					\$200,000
<b>Total</b>		\$200,000					
Unfunded							



# Corp Yard Bathroom Remodel



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$176,235

## Project Location

6 13th St, Richmond, CA 94801

## Description

Public Works Corporation Yard bathroom remodel to improve sanitation, greater comfort and easier access while complying with general requirements based on the California Building Code, Electrical Code, Green Building Standards, Mechanical Code, Plumbing Code and Energy Efficient Standards.

## Project Information

Project ID	23034
Project Manager	Tawfic N. Halaby
Staff Time	
Planning & Design	\$12,435
Construction	
Equipment	
Contingency/Other	
Estimated Start Date	01/01/2026
Estimated Completion Date	06/30/2026



## Status

Queued

## Justification

The bathrooms were last upgraded approximately fifty years ago and are in very poor condition. We are not in compliance with the ADA requirements and need to be addressed

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
2001 - General Capital	\$18,765	\$12,435	\$145,035				\$176,235
<b>Total</b>	<b>\$18,765</b>	<b>\$12,435</b>	<b>\$145,035</b>				<b>\$176,235</b>
Unfunded							



# Corp Yard Fence



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$437,500

## Project Location

6 13th St, Richmond, CA 94801

## Description

The project will assess the existing 10' tall fence, two entrances and exits at the Richmond Maintenance Yard to mitigate the risk of unauthorized access, vandalism, theft, and potential security breaches. Once assessment is completed for the area, design and construction will follow. The project is only funded for assessment and design.

## Project Information

Project ID	23052
Project Manager	Tawfic N. Halaby
Staff Time	
Planning & Design	\$37,500
Construction	
Equipment	
Contingency/Other	
Estimated Start Date	01/01/2025
Estimated Completion Date	06/30/2025



## Status

Queued

## Justification

Providing adequate fence security for the Richmond Maintenance Yard is essential for safeguarding critical infrastructure, protecting valuable assets, and ensuring the safety of personnel.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
2001 - General Capital		\$37,500					\$37,500
<b>Total</b>		\$37,500					<b>\$37,500</b>
Unfunded			\$400,000				\$400,000



# Corp Yard Fuel Sites Upgrades



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$1,680,000

## Project Location

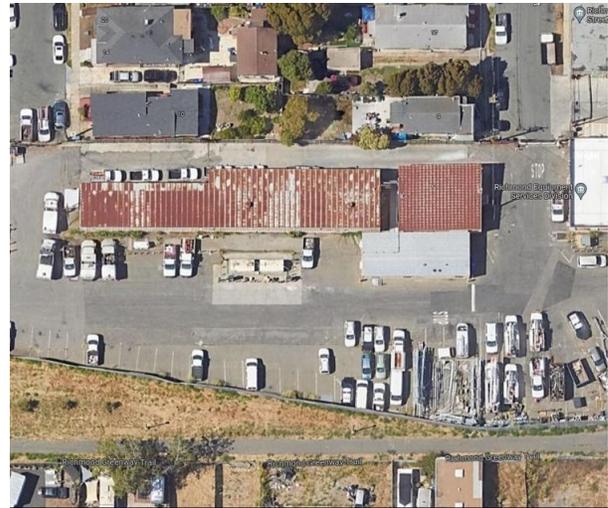
6 13th St, Richmond, CA 94801

## Description

Replace existing fuel system with a new dual compartment above-ground storage tank, including installation of fuel dispensers, monitoring system, steel canopy, and vapor recovery system.

## Project Information

Project ID	23012
Project Manager	Tawfic N. Halaby
Staff Time	
Planning & Design	\$101,610
Construction	
Equipment	
Contingency/Other	
Estimated Start Date	07/01/2023
Estimated Completion Date	TBD



## Status

On Hold

## Justification

The current Corporation Fuel Station is out of Environmental Regulations Compliance.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
2001 - General Capital	\$103,965	\$101,610				\$77,601	\$283,176
<b>Total</b>	<b>\$103,965</b>	<b>\$101,610</b>				<b>\$77,601</b>	<b>\$283,176</b>
Unfunded						\$1,396,824	



# Cutting & Carlson Blvd. Section 130



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$1,456,000

## Project Location

Cutting & Carlson Blvd. (Towards the Railroad Crossing)

## Description

Perform Traffic Study, including pedestrian/bicycle counts, improve/modify traffic signal, vehicle queue, upgrade ADA curb ramps, at grade RR crossing, improve cross walks, widening of median, pedestrian channelization along railroad right of way and striping.

## Project Information

Project ID	23057
Project Manager	Ken Cheng
Staff Time	\$20,000
Planning & Design	\$438,000
Construction	
Equipment	
Contingency/Other	
Estimated Start Date	07/01/2026
Estimated Completion Date	03/31/2027



## Status

Planning

## Justification

Safety for cars queue near railroad, pedestrian/bicycle safety, road diet

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
1054 - Engineering Grant		\$458,000		\$998,000			\$1,456,000
<b>Total</b>		<b>\$458,000</b>		<b>\$998,000</b>			<b>\$1,456,000</b>
Unfunded							



# Dirt World Bike Park



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$1,170,000

## Project Location

4 21st St, Richmond, CA 94801

## Description

The Prop 68 grant award \$1,170,000 scope of work includes: reconstruction and improvement of the BMX tracks and bike terrain features for multiple skill levels; renovation of a 2-block long segment of the multi-use Class I Richmond Greenway Trail; low-maintenance landscaping; murals, signage, fencing, and other park amenities.

## Project Information

Project ID	23029
Project Manager	Wendy Wellbrock
Staff Time	\$20,544
Planning & Design	
Construction	\$43,900
Equipment	
Contingency/Other	
Estimated Start Date	03/12/2024
Estimated Completion Date	07/31/2024



## Status

Construction

## Justification

The Dirt World Bike Park Renovation will establish a new city park by constructing a recreational facility for bikes and accessible park infrastructure for bike programs, improved safety, and enjoyment. Project is coordinated with adjacent urban greening and stormwater projects resulting in over two acres of sustainable green space, improving park access and equity in the City of Richmond.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
1006 - Outside Grants	\$573,362	\$64,444					\$637,806
<b>Total</b>	<b>\$573,362</b>	<b>\$64,444</b>					<b>\$637,806</b>
Unfunded							



# Dorman Tunnel Lighting



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$560,000

## Project Location

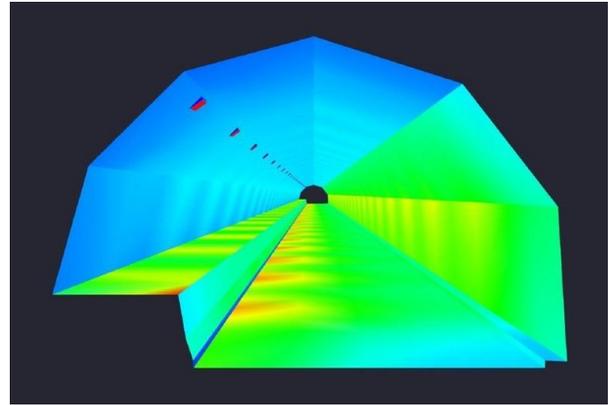
S. Gerrard Blvd. between Buena Vista Ave and Western Dr.

## Description

The project is funding the design to upgrade the existing lighting in the Dorman Drive Tunnel. The upgraded lighting will enhance the safety and visibility for pedestrians and vehicles by upgrading them to modern, energy-efficient LED technology. This upgrade will result in brighter, more evenly distributed illumination.

## Project Information

Project ID	23050
Project Manager	Josef Munoz
Staff Time	
Planning & Design	\$31,419
Construction	
Equipment	
Contingency/Other	
Estimated Start Date	01/01/2026
Estimated Completion Date	06/30/2026



## Status

Queued

## Justification

Upgrading the tunnel's lighting to LED technology enhances safety, upgrades aged infrastructure, and improves the tunnel's overall aesthetic and functionality that benefits both users and operations.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
2001 - General Capital		\$31,419					\$31,419
<b>Total</b>		<b>\$31,419</b>					<b>\$31,419</b>
Unfunded			\$500,000				



# Fire Station 63 Improvements



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$3,300,000

## Project Location

5201 Valley View Rd, Richmond, CA 94803

## Description

The project addresses the urgent need to remediate mold contamination and assess the extent of floor and foundation damage, potentially including necessary seismic upgrades. The project will proceed in phases, beginning with mold abatement, followed by a thorough assessment of the floor and foundation. If warranted, a seismic evaluation will determine the need for structural upgrades. Currently the project is only funded for mold abatement and geotechnical investigation.

## Project Information

Project ID	05C01
Project Manager	Tawfic N. Halaby
Staff Time	
Planning & Design	
Construction	\$291,000
Equipment	
Contingency/Other	
Estimated Start Date	05/01/2024
Estimated Completion Date	TBD



## Status

Maintenance - In Progress  
Planning - In Progress for Geotechnical Investigation

## Justification

The project aligns with the council's priorities to prioritize health and safety issues for city facilities and employees.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
2001 - General Capital		\$291,000					\$291,000
<b>Total</b>		<b>\$291,000</b>					<b>\$291,000</b>
Unfunded		\$3,000,000					\$3,291,000



# Fire Station 66 - Gender Specific Restrooms



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$846,052

## Project Location

4100 Clinton Ave, Richmond, CA 94805

## Description

Construct a gender-specific restroom facility which includes a 121 sq ft addition. The designs were completed in 2020. Drawings and Specifications will need to be reviewed by a new architect firm and resubmitted for plan approval.

## Project Information

Project ID	05G01
Project Manager	Josef Munoz
Staff Time	
Planning & Design	\$83,217
Construction	\$696,835
Equipment	
Contingency/Other	
Estimated Start Date	08/01/2025
Estimated Completion Date	01/31/2026



## Status

Queued

## Justification

A gender specific restroom facility is needed to accommodate female firefighter needs

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
2001 - General Capital	\$66,000	\$780,052					\$846,052
<b>Total</b>	<b>\$66,000</b>	<b>\$780,052</b>					<b>\$846,052</b>
Unfunded							



# Greening the Yellow Brick Road



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$4,100,000

## Project Location

Pennsylvania from 7th Street to 9th Street, 8th Street from Barrett Avenue to Pennsylvania Avenue.

## Description

Bicycle and pedestrian safety elements include bicycle lanes, curb ramps, elevated crosswalks, bulb-outs, flashing beacons, pavement striping, traffic circles, signage, lighting.

## Project Information

Project ID	29125
Project Manager	Wendy Wellbrock
Staff Time	
Planning & Design	
Construction	\$265,198
Equipment	
Contingency/Other	
Estimated Start Date	06/09/2021
Estimated Completion Date	06/30/2024



## Status

Construction

## Justification

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

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
1054 - Engineering Grant	\$3,074,667	\$265,198					\$3,339,865
<b>Total</b>	<b>\$3,074,667</b>	<b>\$265,198</b>					<b>\$3,339,865</b>
Unfunded							



# Greenway Rehab and Bike Education



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$152,310

## Project Location

Richmond Greenway between 20th Street and 23rd Street

## Description

The Transportation Development Act (TDA) funded work associated with the 3-part project will end in June 2024 and commence project closeout. The TDA Grant allowed the City of Richmond to partner with (1) Bike East Bay to provide a two-year bicycle safety education program including workshops, learn-to-ride classes, and family cycling events. (2) Safe Organized Spaces Richmond (SOS! Richmond) expanded its Greenway maintenance program to address unsafe conditions and promote community engagement. (3) The city is rehabilitating a section of the multi-use path along the Dirt World bike park and replace a narrow sidewalk with a wider, ADA-compliant asphalt multi-use path to improve connectivity and safety for cyclists and pedestrians.

## Project Information

Project ID	23023
Staff Time	\$5,000
Planning & Design	
Construction	\$25,000
Equipment	
Contingency/Other	
Estimated Start Date	7/01/2022
Estimated Completion Date	08/31/2024



## Status

Construction

## Justification

The Transportation Development Act grant provides funding for crucial improvements for safety, accessibility, and community well-being on the Richmond Greenway Trail. The funding promotes bicycle safety, enhances the Greenway, and improves pedestrian and cyclist infrastructure, aligning with the city's commitment to a safe, healthy, and sustainable environment.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
1002 - Gas Tax							
1054 - Engineering Grant	\$24,400	\$5,000					\$29,400
2001 - General Capital		\$25,000					\$25,000
<b>Total</b>	<b>\$24,400</b>	<b>\$30,000</b>					<b>\$54,400</b>
Unfunded							



# Harbour 8 Park Extension



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$8,800,000

## Project Location

1 Harbour Way, Richmond, CA 94804

## Description

Acquire .42 acres of land along with a possible donation of an additional up to 2,700 sf of land, to expand the Harbour-8 Park in the City of Richmond. Construct new community center, children’s play area, restrooms, entry gateways, zip line area, BBQ/picnic area, surveillance cameras, public art and lighting throughout the park. Renovate the existing bike/walk path.

## Project Information

Project ID	23004
Staff Time	\$39,867
Planning & Design	
Construction	\$528,874
Equipment	
Contingency/Other	
Estimated Start Date	12/01/2023
Estimated Completion Date	09/30/2025



## Status

Construction

## Justification

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.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
1054 - Engineering Grant	\$5,157,484	\$268,741					\$5,426,225
2001 - General Capital		\$300,000					\$300,000
<b>Total</b>	<b>\$5,157,484</b>	<b>\$568,741</b>					<b>\$5,726,225</b>
Unfunded							



# Harbour Way & Wright Section 130



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$2,484,000

## Project Location

Harbour Way S and Wright Avenue

## Description

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.

## Project Information

Project ID	23022
Staff Time	\$8,342
Planning & Design	\$929,944
Construction	
Equipment	
Contingency/Other	
Estimated Start Date	10/31/2025
Estimated Completion Date	09/30/2026



## Status

Design

## Justification

Required to upgrade the intersection with a traffic signal system to meet standards related to the bike lane installation and railway track orientation.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
1054 - Engineering Grant	\$3,074	\$938,286	\$1,284,000				\$2,225,360
<b>Total</b>	<b>\$3,074</b>	<b>\$938,286</b>	<b>\$1,284,000</b>				<b>\$2,225,360</b>
Unfunded							



# I-80 Central Interchange Phase II



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$13,954,000

## Project Location

I-80 Central Avenue between Pearce Street and San Mateo Street

## Description

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.

## Project Information

Project ID	29110
Staff Time	\$45,365
Planning & Design	\$3,979,125
Construction	\$150,000
Equipment	
Contingency/Other	
Estimated Start Date	01/01/2027
Estimated Completion Date	09/30/2028



## Status

Design - Right of Way.

## Justification

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 Pearce Street lack sufficient storage capacity, resulting in poor intersection operations and heavy congestion during peak travel times, especially on weekends.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
1054 - Engineering Grant		\$3,994,490	\$6,484,000				\$10,478,490
2002 - Measure J	\$2,117,528	\$180,000	\$631,371				\$2,928,889
<b>Total</b>	<b>\$2,117,528</b>	<b>\$4,174,490</b>	<b>\$7,115,371</b>				<b>\$13,407,389</b>
Unfunded							



# Lincoln Safe Routes to School



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$762,000

## Project Location

Chanslor Avenue between 4th Street and 6th Street, 4th and 6th Street around Lincoln Elementary School.

## Description

Pedestrian enhancements along Chanslor Avenue from 4th Street to 6th Street near Lincoln Elementary School to improve the safety for school children by adding median islands, curb extensions, and raised intersection, installing raised pedestrian crosswalks with pedestrian-actuated flashing beacons/signs along the Richmond Greenway (Class I bicycle and pedestrian trail) crossings at 2nd Street, 4th Street, 6th Street, and 8th Street.

## Project Information

Project ID	23041
Project Manager	Ken Cheng
Staff Time	\$52,206
Planning & Design	
Construction	\$59,983
Equipment	
Contingency/Other	
Estimated Start Date	01/01/2025
Estimated Completion Date	07/31/2025



## Status

Bid/Award

## Justification

The proposed pedestrian enhancements near Lincoln Elementary School are essential for ensuring the safety of school children. By implementing traffic calming measures on Chanslor Avenue and installing raised crosswalks with flashing beacons at Greenway crossings, we create a safer environment for walking and biking, prioritizing the well-being of our most vulnerable road users and promoting active transportation in the community.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
2001 - General Capital	\$13,548	\$112,189					\$125,737
<b>Total</b>	<b>\$13,548</b>	<b>\$112,189</b>					<b>\$125,737</b>
Unfunded							



# Macdonald Ave Pedestrian Crossing



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$274,640

## Project Location

Macdonald Avenue & 15th Street, On Macdonald Avenue at Nicholl Park.

## Description

The project will install Rectangular Rapid Flashing Beacons (RRFBs) at two locations along Macdonald Avenue, a priority pedestrian-oriented street in Richmond, California. The first location, at Macdonald/15th Street, will enhance safety for pedestrians accessing nearby senior centers, transit stations, and retail establishments. The second location, at Macdonald Avenue/Nicholl Park, will improve access for youth and individuals with disabilities to the park, addressing concerns raised by residents and the Bicycle and Pedestrian Advisory Committee regarding near-miss incidents. Both locations are situated on the city's multimodal and pedestrian High Injury Networks, prioritizing safety improvements in these areas.

## Project Information

Project ID	23043
Project Manager	Daniel Chavarria
Staff Time	\$5,000
Planning & Design	\$58,440
Construction	
Equipment	
Contingency/Other	
Estimated Start Date	08/01/2026
Estimated Completion Date	06/30/2027



## Status

Queued

## Justification

The project aligns with the Local Road Safety Plan and the Pedestrian and Bicycle Action Plan addressing enhanced pedestrian safety, improving accessibility, addressing community concerns and prioritizing high injury network locations.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
1054 - Engineering Grant		\$34,560	\$190,080				\$224,640
2001 - General Capital		\$28,880	\$21,120				\$50,000
<b>Total</b>		\$63,440	\$211,200				\$274,640
Unfunded							



# McBryde Safe Routes to Parks



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$1,288,000

## Project Location

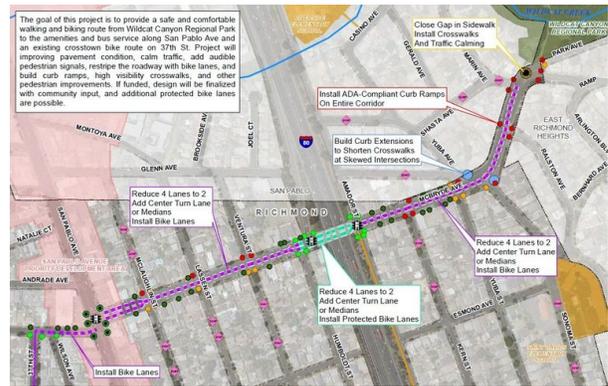
McBryde Avenue from 37th Street to Park Avenue.

## Description

The project will create a safe and comfortable walking and biking route from an existing bike route on 37th Street, through the San Pablo Ave PDA, and across I-80 to Wildcat Canyon Regional Park. Improvements include resurfacing, a road diet from 4 to 2 vehicle lanes with a center turn lane and buffered bike lanes, curb ramps, curb extensions, high visibility crosswalks, sidewalk gap closures, traffic calming, and street trees.

## Project Information

Project ID	23039
Project Manager	Robert Armijo
Staff Time	
Planning & Design	\$260,000
Construction	
Equipment	
Contingency/Other	
Estimated Start Date	01/01/2027
Estimated Completion Date	03/31/2028



## Status

Queued

## Justification

The proposed project enhances safety, accessibility, and multi-modal transportation in Richmond by creating a safe walking and biking route from 37th Street to Wildcat Canyon Regional Park. The project aligns with the city's goals of promoting active transportation, improving public health, and creating a more livable community.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
1054 - Engineering Grant			\$1,028,000				\$1,028,000
2001 - General Capital		\$260,000					\$260,000
<b>Total</b>		<b>\$260,000</b>	<b>\$1,028,000</b>				<b>\$1,288,000</b>
Unfunded							



# Neighborhood Complete Streets



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$5,181,173

## Project Location

Harbour Way between Pennsylvania Avenue and Hoffman Boulevard, Ohio Avenue between Garrard Boulevard and Harbour Way, and Macdonald Avenue between 21st Street to 23rd Street.

## Description

This project will create streets for everyone enabling safe access for all. The new bike lanes and pedestrian facilities will create connections between transit corridors, the Yellow Brick Road, and Harbour 8. Project components include new bike lanes, bus stop enhancements, streetscape improvements, street crossing enhancements, and traffic calming measures. Trees will be planted along this corridor as part of the Bosque del Barrio project.

## Project Information

Project ID	16G11
Project Manager	Josef Munoz
Staff Time	\$154,009
Planning & Design	\$2,396
Construction	\$4,570,469
Equipment	
Contingency/Other	
Estimated Start Date	07/01/2026
Estimated Completion Date	06/30/2027



## Status

Design

## Justification

This project enhances safety and accessibility for all users by creating a network of bike lanes and pedestrian facilities that connect multiple communities creating a more livable and vibrant community.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
1307 - TCC	\$6,060	\$4,726,874					\$4,732,934
<b>Total</b>	<b>\$6,060</b>	<b>\$4,726,874</b>					<b>\$4,732,934</b>
Unfunded							



# Point Molate Cottage Roof Stabilization



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$878,160

## Project Location

Point Molate Historic District, Stenmark Drive, Richmond, CA 94801.

## Description

The project focuses on the preservation of the Point Molate Cottages that have sustained damage due to water intrusion and maintenance issues.

## Project Information

Project ID	PM902
Project Manager	Wendy Wellbrock
Staff Time	
Planning & Design	
Construction	\$16,898
Equipment	
Contingency/Other	
Estimated Start Date	07/01/2024
Estimated Completion Date	12/31/2024



## Status

Construction

## Justification

The preservation of the historical cottages aligns with City Council priorities.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
2001 - General Capital	\$194,225	\$16,898					\$211,123
<b>Total</b>	\$194,225	\$16,898					\$211,123



# Post Encampment Clean-Up (Abatement, Fencing, Boulder, K-Rail and Other)



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$75,000

## Project Location

Citywide

## Description

The project involves complete debris removal, fencing installation or repair, strategic boulder placement, K-rail installation, and other necessary measures like landscaping or graffiti removal. Managed by Public Works Operations, this project involves interagency collaboration and community engagement.

## Project Information

Project ID	23053
Project Manager	Tawfic N. Halaby
Staff Time	
Planning & Design	
Construction	\$75,000
Equipment	
Contingency/Other	
Estimated Start Date	07/01/2024
Estimated Completion Date	12/31/2024



## Status

Maintenance - In Progress

## Justification

The project is essential to address the public health, safety, and environmental hazards posed by abandoned encampments.



## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
2001 - General Capital		\$75,000					\$75,000
<b>Total</b>		\$75,000					\$75,000
Unfunded							



# Richmond Art and Lighting



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$4,000,000

## Project Location

Macdonald Ave Underpass between 44th Street and Bissell Avenue, Barrett Ave Underpass between 44th Street and Wilson Avenue and San Pablo Avenue between Swans Way and Roosevelt Avenue.

## Description

Beautification and safety projects to enhance local street undercrossings and one overcrossing in the City of Richmond. The locations are Macdonald Avenue, Barrett Avenue, and San Pablo Avenue undercrossings on Highway 80 and Harbor Way overcrossing on Highway 580. The project will install pedestrian scale lighting to brighten the pedestrian experience and artwork to help enliven the space for the community.

## Project Information

Project ID	23031
Project Manager	Jene Levine-Snipes
Staff Time	\$40,000
Planning & Design	\$114,474
Construction	\$3,050,000
Equipment	
Contingency/Other	
Estimated Start Date	09/01/2024
Estimated Completion Date	12/31/2024



## Status

Design

## Justification

The project enhances pedestrian safety and creates a more welcoming and vibrant atmosphere for the community's quality of life.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
1054 - Engineering Grant	\$69,381	\$3,204,474					\$3,273,855
<b>Total</b>	<b>\$69,381</b>	<b>\$3,204,474</b>					<b>\$3,273,855</b>
Unfunded							



# Richmond Communities Clean Collaborative



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$6,500,000

## Project Location

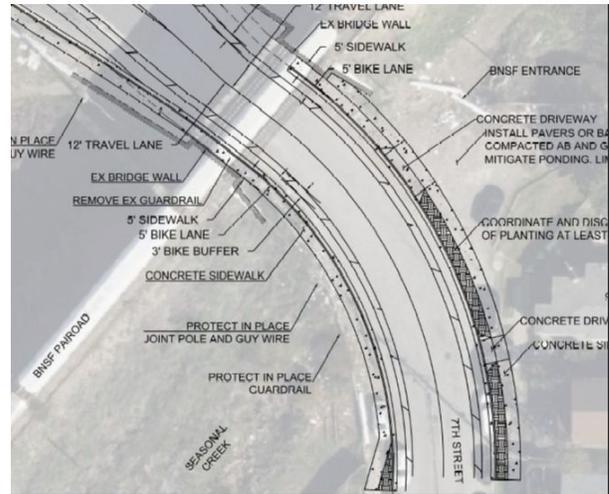
S 25th Street and Maine Avenue, 7th Street between Hensley Street and Lincoln Avenue.

## Description

The Richmond Communities Clean Collaborative comprises two projects aimed at improving infrastructure and public spaces. The Boorman Park Revitalization project (under #23006) will renovate the park, however but the site requires soil remediation. The soil remediation related work will be supported by the Clean CA grant under this project. Meanwhile, the 7th Street Connection project will improve pedestrian and bicycle by establishing a bike lane and filling in the sidewalk gap. The project expands beyond infrastructure projects to include community engagement and support programs in Richmond neighborhoods. These initiatives aim to prevent illegal dumping, enhance green spaces, educate youth on environmental issues, and provide employment and services for unhoused residents. Key partnerships include the I Heart Richmond Campaign, Richmond Main Street Initiative, KIDS for the BAY, and Rebuilding Together East Bay-North.

## Project Information

Project ID	23030
Project Manager	Jene Levine-Snipes
Staff Time	\$41,132
Planning & Design	
Construction	\$5,072,597
Equipment	
Contingency/Other	
Estimated Start Date	09/01/2024
Estimated Completion Date	06/30/2025



## Status

Boorman Park Revitalization Project - Design  
7th Street Connection Project - Design

## Justification

The project improves the quality of life for Richmond residents by revitalizing infrastructure, enhancing public spaces, and addressing community concerns through strategic partnerships and targeted programs.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
1006 - Outside Grant	\$395,141	\$3,786,779					\$4,181,920
2001 - General Capital	\$17,348	\$1,326,950					\$1,344,298
<b>Total</b>	<b>\$412,489</b>	<b>\$5,113,729</b>					<b>\$5,526,218</b>
Unfunded							



# SF Bay Trail - Pt. Molate



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$9,400,000

## Project Location

Stenmark Drive between Point Molate Beach and Lot 44

## Description

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. The project is divided into three components: a) Pt. Molate Bay Trail South b) Pt. Molate Beach Park Erosion Project and c) Pt. Molate Beach Trail North. Project components "a" and "c" are led by East Bay Regional Parks for design, bidding and construction, with the City of Richmond (COR) providing construction funds for the northern segment "c". Project component "b" is led and funded by COR to address erosion that is impacting the proposed Bay Trail alignment and requires additional mitigation efforts.

## Project Information

Project ID	01A14
Project Manager	Robert Armijo
Staff Time	
Planning & Design	
Construction	\$2,543,548
Equipment	
Contingency/Other	
Estimated Start Date	08/01/2024
Estimated Completion Date	06/30/2026



## Status

Point Molate Bay Trail Project - Bid/Award  
Point Molate Beach Park Erosion Project - Design/Permitting

## Justification

For pedestrian and bicycle safety supported by the Richmond Master Bike Plan and coordinated with East Bay Park District.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
1051 - Engineering Cost Recovery	\$913,958						\$913,958
2001 - General Capital	\$786,218	\$2,043,548					\$2,829,766
2116 - Open Space - IF		\$500,000					\$500,000
<b>Total</b>	<b>\$1,700,176</b>	<b>\$2,543,548</b>					<b>\$4,243,724</b>
Unfunded		\$2,150,000	\$3,000,000				\$5,150,000



# Shields-Reid Park Revitalization



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$8,000,000

## Project Location

1410 Kelsey Street, Richmond, CA 94801

## Description

The Shields-Reid Park Renovation includes the construction of a new children's play area, bike pump track, stage and performance area, fitness zone, public art, habitat garden, tree shade area throughout the park, and lighting and fencing throughout the park.

## Project Information

Project ID	23028
Project Manager	Jene Levine-Snipes
Staff Time	
Planning & Design	\$198,008
Construction	\$1,781,136
Equipment	
Contingency/Other	
Estimated Start Date	06/07/2024
Estimated Completion Date	06/30/2025



## Status

Construction

## Justification

The project aligns with community and the City plans and priorities to improve safety, activate the park, and preserve cultural history.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
1006 - Outside Grant	\$675,114	\$1,979,144					\$2,654,258
<b>Total</b>	<b>\$675,114</b>	<b>\$1,979,144</b>					<b>\$2,654,258</b>
Unfunded							



# Soccer Fields-Restrooms-Parks



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$7,703,008

## Project Location

Wendell Park - 24th Street & Wendell Avenue, Shields-Reid Park - 1410 Kelsey Street, and Martin Luther King Jr. Park - Harbour Way & Virginia Avenue.

## Description

The project will improve three parks in Richmond: Martin Luther King, Jr. Park, Shields-Reid Park, and Wendell Park. The project focuses on enhancing the usability of these parks by renovating existing facilities, installing new amenities such as U13 soccer fields, and replacing natural grass with artificial turf at Shields-Reid Park.

## Project Information

Project ID	23046
Project Manager	Daniel Chavarria
Staff Time	
Planning & Design	\$589,038
Construction	\$7,113,970
Equipment	
Contingency/Other	
Estimated Start Date	03/01/2025
Estimated Completion Date	11/29/2025



## Status

Planning

## Justification

Investing in park improvements directly enhances Richmond residents' quality of life. Improved parks foster healthier lifestyles, encourage physical activity, and create spaces for relaxation and community building. These benefits not only improve individual well-being but also contribute to a more vibrant and attractive city.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
1306 - ARPA		\$7,703,008					\$7,703,008
<b>Total</b>		\$7,703,008					\$7,703,008
Unfunded							



# Street Paving



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$7,682,467

## Project Location

City-wide

## Description

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 year 2024-2025..

## Project Information

Project ID	01A05
Project Manager	Tawfic N. Halaby
Staff Time	\$1,000,000
Planning & Design	\$31,200
Construction	\$6,651,267
Equipment	
Contingency/Other	
Estimated Start Date	Annual
Estimated Completion Date	Ongoing



## Status

Program - Multiple phases within the fiscal year.

## Justification

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.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
1002 - Gas Tax		\$3,293,598	\$3,237,233	\$3,301,978	\$3,368,017	3,435,378	\$16,636,204
2001 - General Capital		\$4,388,869					\$4,388,869
<b>Total</b>		<b>\$7,682,467</b>	<b>\$3,237,233</b>	<b>\$3,301,978</b>	<b>\$3,368,017</b>	<b>\$3,435,378</b>	<b>\$21,025,073</b>



# Street Paving - SB1 - Cutting Harbour Way S. Bikeway



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$1,121,453

## Project Location

Cutting Boulevard (Garrard-Hoffman), Hoffman Boulevard (Cutting-Harbour Way South), Harbour Way South (HoffmanSouth Terminus)

## Description

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 Information

Project ID	SB115
Project Manager	Ken Cheng
Staff Time	
Planning & Design	
Construction	\$40,917
Equipment	
Contingency/Other	
Estimated Start Date	01/01/2022
Estimated Completion Date	06/30/2024



## Status

Construction

## Justification

implementing the recently adopted Ferry to Bridge to Greenway (F2B2G) Plan.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
1019 - SB1	\$655,743	\$40,917					\$696,660
<b>Total</b>	<b>\$655,743</b>	<b>\$40,917</b>					<b>\$696,660</b>
<i>Unfunded</i>							



# Street Sweeping Signs



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$550,000

## Project Location

Citywide

## Description

Public Works staff is inventorying street sweeping signs in the City. Sixteen subdivisions or neighborhoods have no signs. The City wants clear parking restrictions for everyone and fair enforcement. City staff requested \$550,000 from the General Fund for sign installation. This is an estimate while inventorying.

## Project Information

Project ID	23048
Project Manager	Taxfic N. Halaby
Staff Time	
Planning & Design	
Construction	\$550,000
Equipment	
Contingency/Other	
Estimated Start Date	07/01/2024
Estimated Completion Date	12/31/2024



## Status

Maintenance - Ongoing

## Justification

Installing street sweeping signs directly improves quality of life by facilitating efficient street cleaning, enhancing aesthetics, and promoting pedestrian and cyclist safety. Cleaner streets foster community pride, while well-maintained roads encourage active transportation and contribute to a more livable environment.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
2001 - General Capital		\$550,000					\$550,000
<b>Total</b>		<b>\$550,000</b>					<b>\$550,000</b>
Unfunded							



# Surface Drainage



Project Description Report  
 FY2024-2025 through FY2028-2029

Estimated Project Cost \$300,000 annually

## Project Location

City-wide

## Description

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.

## Project Information

Project ID	01C09
Project Manager	Daniel Chavarria
Staff Time	
Planning & Design	
Construction	\$300,000
Equipment	
Contingency/Other	
Estimated Start Date	Annual
Estimated Completion Date	Ongoing



## Status

Program - Multiple phases within the fiscal year.

## Justification

This project is mandated by Federal Law.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
2002 - Measure J		\$300,000					\$300,000
<b>Total</b>		<b>\$300,000</b>					<b>\$300,000</b>



# Traffic Calming Program



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$4,900,000

## Project Location

Citywide

## Description

The Traffic Calming Program handles citizen service requests, including traffic calming concerns, speed hump requests, signage and striping upgrades, and parking control. The program 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. Requests are received via the Traffic Calming Inquiry website. The program for FY24-25 also includes the design and construction of 14 of the 18 remaining locations from November 2022.

## Project Information

Project ID	23035
Project Manager	Josef Munoz
Staff Time	
Planning & Design	
Construction	\$3,218,752
Equipment	
Contingency/Other	
Estimated Start Date	Annual
Estimated Completion Date	Ongoing (Program) / Q2 FY24-25 (18 Locations)



## Status

Program - Multiple phases within the fiscal year. Staff and the consultants are evaluating and prioritizing new requests while moving forward in the design and construction phase for the remaining 14 approved locations from November 2022.

## Justification

The program is inline with the Richmond Local Road Safety Plan, Bicycle Master Plan and Pedestrian Plan by supporting the livability and vitality of residential and commercial areas through improvements in non-motorist safety, mobility, and comfort.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
2001 - General Capital	\$94,653	\$1,351,472					\$1,446,125
2002 - Measure J	\$32,720	\$1,867,280	\$400,000	\$400,000	\$400,000	\$400,000	\$3,500,000
<b>Total</b>	\$127,373	\$3,218,752	\$400,000	\$400,000	\$400,000	\$400,000	\$4,946,125
<i>Unfunded</i>							



# Traffic Safety Improvements



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$375,000

## Project Location

Citywide

## Description

The program focuses on reducing accidents and injuries, improving traffic flow, and creating a safe and equitable transportation environment for everyone.

## Project Information

Project ID	01B02
Project Manager	Robert Armijo
Staff Time	
Planning & Design	
Construction	\$375,000
Equipment	
Contingency/Other	
Estimated Start Date	Annual
Estimated Completion Date	Ongoing



## Status

Program - Multiple phases within the fiscal year

## Justification

The project is needed to improve traffic safety at several locations throughout the City.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
2002 - Measure J	Ongoing	\$375,000	\$300,000	\$300,000	\$300,000	\$300,000	\$1,575,000
<b>Total</b>		<b>\$375,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$1,575,000</b>
Unfunded							

# Traffic Signal Improvement 6th & Macdonald



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$446,430

## Project Location

6th Street and Macdonald Avenue

## Description

Traffic Signal is currently on flash mode. The traffic signal is in need of urgent repair and upgrade to ensure optimal operations and smooth traffic flow.

## Project Information

Project ID	23047
Project Manager	Ken Cheng
Staff Time	\$13,071
Planning & Design	
Construction	\$36,142
Equipment	
Contingency/Other	
Estimated Start Date	07/01/2024
Estimated Completion Date	12/31/2024



## Stat

Construction

## Justification

The urgent repair and upgrade of the malfunctioning traffic signal is critical for ensuring safety and efficient traffic flow at the intersection.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
2001 - General Capital		\$49,213					\$49,213
<b>Total</b>		\$49,213					\$49,213
Unfunded							



# Via Verdi Mitigation



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$4,500,000

## Project Location

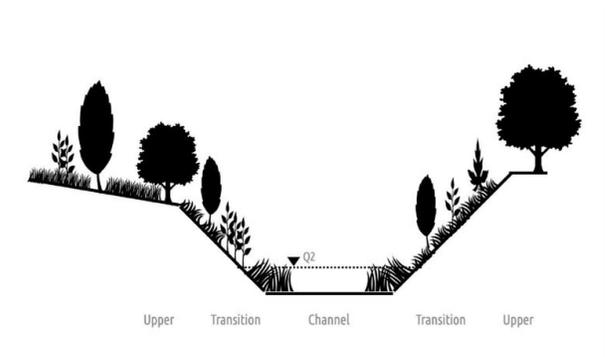
Creek adjacent to Greenwood Drive between Greenwood Court and Fordham Street

## Description

The Via Verdi Mitigation Project located on the Contra Costa College property of Rheem Creek. It is downstream of the current Rheem Creek Flood Reduction Project (there is about a 500 foot gap between the downstream extents of the current Rheem Creek Project and the upstream extents of the Via Verdi Mitigation Project).

## Project Information

Project ID	23049
Project Manager	Jeff Barich
Staff Time	
Planning & Design	\$400,000
Construction	\$4,100,000
Equipment	
Contingency/Other	
Estimated Start Date	04/01/2025
Estimated Completion Date	12/31/2025



## Status

Design

## Justification

Creek mitigation and monitoring are legally mandated for any project impacting a creek. These measures protect the environment, water quality, and mitigate flood risks. Non-compliance can result in legal penalties and harm to the ecosystem.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
2001 - General Capital		\$4,500,000					\$4,500,000
<b>Total</b>		<b>\$4,500,000</b>					<b>\$4,500,000</b>
Unfunded							



# Yellow Brick Road



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$8,512,695

## Project Location

Pennsylvania from 7th Street to 9th Street, 8th Street from Barrett Avenue to Pennsylvania Avenue.

## Description

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

## Project Information

Project ID	29113
Project Manager	Wendy Wellbrock
Staff Time	
Planning & Design	
Construction	\$198,061
Equipment	
Contingency/Other	
Estimated Start Date	06/09/2021
Estimated Completion Date	06/30/2024



## Status

Construction

## Justification

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

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
1017 - ECIA	\$2,020,375						\$2,020,375
1054 - Engineering Grant	\$6,160,917						\$6,160,917
2001 - General Capital	\$11,090	\$198,061					\$209,151
<b>Total</b>	<b>\$8,192,382</b>	<b>\$198,061</b>					<b>\$8,390,443</b>
Unfunded							



# Yellow Brick Road Clean, Green and Beautiful



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$5,029,955

## Project Location

Pennsylvania from 7th Street to 9th Street, 8th Street from Barrett Avenue to Pennsylvania Avenue.

## Description

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

## Project Information

Project ID	23032
Project Manager	Wendy Wellbrock
Staff Time	\$37,791
Planning & Design	
Construction	\$1,296,870
Equipment	
Contingency/Other	
Estimated Start Date	07/01/2024
Estimated Completion Date	12/31/2024



## Status

Bid/Award

## Justification

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

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
1054 - Engineering Grant	\$570,897	\$1,304,661					\$1,875,558
2001 - General Capital		\$30,000					\$30,000
<b>Total</b>	<b>\$570,897</b>	<b>\$1,334,661</b>					<b>\$1,905,558</b>
Unfunded							



# Public Works WRR Wastewater and Stormwater

## 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 Public Works. The wastewater collection system consists of 185 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



## Plan Highlights

### **Sanitary Sewer Brick Manhole Rehabilitation**

**Project Cost:** \$718,707

**Project Fund:** Wastewater

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.

### **Sanitary Sewer Pipeline Rehabilitation**

**Project Cost:** \$14,326,123

**Project Fund:** Wastewater

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.

### **Dornan Drive Force Main Sanitary Sewer Upgrades**

**Project Cost:** \$4,000,000

**Project Fund:** Wastewater

This project will replace the force main sanitary sewer line that is located on Dornan Drive. It has been associated with seven (7) sanitary sewer overflows (SSOs) from 2020 - 2023. This makes this project a high priority due to the environmental and safety impact to the public.

### **Wastewater Treatment Plant Critical Improvements (Grit & Aeration Project)**

**Project Cost:** \$55,382,952

**Project Fund:** Wastewater

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.





# Financial Summary Wastewater



**Public Works Department Water Resource Recovery Wastewater CIP Overview**

	FY2023-24 Adopted	FY2023-24 Actuals	FY2024-25 Adopted	FY2025-26 Proposed	FY2026-27 Proposed	FY2027-28 Proposed	FY2028-29 Proposed	5 Year Total
<b>Thru March 2024</b>								
<b>SOURCES BY FUND</b>								
Wastewater-4003		19,175,965	33,278,858	5,200,000	4,950,000	4,950,000	4,950,000	53,328,858
Wastewater Impact Fee-2120	-	63,843	250,000	250,000	250,000	250,000	250,000	1,250,000
<b>TOTAL SOURCES BY FUND</b>	<b>-</b>	<b>19,239,808</b>	<b>33,528,858</b>	<b>5,450,000</b>	<b>5,200,000</b>	<b>5,200,000</b>	<b>5,200,000</b>	<b>54,578,858</b>

<b>USES BY PROJECT</b>								
Cogeneration	3,705,458	-	-	-	-	-	-	-
Cutting Blvd. & Harbour Way S. Sewer	2,000,000	-	13,750,000	-	-	-	-	13,750,000
Dechlorination Sodium Bisulfite Tank (SBS)	1,084,722	-	-	-	-	-	-	-
Dornan Drive Force Main	4,000,000	309,601	879,869	-	-	-	-	879,869
Dornan Drive Tunnel Rehabilitation	-	-	2,600,000	-	-	-	-	2,600,000
Ferry Point Dornan Drive Pump Station	1,812,464	1,080,592	-	-	-	-	-	-
First and Bissell Sewer Rehabilitation	10,433	-	-	-	-	-	-	-
First Street Wet Weather	207,572	-	-	-	-	-	-	-
Grit and Aeration Replacement	25,718,462	4,381,025	81,307	-	-	-	-	81,307
Macdonald and Virginia Sewer Capacity	-	-	-	-	-	-	-	-
Marina Bay Parkway Force Main	64,608	-	-	-	-	-	-	-
S. 33rd Street Wet Weather	1,280,000	-	-	-	-	-	-	-
Sanitary Sewer Brick Manhole Rehabilitation Project	250,000	-	-	250,000	-	-	-	250,000
Sanitary Sewer/Design Cutting, Carlson, Hoffman	702,487	-	-	-	-	-	-	-
Sanitary Sewer Pipeline Rehab	541,588	-	4,500,000	1,200,000	1,200,000	1,200,000	1,200,000	9,300,000
Sanitary Sewer Point Repairs	311,984	124,962	-	-	-	-	-	-
Sanitary Sewer Repairs	2,735,069	584,569	7,325,000	4,000,000	4,000,000	4,000,000	4,000,000	23,325,000
Seismic Retrofit	8,449	-	-	-	-	-	-	-
WW 2017A Bond/Design & Eng Service	401,824	112,452	-	-	-	-	-	-
WW Macdonald & Virginia Sewer Capacity	79,593	-	-	-	-	-	-	-
WW Supervisory Control and Data Acquisition (SCADA) Upgrades	121,439	-	-	-	-	-	-	-
WWTP Manhole Replacement	-	-	750,000	-	-	-	-	750,000
WWTP Sludge Thickener Replacement	13,597,393	10,615	3,642,682	-	-	-	-	3,642,682
<b>TOTAL USES BY PROJECT</b>	<b>58,633,543</b>	<b>6,603,816</b>	<b>33,528,858</b>	<b>5,450,000</b>	<b>5,200,000</b>	<b>5,200,000</b>	<b>5,200,000</b>	<b>54,578,858</b>

<b>USES BY FUND</b>								
Wastewater CIP-4003	57,709,701	6,603,816	33,278,858	5,200,000	4,950,000	4,950,000	4,950,000	53,328,858
Wastewater Impact Fee-2120	923,842	-	250,000	250,000	250,000	250,000	250,000	1,250,000
<b>TOTAL USES BY FUND</b>	<b>58,633,543</b>	<b>6,603,816</b>	<b>33,528,858</b>	<b>5,450,000</b>	<b>5,200,000</b>	<b>5,200,000</b>	<b>5,200,000</b>	<b>54,578,858</b>

**FY2024-25 to FY2028-29 Capital Improvement Plan**



# Cutting Blvd. & Harbour Way S. Sewer Line Wet Weather Improvement Project



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$14,200,000

## Project Location

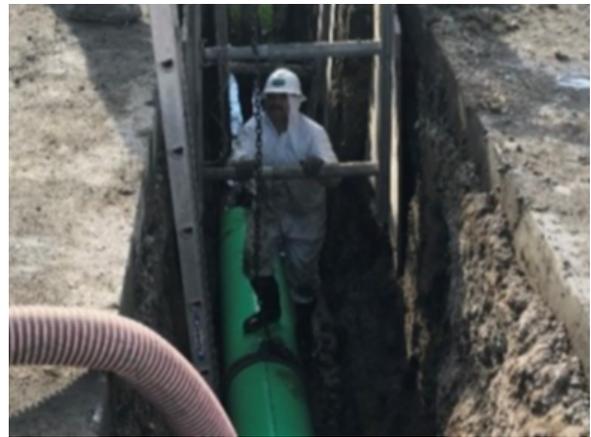
Multiple Sewer Lines located near or at Cutting Blvd and Harbour Way South

## Description

Repair/replace sewer lines with defects rated as requiring replacement. This project was listed in the 2018 Baykeeper Settlement Agreement as a Capital Improvement Project that would be replaced no later than December 31, 2025.

## Project Information

Project ID	22103
Project Manager	Mary Phelps
Staff Time	
Planning & Design	
Construction	\$13,750,000
Equipment	
Contingency/Other	
Estimated Start Date	07/01/2023
Estimated Completion Date	12/31/2026



## Status

Design

## Justification

This project is required to reduce Inflow and Infiltration (I&I) into the Sanitary Sewer Collection system. This will result in reduction of sanitary sewer overflows (SSOs).

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
4003 - Wastewater		\$13,750,000					\$13,750,000
<b>Total</b>		<b>\$13,750,000</b>					<b>\$13,750,000</b>
Unfunded							



# Dornan Drive Force Main Rehabilitation



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$4,000,000

## Project Location

Replacement of force main sanitary sewer line located on Dornan Drive from Western Drive to Brickyard Cove Road

## Description

Replace Force Main sanitary sewer line on Dornan Drive from Western Drive to Brickyard Cove Road.

## Project Information

Project ID	01Z10
Project Manager	Jeff Barich
Staff Time	
Planning & Design	
Construction	\$879,869
Equipment	
Contingency/Other	
Estimated Start Date	10/01/2023
Estimated Completion Date	09/30/2024



## Status

Construction

## Justification

There have been seven (7) sanitary sewer overflows on Dornan Drive over the past five (5) years. This is due to the weakened structure and integrity of the force main line. These breaks result in costly repairs, and potential discharge of untreated sewage to the San Francisco Bay. The line needs to be replaced to prevent further damage and sewer overflows from occurring.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
4003 - Wastewater	\$309,601	\$879,869					\$1,189,470
<b>Total</b>	<b>\$309,601</b>	<b>\$879,869</b>					<b>\$1,189,470</b>
Unfunded							



# Dornan Drive Tunnel Rehabilitation



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$2,600,000

## Project Location

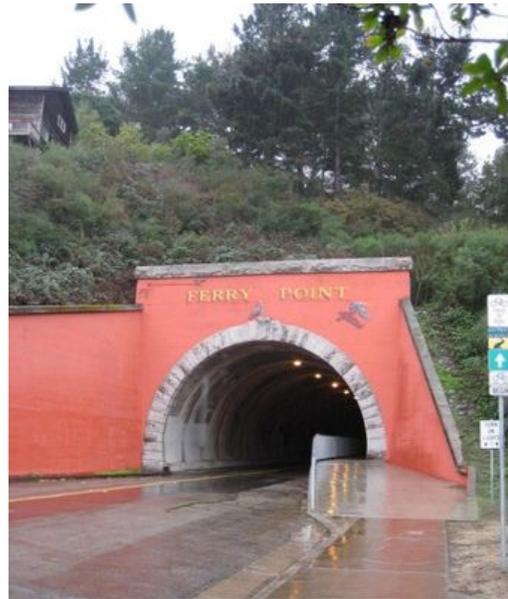
Dornan Drive Tunnel, S. Garrard Blvd

## Description

Replaces existing 6" Dornan Drive sanitary sewer force main line (approximately 4,600 lf).

## Project Information

Project ID	22110
Project Manager	Mary Phelps
Staff Time	
Planning & Design	
Construction	\$2,600,000
Equipment	
Contingency/Other	
Estimated Start Date	07/01/2024
Estimated Completion Date	TBD



## Status

Planning

## Justification

Several sanitary sewer overflows (SSOs) have occurred on this force main line due to failure from age. The State Waterboard requires the City to eliminate/reduce all SSOs in each Municipal Sewer District.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
4003 - Wastewater		\$2,600,000					\$2,600,000
<b>Total</b>		\$2,600,000					\$2,600,000
Unfunded							



# Grit and Aeration Replacement



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$55,382,952

## Project Location

Richmond Wastewater Treatment Plant

## Description

This project will replace the aging and unreliable infrastructure, improve treatment operating efficiency, comply with future discharge regulations and improve the functionality of the existing WWTP.

## Project Information

Project ID	01X10
Staff Time	
Planning & Design	
Construction	\$81,307
Equipment	
Contingency/Other	
Estimated Start Date	03/29/2021
Estimated Completion Date	06/30/2023



## Status

Construction

## Justification

This project will improve treatment operating efficiency, comply with future discharge regulations, and improve the functionality of the existing WWTP.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
4003 - Wastewater	\$45,540,523	\$81,307					\$45,621,830
<b>Total</b>	<b>\$45,540,523</b>	<b>\$81,307</b>					<b>\$45,621,830</b>
Unfunded							



# Manhole Replacement Project



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$1,750,000

## Project Location

Various locations throughout the sanitary sewer collection system.

## Description

Replace brick manholes throughout the Richmond Municipal Sewer District and replace clean-outs with new manholes to provide better access for cleaning and maintaining the sanitary sewer lines.

## Project Information

Project ID	01D10
Project Manager	Mary Phelps
Staff Time	
Planning & Design	
Construction	\$750,000
Equipment	
Contingency/Other	
Estimated Start Date	Annual
Estimated Completion Date	Ongoing



## Status

On-going

## Justification

The Richmond Municipal Sewer District has records of Brick Manholes that are more than 100 years old that need to be replaced. Several sanitary sewer lines have small "clean-outs" at the end of the lines. These clean-outs are small and make it difficult for operations' crews to get equipment into the line to clean and/or operate camera equipment. These clean-outs should be replaced with full-sized manholes if the site allows it (no interference with utilities, other assets, etc.).

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
4003 - Wastewater	Ongoing	\$750,000	\$250,000	\$250,000	\$250,000	\$250,000	\$1,750,000
<b>Total</b>		<b>\$750,000</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$1,750,000</b>
Unfunded							



# Sanitary Sewer Brick Manhole Repairs



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$718,707

## Project Location

Various locations throughout the sanitary sewer collection system.

## Description

Replace brick manholes throughout the Richmond Municipal Sewer District and replace clean-outs with new manholes to provide better access for cleaning and maintaining the sanitary sewer lines.

## Project Information

Project ID	22235
Project Manager	Mary Phelps
Staff Time	
Planning & Design	
Construction	\$250,000
Equipment	
Contingency/Other	
Estimated Start Date	Annual
Estimated Completion Date	Ongoing



## Status

Ongoing

## Justification

The Richmond Municipal Sewer District has records of Brick Manholes that are more than 100 years old that need to be replaced. Several sanitary sewer lines have small "clean-outs" at the end of the lines. These clean-outs are small and make it difficult for operations' crews to get equipment into the line to clean and/or operate camera equipment. These clean-outs should be replaced with full-sized manholes if the site allows it (no interference with utilities, other assets, etc.).

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
2120 - Wastewater Impact Fees	\$220,810	\$250,000					\$470,810
4003 - Wastewater	\$247,897						\$247,897
<b>Total</b>	<b>\$468,707</b>	<b>\$250,000</b>					<b>\$718,707</b>
Unfunded							



# Sanitary Sewer Pipeline Rehabilitation



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$14,326,123

## Project Location

Various locations throughout the sanitary sewer collection system.

## Description

Replace/repair annually a minimum of 2 miles of Grade 5 defective sanitary sewer gravity lines.

## Project Information

Project ID	22234
Project Manager	Mary Phelps
Staff Time	
Planning & Design	
Construction	\$4,500,000
Equipment	
Contingency/Other	
Estimated Start Date	Annual
Estimated Completion Date	Ongoing

## Status

Ongoing

## Justification

Requirement of the 2018 Baykeeper Settlement Agreement

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
4003 - Wastewater	\$4,484,535	\$4,500,000	\$1,200,000	\$1,200,000	\$1,200,000	\$1,200,000	\$13,784,535
<b>Total</b>	<b>\$4,484,535</b>	<b>\$4,500,000</b>	<b>\$1,200,000</b>	<b>\$1,200,000</b>	<b>\$1,200,000</b>	<b>\$1,200,000</b>	<b>\$13,784,535</b>
Unfunded							



# Sanitary Sewer Repairs



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$25,416,620

## Project Location

Multiple locations throughout the Richmond Municipal Sewer District

## Description

Repair or replace sanitary sewer lines in the Richmond Municipal Sewer District with Grade 5, as rated by operators certified by the National Association of Sewer Service Companies (NASSCO).

## Project Information

Project ID	22230
Project Manager	Mary Phelps
Staff Time	
Planning & Design	
Construction	\$7,325,000
Equipment	
Contingency/Other	
Estimated Start Date	07/01/2024
Estimated Completion Date	Ongoing



## Status

Ongoing construction

## Justification

Paragraph 32 of the Baykeeper Settlement Agreement requires the City of Richmond to repair or replace ten (10) miles of Grade 5 defective sanitary sewer lines on a ten (10) year rolling average.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
4003 - Wastewater	\$5,798,831	\$7,325,000	\$4,000,000	\$4,000,000	\$4,000,000		\$25,123,831
<b>Total</b>	<b>\$3,976,917</b>	<b>\$7,325,000</b>	<b>\$4,000,000</b>	<b>\$4,000,000</b>	<b>\$4,000,000</b>		<b>\$25,123,831</b>
Unfunded							



# WWTP Sludge Thickener



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$16,058,781

## Project Location

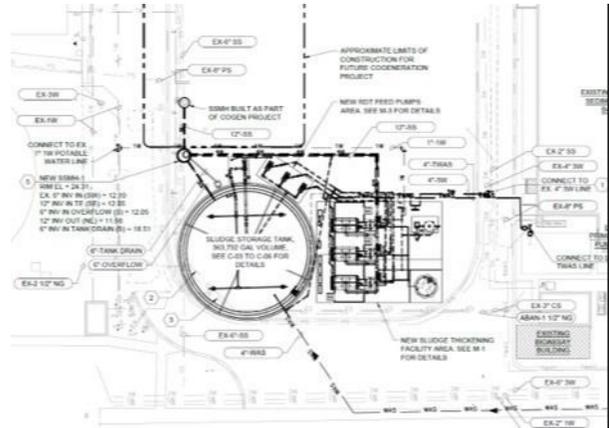
Richmond Wastewater Treatment Plant

## Description

The Richmond WWTP Sludge Thickener Project will remove and replace the aging and unreliable dissolved air flotation thickener (DAFT) with efficient, reliable sludge thickener facilities compatible with the Wastewater Treatment Plant's (WWTP's) current and future treatment processes.

## Project Information

Project ID	01M10
Project Manager	Jeff Barich
Staff Time	
Planning & Design	
Construction	\$3,642,682
Equipment	
Contingency/Other	
Estimated Start Date	10/01/2024
Estimated Completion Date	09/30/2025



## Status

Construction

## Justification

The City of Richmond has historically utilized a DAFT to thicken waste activated sludge (WAS) generated by the secondary treatment process prior to digestion and further treatment at the WWTP. As reported in both the 2010 WWTP Richmond Master Plan and 2016 Facility Plan Update, the DAFT was constructed in 1967 and has reached the end of its useful life and should be replaced..

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
4003 - Wastewater	\$1,085,972	\$3,642,682					\$4,728,654
<b>Total</b>	\$1,085,972	\$3,642,682					\$4,728,654
Unfunded							



# Financial Summary Stormwater



**Public Works Department Water Resource Recovery Stormwater CIP Overview**

	FY2023-24 Adopted	FY2023-24 Actual	FY2024-25 Adopted	FY2025-26 Proposed	FY2026-27 Proposed	FY2027-28 Proposed	FY2028-29 Proposed	5 Year Total
<b>3/31/2024</b>								
<b>SOURCES BY FUND</b>								
ARPA-1306								
General Capital-2001	650,000	650,000						
Stormwater Grant-4006	2,009,680		797,591					797,591
<b>TOTAL SOURCES BY FUND</b>	<b>2,659,680</b>	<b>650,000</b>	<b>797,591</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>797,591</b>

<b>USES BY PROJECT</b>								
Flood Risk Reduction Rheem Creek	2,154,795	671,164	797,591					797,591
Full Trash Capture Facilities	2,469,306	1,647,438						-
North Richmond Pump Station	359,203							-
Stormwater Infrastructure	750,000		750,000					750,000
								-
<b>TOTAL USES BY PROJECT</b>	<b>5,733,305</b>	<b>2,318,602</b>	<b>1,547,591</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,547,591</b>

<b>USES BY FUND</b>								
ARPA-1306	325,570	-	750,000	-	-	-	-	750,000
General Capital-2001	33,633							
Stormwater Grant-4006	5,374,102	2,318,602	797,591	-	-	-	-	797,591
<b>TOTAL USES FUND</b>	<b>5,733,305</b>	<b>2,318,602</b>	<b>1,547,591</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,547,591</b>

**FY2024-25 to FY2028-29 Capital Improvement Plan**



# Flood Risk Reduction - Rheem Creek



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$2,880,244

## Project Location

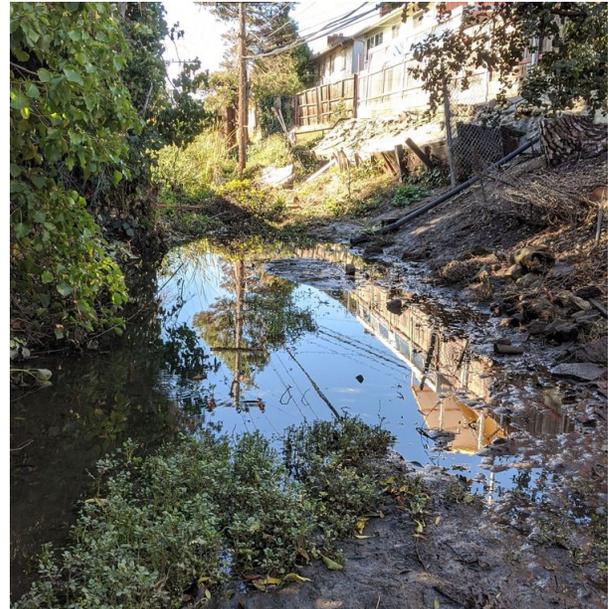
Fordham Street and Greenwood Drive, Richmond CA

## Description

The project will restore 1500 lineal feet of Rheem Creek to address creek overflows and flooding in the Rollingwood community. The project includes removal of invasive species, excessive sediment, grading a geographically stable channel, replacement of two storm drain outfalls, and planting native riparian vegetation to improve creek habitat.

## Project Information

Project ID	22A02
Project Manager	Jeff Barich
Staff Time	\$70,000
Planning & Design	\$3,795
Construction	\$747,990
Equipment	
Contingency/Other	
Estimated Start Date	09/01/2023
Estimated Completion Date	12/31/2024



## Status

Construction

## Justification

To address creek overflows and flooding in the area.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
2001 - General Capital	\$33,633	\$24,195					\$57,828
4006 - Stormwater	\$731,580	\$797,591					\$1,529,171
<b>Total</b>	<b>\$765,213</b>	<b>\$821,786</b>					<b>\$1,586,999</b>
Unfunded							



# Stormwater Infrastructure



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$750,000

## Project Location

Citywide

## Description

The project will restore 1500 lineal feet of Rheem Creek to address creek overflows and flooding in the Rollingwood community. The project includes removal of invasive species, excessive sediment, grading a geographically stable channel, replacement of two storm drain outfalls, and planting native riparian vegetation to improve creek habitat.

## Project Information

Project ID	22107
Project Manager	Mary Phelps
Staff Time	
Planning & Design	
Construction	\$750,000
Equipment	
Contingency/Other	
Estimated Start Date	February 1, 2024
Estimated Completion Date	November 1, 2027

## Status

Construction

## Justification

Health and safety.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
1306 - ARPA		\$750,000					\$750,000
<b>Total</b>		\$750,000					\$750,000
Unfunded							



# Public Works Equipment Services and Replacement

## 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

### Vehicles and Equipment

**Project Cost: \$5,65,000**

**Project Fund: Public Works Equipment Services**

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.



# Financial Summary



**Public Works Department - Equipment Services CIP Overview**

	FY2023-24 Adopted	FY2023-24 Actual	FY2024-25 Adopted	FY2025-26 Proposed	FY2026-27 Proposed	FY2027-28 Proposed	FY2028-29 Proposed	5 Year Total
	<b>3/31/2024</b>							
<b>SOURCES BY FUND</b>								
Public Works Equipment Services-5003	12,635,182	6,906,203	5,885,000	-	-	-	-	5,885,000
<b>TOTAL SOURCES BY FUND</b>	<b>12,635,182</b>	<b>6,906,203</b>	<b>5,885,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,885,000</b>

<b>USES BY PROJECT</b>								
Fire Vehicles - 03A04	3,541,239	3,309,048	2,460,000					2,460,000
Other City Equipment - 03D04	510,022	293,517	25,000					25,000
Other City Vehicles - 03C04	5,952,828	2,201,846	1,935,000					1,935,000
Police Vehicles - 03B04	2,631,092	1,101,791	1,465,000					1,465,000
<b>TOTAL USES BY PROJECT</b>	<b>12,635,182</b>	<b>6,906,203</b>	<b>5,885,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,885,000</b>

<b>USES BY FUND</b>								
Public Works Equipment Services-5003	12,635,182	6,906,203	5,885,000	-	-	-	-	5,885,000
<b>TOTAL USES BY FUND</b>	<b>12,635,182</b>	<b>6,906,203</b>	<b>5,885,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,885,000</b>

**FY2024-25 to FY2028-29 Capital Improvement Plan**



# Vehicles and Equipment Replacement



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$5,885,000

## Project Location

Citywide

## Description

The procurement of public safety vehicles, off-road construction equipment, sedans and pickups. The project will replace or upgrade the existing fleet and equipment for the Department of Public Works. The vehicles and equipment will assist in paving, street sweeping, traffic light maintenance and emergency responses for the city.

## Project Information

Project ID	03A04, 03D04, 03C04, 03B04
Project Manager	Dee Karnes
Staff Time	
Planning & Design	
Construction	
Equipment	\$5,885,000
Contingency/Other	
Estimated Start Date	07/01/2024
Estimated Completion Date	06/30/2025



## Status

Equipment Purchase - In Progress

## Justification

To aide the city to respond in emergencies and daily operational needs.



## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
5003 - PW Equip. Services (03A04)		\$2,460,000					\$2,460,000
5003 - PW Equip. Services (03D04)		\$25,000					\$25,000
5003 - PW Equip. Services (03C04)		\$1,935,000					\$1,935,000
5003 - PW Equip. Services (03B04)		\$1,465,000					\$1,465,000
<b>Total</b>		<b>\$5,885,000</b>					<b>\$5,885,000</b>
<i>Unfunded</i>		<i>\$2,750,000</i>					<i>\$2,750,000</i>



# Community Services Department Recreation

## Mission

Community Services-Recreation is dedicated to enriching the quality of life in Richmond through its programs, facilities, and cultural events.

## Overview

The primary function of Community Service-Recreation is to provide recreational experiences that enhance active health and wellness lifestyles for all age groups. We provide rental opportunities at our facilities for various types of events. We also provide opportunities to strengthen community image and protect environmental resources through engaging our community in beautification programs.



**Nicholl Park Playlot**



**Safe Community Facilities**

**Plan Highlights:**

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

Project Cost: \$485,000

Funding Source: CDBG

ADA Improvements throughout the facility – mandated by state law.

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

Project Cost: \$450,000

Funding Source: CDBG

ADA Improvements throughout the facility mandated by state law.

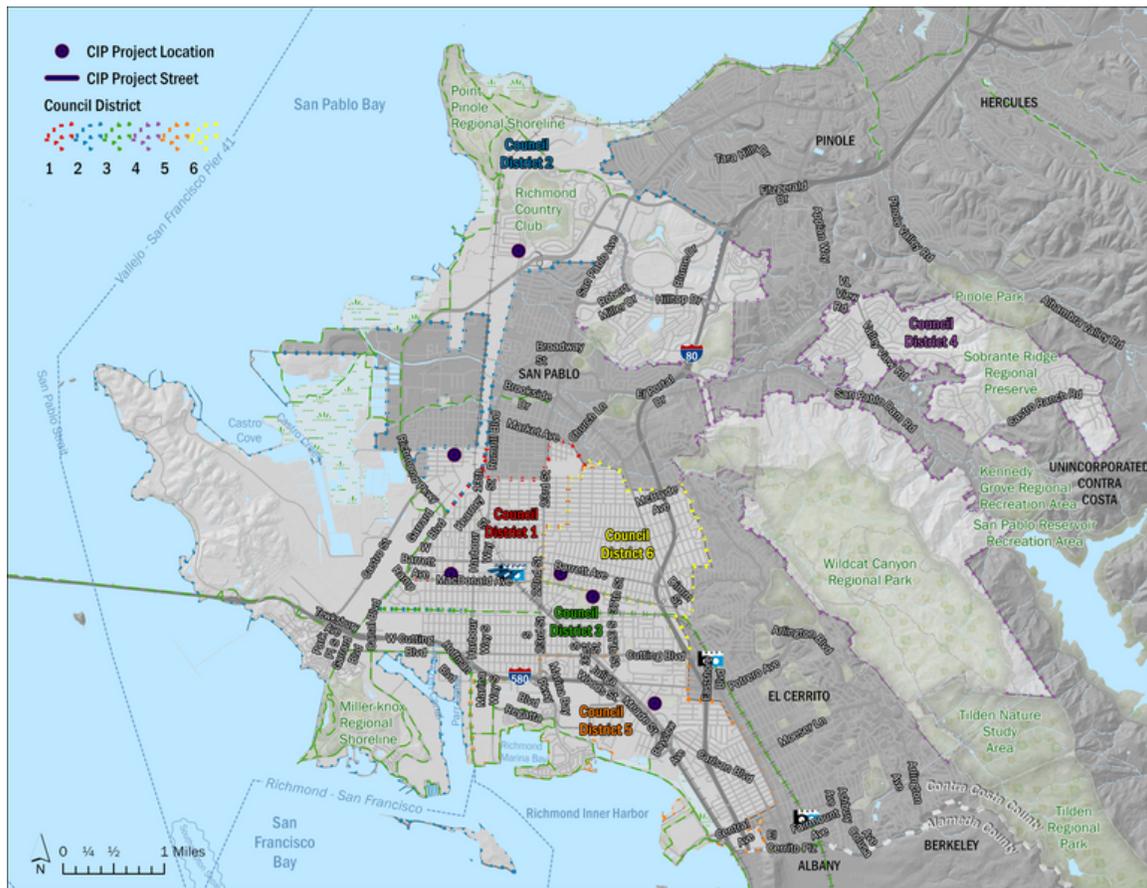
**Auditorium Convention Center Upgrades**

Project Cost: \$500,000

Funding Source: General Capital

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

## Project Map



# Financial Summary



Community Services Department Recreation CIP Overview

	FY2023-24 Adopted	FY2023-24 Actuals Thru March 2024	FY2024-25 Adopted	FY2025-26 Proposed	FY2026-27 Proposed	FY2027-28 Proposed	FY2028-29 Proposed	5 Year Total
<b>SOURCES BY FUND</b>								
Housing-1201								-
ARPA-1306								-
General Capital-2001	3,079,725							-
<b>TOTAL SOURCES BY FUND</b>	<b>3,079,725</b>	-	-	-	-	-	-	-
<b>USES BY PROJECT</b>								
American with Disabilities Act (ADA) Booker T. Anderson Community Center	485,000	-	335,000					335,000
American with Disabilities Act (ADA) Parchester Community Center	441,481	-	415,636					415,636
Auditorium Convention Center Upgrades	802,976	218,450						-
Booker T. Anderson (BTA) Center HVAC	500,000	-	89,880					89,880
Booker T. Anderson (BTA) Center Infrastructure	1,000,000	8,733	286,157					286,157
Nevin Center HVAC	1,064,750	-	52,750	1,012,000				1,064,750
Recreation Center HVAC	1,114,975	-	36,775	1,078,200				1,114,975
Shields-Reid Community Center HVAC Upgrade	1,027,250	-	-	100,000	927,250			1,027,250
<b>TOTAL USES BY PROJECT</b>	<b>6,436,431</b>	<b>227,182</b>	<b>1,216,198</b>	<b>2,190,200</b>	<b>927,250</b>	-	-	<b>4,333,648</b>
<b>USES BY FUND</b>								
Housing-1201	926,481	-	750,636	-	-	-	-	750,636
ARPA-1306	3,679,725	8,733	376,037	-	-	-	-	376,037
General Capital - Recreation-2001	1,830,226	218,450	89,525	2,190,200	927,250	-	-	3,206,975
<b>TOTAL USES BY FUND</b>	<b>6,436,431</b>	<b>227,182</b>	<b>1,216,198</b>	<b>2,190,200</b>	<b>927,250</b>	-	-	<b>4,333,648</b>

FY2024-25 to FY2028-29 Capital Improvement Plan



# Americans with Disabilities Act (ADA) Booker T. Anderson



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$487,569

## Project Location

960 S 47th St, Richmond, CA 94804

## Description

Project was originally scoped for ADA Facility Improvements. Scope to be determined for FY2024-25.

## Project Information

Project ID	03D06
Project Manager	TBD
Staff Time	
Planning & Design	
Construction	\$335,000
Equipment	
Contingency/Other	
Estimated Start Date	TBD
Estimated Completion Date	TBD



## Status

Inactive

## Justification

Mandated by State law.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
1201 - CDBG	\$60,875	\$335,000					\$395,875
<b>Total</b>	\$60,875	\$335,000					\$395,875
Unfunded							



# Americans with Disabilities Act (ADA) Parchester Center



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$415,636

## Project Location

900 Williams Dr, Richmond, CA 94806

## Description

Project was originally scoped for ADA Facility Improvements. Scope to be determined for FY2024-25.

## Project Information

Project ID	03F06
Project Manager	TBD
Staff Time	
Planning & Design	
Construction	\$415,636
Equipment	
Contingency/Other	
Estimated Start Date	TBD
Estimated Completion Date	TBD



## Status

Inactive

## Justification

Mandated by State law.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
1201 - CDBG	\$571,160	\$415,638					\$986,796
<b>Total</b>	<b>\$571,160</b>	<b>\$415,638</b>					<b>\$986,796</b>
Unfunded							



# Booker T. Anderson Center HVAC



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$500,000

## Project Location

960 S. 47th Street, Richmond, CA 94804

## Description

The facility's HVAC system is beyond its useful life and needs to be replaced. The new unit will be more energy efficient and will provide the necessary heating, ventilation, and air conditioning for the facility.

## Project Information

Project ID	AR247
Project Manager	Josef Munoz
Staff Time	
Planning & Design	
Construction	\$89,880
Equipment	
Contingency/Other	
Estimated Start Date	02/01/2024
Estimated Completion Date	09/30/2024



## Status

Construction

## Justification

Deferred maintenance issues that need to be addressed.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
1306 - ARPA		\$89,880					\$89,880
<b>Total</b>		<b>\$89,880</b>					<b>\$89,880</b>
<i>Unfunded</i>							



# Booker T. Anderson Center Infrastructure



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$1,000,000

## Project Location

960 S. 47th Street, Richmond, CA 94804

## Description

This project aims to revitalize and further enhance the community center to better serve the needs of the community. The upgrades will focus on improving accessibility, functionality, security and esthetics of the center, creating a more welcoming and inclusive space for all residents.

## Project Information

Project ID	23045
Project Manager	Josef Munoz
Staff Time	
Planning & Design	
Construction	\$286,157
Equipment	
Contingency/Other	
Estimated Start Date	02/01/2024
Estimated Completion Date	12/31/2024



## Status

Construction

## Justification

The proposed revitalization of the community center is a necessary investment to enhance the quality of life for the residents.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
1306 - ARPA	\$8,733	\$286,157					\$294,890
<b>Total</b>	\$8,733	\$286,157					\$294,890
Unfunded							



# Nevin Center HVAC



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$1,075,000

## Project Location

598 Nevin Ave, Richmond, CA 94801

## Description

The facility's HVAC system is beyond its useful life and needs to be replaced. The new unit will be more energy efficient and will provide the necessary heating, ventilation, and air conditioning for the facility.

## Project Information

Project ID	AR232
Project Manager	Josef Munoz
Staff Time	
Planning & Design	\$52,750
Construction	
Equipment	
Contingency/Other	
Estimated Start Date	07/01/2026
Estimated Completion Date	12/31/2026



## Status

Queued

## Justification

Deferred maintenance issues that need to be addressed.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
1306 - ARPA	\$10,250						\$10,250
2001 - General Capital		\$52,750	\$1,012,000				\$1,064,750
<b>Total</b>	<b>\$10,250</b>	<b>\$52,750</b>	<b>\$1,012,000</b>				<b>\$1,075,000</b>
<i>Unfunded</i>							



# Recreation Center HVAC



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$1,140,000

## Project Location

3230 Macdonald Ave, Richmond, CA 94804

## Description

The facility's HVAC system is beyond its useful life and needs to be replaced. The new unit will be more energy efficient and will provide the necessary heating, ventilation, and air conditioning for the facility.

## Project Information

Project ID	AR233
Project Manager	Josef Munoz
Staff Time	
Planning & Design	\$36,775
Construction	
Equipment	
Contingency/Other	
Estimated Start Date	01/01/2026
Estimated Completion Date	12/31/2026



## Status

Queued

## Justification

Deferred maintenance issues that need to be addressed.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
1306 - ARPA	\$25,025						\$25,025
2001 - General Capital		\$36,775	\$1,078,200				\$1,114,975
<b>Total</b>	<b>\$25,025</b>	<b>\$36,775</b>	<b>\$1,078,200</b>				<b>\$1,140,000</b>
<i>Unfunded</i>							



# Library

## Mission:

The Richmond Public Library provides outstanding and diverse materials and services to help our community meet their personal, cultural, educational, and professional needs. The library is committed to supporting a lifelong enjoyment of reading and learning.

## Overview:

The Richmond Public Library provides books, movies, newspapers, and magazines, both in print and digital, access to computers and the internet, and literacy, GED, and high school completion educational services. The Library operates the Main Library and Literacy for Every Adult Project (LEAP) in Civic Center Plaza, Bayview Branch Library in South Richmond, and West Side Branch Library in Point Richmond, as well as bringing services and programs to the community throughout the City of Richmond.



## Plan Highlights

### Revitalizing the Richmond Main Library

**Project Cost: \$29,569,469**

**Funding Sources: State Grant, ARPA, Library Impact Fee and General Capital**

Addressing critical maintenance and life-safety issues throughout the building (Building Forward Grant) and renovation of interior spaces to create additional public spaces and modernize operations and services.

As of June 2024, the Main Library renovation project is completing schematic design phase, during which the team develops preliminary cost estimates and architectural plans for the renovated library. It is during this phase when community input, functional needs, and innovative design ideas begin to synthesize and form an exciting plan for the building.

Prior to schematic design phase, a robust outreach phase recorded 2,633 comments from 531 residents who shared their hopes and dreams for the library. Richmond residents participated in focus groups and community meetings. Residents took a survey to share their ideas for library service and needs for library design. Outreach was conducted in both Spanish and English. Participants asked for:

- Comfortable reading spaces and quiet spaces to work and study
- More space for children's materials and activities
- Rooms for meetings or classes
- A café and an ability to eat, drink and converse
- Modern restrooms
- Access to computers, charging stations, copying and printing services
- Public Art representing the history and vibrancy of Richmond

In addition, residents were surveyed regarding the concept of a multi-stall 'universal' restroom for adults, a modern restroom layout that is fully inclusive of all gender identities and reduces the problem of bathroom lines. Attendees at an in-person meeting voted 24-8 in favor of the universal restroom concept. As of May 15, online surveys about this restroom style have received 93 votes in favor, with 54 opposed.

The current design for the renovation includes features identified by the community, such as reservable meeting and study rooms, a dedicated teen space, increased space in the children's area, a place for eating and drinking, improved access to technology for adults and children, and a dedicated space for Richmond historical materials. The plan also includes a multi-stall gender neutral restroom for adults, in addition to a single-use all-gender restroom and two dedicated family restrooms.

Initial cost estimates indicate that additional funding will be needed for several important features of the renovation:

- A replacement roof
- New solar panels
- A covered trash enclosure
- A larger generator and supporting systems to allow the library to serve as a resiliency and cooling center during climate emergencies.

The project is seeking additional funding to support these elements.

A geotechnical investigation and hazmat analysis have been completed. The team had a productive study session with the Historic Preservation Commission and has introduced the Richmond Arts and Culture Commission to the project for future assistance with recruitment and selection of artists. Design development is expected to begin this summer, with construction documents and permitting taking place in fall and winter of 2024.

### Library Bookmobile Replacement

**Project Cost: \$320,000**

**Funding Sources: State Grant and Library Impact Fee**

Design and procure a replacement for the 1995 Bookmobile which has reached the end of its service life. The new Bookmobile will accommodate additional service at parks and community sites.

On June 7, 2022, the City Council approved a resolution to accept and appropriate a \$250,000 grant from the California State Library for the purchase of a new bookmobile for Richmond Public Library (Resolution 74-22). On February 6, 2024, City Council approved the appropriation of up to \$400,000 in Environmental and Community Investment Act transportation funding to support the purchase of an all-electric bookmobile (Resolution 7-24). The project is additionally funded by \$70,000 in grant matching funds from Library impact fees. On May 7, 2024, Council approved a contract with Farber Specialty Vehicles, Inc for construction and delivery of the vehicle.

The City of Richmond, through its Climate Action Plan and various City Council actions, has indicated its support for lowering greenhouse gas emissions and green innovation. An all-electric bookmobile supports these goals by enabling mobile library services with zero tailpipe emissions and providing a model for the various uses of electric vehicles. Working with a consultant from Specialty Vehicle Services, the Library



developed a set of desired vehicle specifications. The new bookmobile will have a range of 150 miles on a full charge, two doors for patron access, and flexible modular shelving. We anticipate delivery on or before March 31, 2026.

**Bayview Branch Backyard redesign**

**Project Cost: 40,000**

**Funding Source: Impact Fees**

This project would contract with a landscape designer to design and manage the installation of user-friendly, low-maintenance synthetic turf and seating in the enclosed courtyard of Bayview Branch. This project would substantially add to the amount of usable and enjoyable space at Bayview Branch Library, which is 1,980 square feet and does not have a dedicated program or meeting room. The backyard space, which has controlled access through the library building, is fenced in but is open ground and unmaintained patio. The area is not currently safe for patrons.

**Replace garage door in Bookmobile garage**

**Project Cost: 15,000**

**Funding Source: Impact Fees**

The E&T building at 330 25th St is also home to the library's bookmobile garage. The garage has two doors so that large vehicles can easily pull through. However, the west door (farthest from the library) is not functional. It has been diagnosed as needing a replacement. The Library's former (and future) bookmobile is 28' feet long, which makes backing in and out of spaces a challenge. In addition, the bookmobile shares a garage space with the library's delivery vehicle, so sometimes two vehicles need to maneuver in the space. To maintain the garage in good working order, two functional doors are needed.

**Repair roof of Bookmobile Garage**

**Project Cost: tbd**

**Funding Source: tbd**

Repair/replace the roof of the bookmobile garage so that it is weather proof and the bookmobile can park there without damage. Rain has been leaking in through the ceiling in two spots (along beams near both the front and back entrances) leading to damage and rust. The City is investing in a new electric bookmobile, and the garage needs to be in shape for it to safely park there without damage. Previously, the leaks may have led to partial ceiling collapse inside the garage when ceiling material became rotten and soggy.





# Financial Summary



### Community Services Department Library CIP Overview

	FY2023-24 Adopted	FY2023-24 Actuals Thru March 2024	FY2024-25 Adopted	FY2025-26 Proposed	FY2026-27 Proposed	FY2027-28 Proposed	FY2028-29 Proposed	5 Year Total
<b>SOURCES BY FUND</b>								
Library Grant-1005	8,560,270	196,057	964,628	8,560,270				9,524,898
ARPA-1306								-
Library Impact Fee-2117								-
General Capital-2001	16,893,377	5,000						-
<b>TOTAL SOURCES BY FUND</b>	<b>25,453,647</b>	<b>201,057</b>	<b>964,628</b>	<b>8,560,270</b>	-	-	-	<b>9,524,898</b>
<b>USES BY PROJECT</b>								
Bookmobile - New	390,000	65,123	140,000					140,000
Courtyard Enclosure - Main Library	-	-	382,000					382,000
Main Library Remodel	29,926,577	529,370	1,362,904	25,453,647				26,816,551
<b>TOTAL USES BY PROJECT</b>	<b>30,316,577</b>	<b>594,493</b>	<b>1,884,904</b>	<b>25,453,647</b>	-	-	-	<b>27,338,551</b>
<b>USES BY FUND</b>								
Library Grant-1005	9,955,899	196,057	70,000	8,560,270				8,630,270
ARPA-1306	2,258,113	328,313	298,716					298,716
Library Impact Fee-2117	1,204,188	65,123	1,516,188					1,516,188
General Capital-2001	16,898,377	5,000		16,893,377				16,893,377
<b>TOTAL USES BY FUND</b>	<b>30,316,577</b>	<b>594,493</b>	<b>1,884,904</b>	<b>25,453,647</b>	-	-	-	<b>27,338,551</b>

### FY2024-25 to FY2028-29 Capital Improvement Plan



# Bookmobile - New



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$320,000

## Project Location

Citywide

## Description

Custom vehicle for outreach to schools and community sites.

## Project Information

Project ID	24G09
Project Manager	Dee Karnes
Staff Time	
Planning & Design	
Construction	
Equipment	\$320,000
Contingency/Other	
Estimated Start Date	07/01/2024
Estimated Completion Date	06/30/2025



## Status

Equipment Purchase - In Progress

## Justification

The current Library Bookmobile entered service in 1995 and has been removed from service as its diesel engine prevents registration renewal. In addition, the current bookmobile's size and design present challenges to the service. The Library has secured a \$250,000 grant from the California State Library for the design and procurement of a replacement vehicle.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
1005 - Library Grant		\$70,000					\$70,000
2117 - Library Impact Fee	\$65,123	\$70,000					\$135,123
<b>Total</b>	\$65,123	\$140,000					\$205,123
Unfunded							



# Courtyard Enclosure - Main Library



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$382,000

## Project Location

325 Civic Center Plaza, Richmond, CA 94804

## Description

Construct wrought-iron style fencing atop or inside of existing low brick wall; double gate with crash bar for exit. Project is expected to be completed with renovation of Main Library.

## Project Information

Project ID	N/A
Staff Time	
Planning & Design	
Construction	\$382,000
Equipment	
Contingency/Other	
Estimated Start Date	07/01/2025
Estimated Completion Date	03/31/2027



## Status

Planning - staff is working on a proposal.

## Justification

The Library Courtyard is a contributing historic element of the design of the Main Library. Uncontrolled access to the Courtyard has led to ongoing issues with misuse of the space and high maintenance needs, including the regular removal of biowaste., Further, the design of the Courtyard has blind corners that pose risks for staff safety when arriving at and leaving the Main Library.

## Source of Funding

Fund	Prior Years Actual	FY2024	FY2025	FY2026	FY2027	FY2029	Total
2117 - Library Impact Fee		\$382,000					\$382,000
<b>Total</b>		<b>\$382,000</b>					<b>\$382,000</b>
<i>Unfunded</i>							



# Main Library Remodel



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$34,033,657

## Project Location

325 Civic Center Plaza, Richmond, CA 94804

## Description

The project includes seismic upgrades and renovation of the building, ADA accessibility improvements to existing facilities, repair or replacement of building systems, and various interior and exterior upgrades to create a modern facility while preserving the historical elements of the building.

## Project Information

Project ID	AR231
Project Manager	Wendy Wellbrock
Staff Time	
Planning & Design	\$298,716
Construction	\$1,064,188
Equipment	
Contingency/Other	
Estimated Start Date	07/01/2025
Estimated Completion Date	03/31/2027



## Status

Design

## Justification

The Richmond Main Library, built in 1948, is in need of modernization and upgrades to improve the building systems and meet the changing needs of the community.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
1005 - Library Fund	\$203,137		\$8,560,270				\$8,763,407
1306 - ARPA	\$328,313	\$298,716					\$627,029
2001 - General Capital	\$5,000		\$16,893,377				\$16,893,377
2117 - Library Impact		\$1,064,188					\$1,064,188
<b>Total</b>	<b>\$536,450</b>	<b>\$1,362,904</b>	<b>\$25,453,647</b>				<b>\$27,353,001</b>
<i>Unfunded</i>			<i>\$4,100,000</i>				<i>\$4,100,000</i>



# Economic Development

## 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



**Plan Highlights:**

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

**Project Cost: \$630,000**

**Funding Source: Port**

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

**Processing Building Window Repair**

**Project Cost: \$350,000**

**Funding Source: Port**

The processing building is leased to a port tenant and has windows that were installed during World War II. This project will replace the window putty that has deteriorated, allowing glazing to be damaged during heavy winds.

**Riggers Loft Painting**

**Project Cost: \$285,000**

**Funding Sources: Port**

This project will re-paint the Riggers Loft Building that was originally rehabilitated in 2011. The metal building is subject to corrosion in the marine environment and requires regular maintenance to maintain the historic building that serves as the Port's office and tenant leasable space.

**Terminal 4 Wharf Removal**

**Project Cost: \$9.9M**

**Funding Source: Port and Grant**

This project will remove the wharf, warehouse, and piles to restore the Point Molate Shoreline. This project will allow for eelgrass to expand along the shoreline, improving water quality and enhancing the marine habitat.

**Terminal 7 & 8 Electrification**

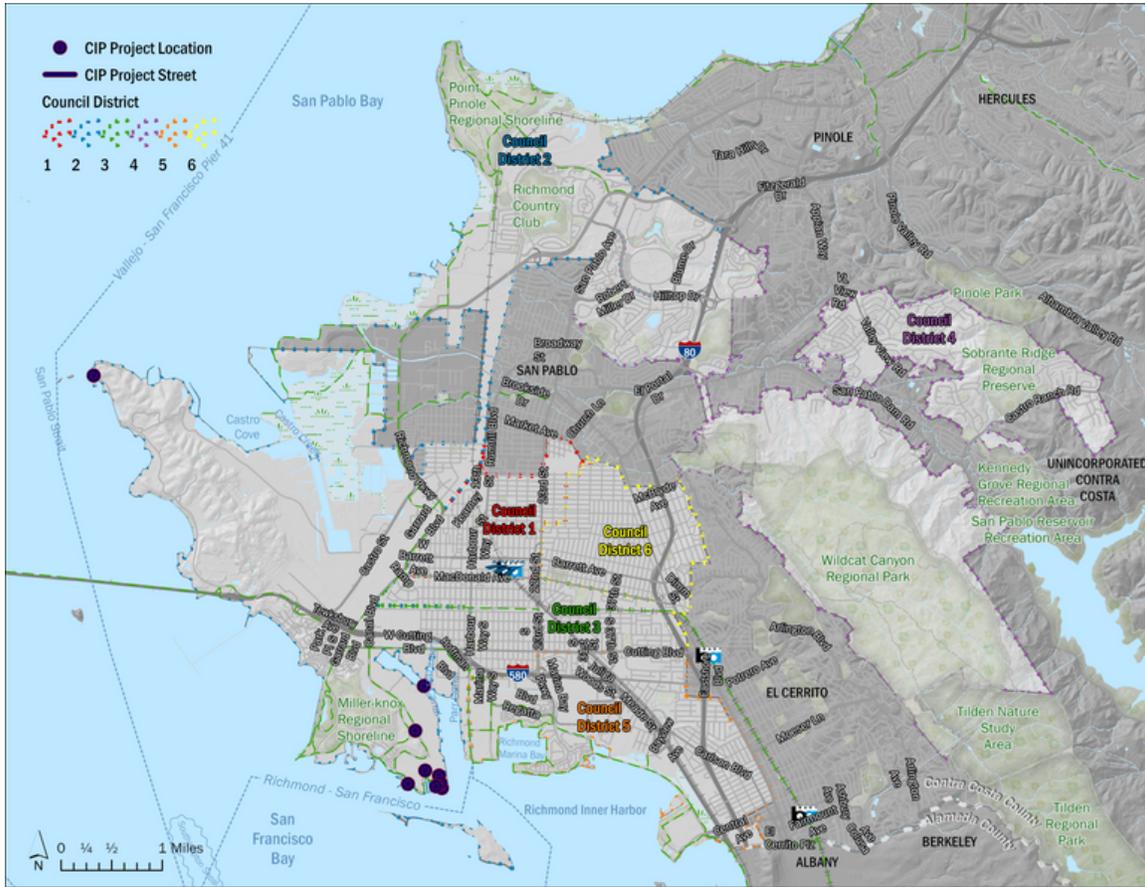
**Project Cost: \$1.7M**

**Funding Source: Port**

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



# Project Map



# Financial Summary



**Economic Development Department Port CIP Overview**

	FY2023-24 Adopted	FY2023-24 Actuals Thru March 2024	FY2024-25 Adopted	FY2025-26 Proposed	FY2026-27 Proposed	FY2027-28 Proposed	FY2028-29 Proposed	5 Year Total
<b>SOURCES BY FUND</b>								
Outside Grant-1006	7,752,815	1,890,114	6,719,098					6,719,098
General Capital-2001	760,000	760,000						
Port Operations CIP Division-4001				-	-	-		-
Marina-4005	924,842	5,312						-
<b>TOTAL SOURCES BY FUND</b>	<b>9,437,657</b>	<b>2,655,426</b>	<b>6,719,098</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,719,098</b>
<b>USES BY PROJECT</b>								
Area FM CAP	924,842	5,312	912,930					912,930
Cafeteria Building Winterization	141,894	-	141,894					141,894
Electrical Maintenance	60,000	-	60,000					60,000
Flock Camera Insatllation			25,000					25,000
Historic Ship Move			500,000					500,000
Pavement Maintennace	150,000	-	150,000					150,000
Port Electrical - On-Call			200,000					200,000
Port Infrastructure Upgrade			150,000					150,000
Point Potrero Marine Terminal Electrical and Watering Metering	365,000	-	365,000					365,000
Process Building Assessment			100,000					100,000
Process Building Ventilation	55,000	-	55,000					55,000
Process Building Window Repair	350,000	-	350,000					350,000
Road, Gate, Fence Infrastructure			60,000					60,000
Riggers Loft Painting	285,000	-	175,000					175,000
Storm Drain Improvement - Port			500,000					500,000
Terminal 4 Wharf Removal	11,012,815	6,854,258	2,301,853					2,301,853
Terminals 7 and 8 Dredging	65,000	-	65,000					65,000
Terminals 7 & 8 Electrification	1,700,000	-	1,700,000					1,700,000
Yacht Entrance Harbour Dredging	45,000	-	45,000					45,000
<b>TOTAL USES BY PROJECT</b>	<b>15,154,551</b>	<b>6,859,570</b>	<b>7,856,677</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>7,856,677</b>
<b>USES BY FUND</b>								
Outside Grant-1006	7,752,815	1,890,114	1,541,853	-	-	-		1,541,853
General Capital-2001	760,000		760,000					760,000
Port Operations CIP Division-4001	6,476,894	4,964,144	4,641,894	-	-	-		4,641,894
Marina Fund-4005	924,842	5,312	912,930	-	-	-		912,930
<b>TOTAL USES BY FUND</b>	<b>15,914,551</b>	<b>6,859,570</b>	<b>7,856,677</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>7,856,677</b>

**FY2024-25 to FY2028-29 Capital Improvement Plan**



# AREA FM CAP



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$946,161

## Project Location

1340 Marina Way South, Richmond, CA

## Description

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

## Project Information

Project ID	23011
Project Manager	Craig Murray
Staff Time	
Planning & Design	
Construction	\$912,930
Equipment	
Contingency/Other	
Estimated Start Date	09/1/2023
Estimated Completion Date	03/31/2025



## Status

Final draft plan comments being reviewed with DTSC. NV5 and CSW are amending plans to remove the Bioswales and include monitoring wells as requested by DTSC.

## Justification

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.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
4005 - Marina	\$26,625	\$912,930					\$939,555
<b>Total</b>	<b>\$26,625</b>	<b>\$912,930</b>					<b>\$939,555</b>
Unfunded							



# Cafeteria Building Winterization



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$141,894

## Project Location

1333 Canal Boulevard

## Description

The initial phase of the project involves consulting services to assess and stabilize the historic Cafeteria building, located at the WWII Richmond Shipyard No.3. The one-story wood frame structure, built in 1943, has undergone multiple revisions to its use and floorplan. It is clad with painted wood siding and features gravel-surfaced bituminous low-slope roofing. WJE will evaluate the building's conditions, determine temporary repairs, mitigate further deterioration, prepare construction documents, assist in the bid process, and select a contractor for the work

## Project Information

Project ID	36028
Project Manager	Charles Gerard
Staff Time	
Planning & Design	\$141,894
Construction	
Equipment	
Contingency/Other	
Estimated Start Date	10/1/2024
Estimated Completion Date	12/31/2024



## Status

Consultant WJE to determine phases and analysis of work needed.  
Project is at 5% completion with initial meeting with WJE completed.

## Justification

Health and safety.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
4001 - Port		\$141,894					\$141,894
<b>Total</b>		<b>\$141,894</b>					<b>\$141,894</b>
Unfunded							



# Electrical Maintenance



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$119,800

## Project Location

Various locations at Point Potrero Marine Terminal (PPMT)

## Description

The Port of Richmond has suffered from theft of major electrical infrastructure. This project will assess, repair, and install critical electrical components: 400A main metered panel with main 400A breakers, 250A sub pane I-480V -6-30A breakers, 75KVA transformer -120/208V to 277/480V, and provide power to light poles and cameras for flock camera project

## Project Information

Project ID	36011
Project Manager	Charles Gerard
Staff Time	
Planning & Design	
Construction	\$60,000
Equipment	
Contingency/Other	
Estimated Start Date	07/01/2024
Estimated Completion Date	06/30/2025



## Status

Contractor NEMA with PW. PG&E to shut off power. Request to permit for the City has been initiated. Project is 35% completed with bulk of the work to be determined by PG&E shut off date.

## Justification

Health and safety.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
4001 - Port		\$60,000					\$60,000
<b>Total</b>		<b>\$60,000</b>					<b>\$60,000</b>
Unfunded							



# Flock Camera Installation



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$25,000

## Project Location

Various locations at Point Potrero Marine Terminal (PPMT)

## Description

The Port of Richmond has suffered from illicit activity that has impacted port priority uses, tenants, and staff. The project includes the installation of six additional cameras at the Point Potrero Marine Terminal to prevent side shows, vandalism, theft, graffiti, and crashed vehicles.

## Project Information

Project ID	N/A
Project Manager	Charles Gerard
Staff Time	
Planning & Design	
Construction	
Equipment	\$25,000
Contingency/Other	
Estimated Start Date	07/01/2024
Estimated Completion Date	06/30/2025



## Status

Contractor FLOCK port amended RPD contract to add equipment to the PPMT. Discussions with FLOCK there is a delay in equipment arrival, install date is pushed back. Project is 5% completed with initial logistics being finalized.

## Justification

Health and safety.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
4001 - Port		\$25,000					\$25,000
<b>Total</b>		<b>\$25,000</b>					<b>\$25,000</b>
Unfunded							



# Historic Ship Move



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$500,000

## Project Location

Point Potrero Marine Terminal (PPMT) Basin 5

## Description

The SS Red Oak Victory Ship is currently located at Basin one PPMT. There is a coordinated effort to move the ship from its current location across the harbor channel and berthed along the WETA ferry terminal parking lot area. The project includes the design of dredging, gangway, dolphins, wharf, platforms, electrical, water service, planning, permit(s) and phases for ship move.

## Project Information

Project ID	36038
Project Manager	Charles Gerard
Staff Time	
Planning & Design	\$500,000
Construction	
Equipment	
Contingency/Other	
Estimated Start Date	07/01/2024
Estimated Completion Date	06/30/2025



## Status

Port Engineer has created preliminary design concept plans for use in the feasibility of relocating the Red Oak Ship. Staff has coordinated meetings with stakeholders. Additional meeting(s) needs to be scheduled to discuss further planning. Project is 5% completed with additional funding to be identified.

## Justification

Quality of Life.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
4001 - Port		\$500,000					\$500,000
<b>Total</b>		<b>\$500,000</b>					<b>\$500,000</b>
Unfunded							



# Pavement Maintenance



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$436,750

## Project Location

Various locations at Point Potrero Marine Terminal (PPMT)

## Description

This project includes general maintenance of the PPMT pavement, occurring every two years. The project will replace damaged pavement at the dock, vehicle parking areas, and along a segment of Canal Boulevard. It will also add several traffic calming features including asphalt berms, striping, signs, fences, gates, and speed bumps designed to slow vehicles and protect the Bay Trail.

## Project Information

Project ID	36012
Project Manager	Charles Gerard
Staff Time	
Planning & Design	
Construction	\$150,000
Equipment	
Contingency/Other	
Estimated Start Date	07/01/2024
Estimated Completion Date	06/30/2025



## Status

Contractor WR Forbe port has the contract close to completion. Once completed a kickoff meeting will be schedules for work. Project is 5% completed.

## Justification

Health and safety.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
4001 - Port		\$150,000					\$150,000
<b>Total</b>		<b>\$150,000</b>					<b>\$150,000</b>
Unfunded							



# Port Electrical - On Call



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$200,000

## Project Location

Various

## Description

On-call electrical contractor maintenance and repairs (3-year contract) to address multiple power loss incidents.

## Project Information

Project ID	36039
Project Manager	Charles Gerard
Staff Time	
Planning & Design	
Construction	
Equipment	
Contingency/Other	\$200,000
Estimated Start Date	07/01/2024
Estimated Completion Date	06/30/2027



## Status

Port staff will have to solicit vendors thru a procurement process and compiled an on-call list. Project is 0% completed.

## Justification

Health and safety.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
4001 - Port		\$200,000					\$200,000
<b>Total</b>		<b>\$200,000</b>					<b>\$200,000</b>
Unfunded							



# Port Infrastructure Upgrade



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$150,000

## Project Location

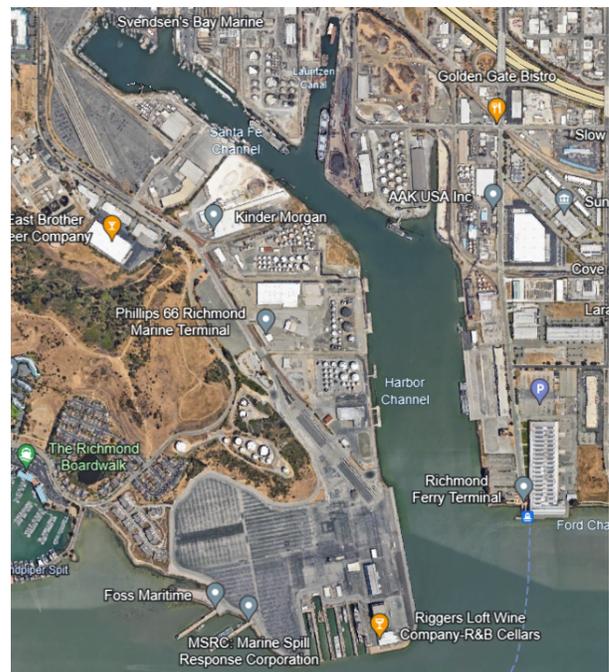
Various

## Description

Port infrastructure engineering structure analysis for the condition and safety of wharfs Point Potrero Marine Terminal (PPMT).

## Project Information

Project ID	36035
Project Manager	Charles Gerard
Staff Time	
Planning & Design	
Construction	
Equipment	
Contingency/Other	\$150,000
Estimated Start Date	07/01/2024
Estimated Completion Date	06/30/2027



## Status

Port staff will have to solicit vendors thru a procurement process. Staff will have to prepare an RFP to seek a professional consultant to conduct an infrastructure analysis of port conditions. Project is 0% completed.

## Justification

Health and safety.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
4001 - Port		\$150,000					\$150,000
<b>Total</b>		<b>\$150,000</b>					<b>\$150,000</b>
Unfunded							



# Electrical and Water Metering



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$365,000

## Project Location

Various locations at Point Potrero Marine Terminal

## Description

This includes installation and upgrades to electrical and water meters. Currently water bills are received by PW in bulk and sent to the port, staff must manually calculate water usage and rate charge to invoice tenants using a formula. Digital water meters are wireless. They have sensors that measure the water flow as it passes. These sensors can detect even the smallest amounts of water usage, making them more accurate than traditional meters. Electric meters per tenant lease have to be installed at leased locations, this project will upgrade meters.

## Project Information

Project ID	36009
Project Manager	Charles Gerard
Staff Time	
Planning & Design	
Construction	\$365,000
Equipment	
Contingency/Other	
Estimated Start Date	10/01/2024
Estimated Completion Date	10/01/2027



## Status

Project is 0% completed.

## Justification

Health and safety.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
4001 - Port		\$365,000					\$365,000
<b>Total</b>		\$365,000					\$365,000
Unfunded							



# Processing Building Assessment



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$100,000

## Project Location

1311 Canal Boulevard

## Description

This project will be part of the port infrastructure assessment and conditions at the Port, with Strategic Planning.

## Project Information

Project ID	36037
Project Manager	Charles Gerard
Staff Time	
Planning & Design	\$100,000
Construction	
Equipment	
Contingency/Other	
Estimated Start Date	10/01/2024
Estimated Completion Date	10/01/2027



## Status

Project is 0% completed.

## Justification

Health and safety.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
4001 - Port		\$100,000					\$100,000
<b>Total</b>		\$100,000					\$100,000
Unfunded							



# Processing Building Ventilation



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$55,000

## Project Location

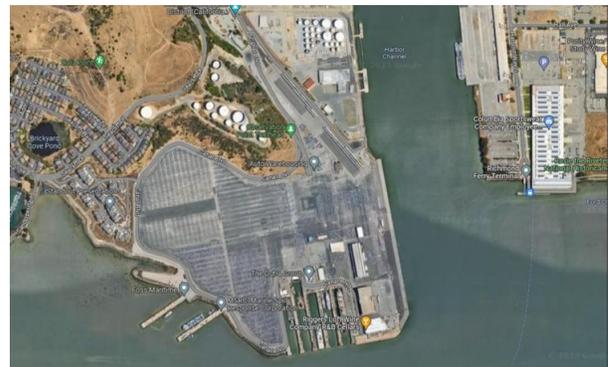
1311 Canal Boulevard

## Description

Maintenance and repairs on HVAC. The unit is over 12 years old and is too costly to repair, same costs for new equipment.

## Project Information

Project ID	36014
Project Manager	Charles Gerard
Staff Time	
Planning & Design	
Construction	\$55,000
Equipment	
Contingency/Other	
Estimated Start Date	07/01/2024
Estimated Completion Date	11/30/2024



## Status

Port received permission from finance director to have tenant repair the HVAC unit funding from rent deduction for the repair. Project is 20% completed.

## Justification

Health and safety.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
4001 - Port		\$55,000					\$55,000
<b>Total</b>		\$55,000					\$55,000
Unfunded							

# Process Building Window Repair



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$350,000

## Project Location

1311 Canal Boulevard

## Description

Glass panes in the Processing Building have sustained damage from bird strikes or high winds, causing safety and hazardous conditions for workers at 1311 Canal Boulevard. This is primarily attributed to the brittleness of the glazing putty; these windows were installed during World War II. This project will replace the window putty that has deteriorated or provide another solution by the contractor

## Project Information

Project ID	36010
Project Manager	Charles Gerard
Staff Time	
Planning & Design	
Construction	\$350,000
Equipment	
Contingency/Other	
Estimated Start Date	08/01/2023
Estimated Completion Date	11/30/2024



## Status

In 2023 staff went back to City Council to reject all bids responses were inconsistent with budget. Project was completed by Alten Construction, a PW contractor on emergency. In 2024 it was determined there is more work to be done Project is 90% completed.

## Justification

Health and safety.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
4001 - Port		\$350,000					\$350,000
<b>Total</b>		\$350,000					\$350,000
Unfunded							



# Riggers Loft Painting



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$285,000

## Project Location

1322-1325 Canal Boulevard

## Description

In 2014, the building's renovation was completed. Ten years later the metal building is subject to corrosion in the marine environment and requires maintenance to maintain the historic building that serves as the Port's office and tenant leasable space. Currently, corrosion exists on the metal siding and windows. Several of the metal letters on the building's façade were damaged during last year's storms. The project included the contractor to prep all area windows, doors, prime, paint, and repair letters.

## Project Information

Project ID	36005
Project Manager	Charles Gerard
Staff Time	
Planning & Design	
Construction	
Equipment	
Contingency/Other	\$175,000
Estimated Start Date	04/30/2024
Estimated Completion Date	05/31/2024



## Status

Contractor Fresh Start Painting has completed the project on time and on budget. Staff will complete a item to City Council to accept the project. Project is 100% with administrative items pending.

## Justification

Health and safety.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY206	FY2027	FY2028	FY2029	Total
4001 - Port	\$8,243	\$175,000					\$183,243
<b>Total</b>	\$8,243	\$175,000					\$183,243
Unfunded							



# Road, Gate and Fence Infrastructure



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$60,000

## Project Location

Various locations at Point Potrero Marine Terminal

## Description

On-call electrical contractor maintenance and repairs (3-year contract) to address multiple power loss incidents.

## Project Information

Project ID	N/A
Project Manager	Charles Gerard
Staff Time	
Planning & Design	
Construction	
Equipment	
Contingency/Other	\$60,000
Estimated Start Date	07/01/2024
Estimated Completion Date	06/30/2025



## Status

## Justification

Health and safety.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY206	FY2027	FY2028	FY2029	Total
4001 - Port		\$60,000					\$60,000
<b>Total</b>		\$60,000					\$60,000
Unfunded							



# Storm Drain Improvements - Port



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$500,000

## Project Location

Various locations at Point Potrero Marine Terminal

## Description

Storm drains evaluation and lining, preventive maintenance to help unexpected road, pump, and bioswale issues. When heavy storms hit the area water sits and pools around the electrical substation and sloped areas. The project will also include checking the bioswale on Canal Boulevard.

## Project Information

Project ID	36036
Project Manager	Charles Gerard
Staff Time	
Planning & Design	
Construction	\$500,000
Equipment	
Contingency/Other	
Estimated Start Date	10/01/2024
Estimated Completion Date	06/30/2027



## Status

Project is 0% completed.

## Justification

Health and safety.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
4001 - Port		\$500,000					\$500,000
<b>Total</b>		\$500,000					\$500,000
Unfunded							



# Terminal 4 Wharf Removal



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$9,990,701

## Project Location

1950 Stenmark Drive

## Description

The terminal four wharf removal project consists of completing construction, design documents, demolishing 100-year-old wooden pilings, decking, and two buildings, and constructing enhanced rock slope protection, and monitoring. To restore the Point Molate Shoreline this project will allow for eelgrass to expand along the shoreline improving water quality and enhancing the marine habitat.

## Project Information

Project ID	23021
Project Manager	Robert Armijo
Staff Time	
Planning & Design	
Construction	\$ 2,301,853
Equipment	
Contingency/Other	
Estimated Start Date	06/01/2023
Estimated Completion Date	11/30/2024



## Status

Design, planning, demolition, has been completed by various contractors. The project is in a stage of monitoring and enforcement of the shoreline, landscaping and planting of eelgrass that needs to be completed. Project is 90% completed.

## Justification

Health and safety.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
1006 - Outside Grant	\$7,305,764	\$1,541,853					\$8,847,617
2001 - General Capital		\$760,000					\$760,000
4001 - Port							
<b>Total</b>	\$7,305,764	\$2,301,853					\$9,607,617
Unfunded							



# Terminals 7 & 8 Dredging



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$65,000

## Project Location

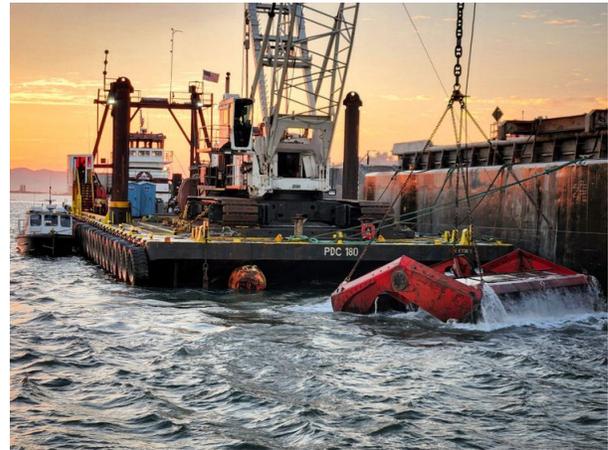
Point Potrero Marine Terminal, Richmond, CA

## Description

The Port is obligated to complete regular maintenance dredging of its terminals. Terminals 7 and 8 that occupy a total length of about 1560 feet and serves a for roll-on/roll-off (RORO) operation, thus it must be dredged to 35 feet below Mean Low Lower Water. The Port last completed dredging of the terminals in 2019. A bathymetry survey must be conducted to find out the amount of settlement, a contractor to do the dredging will have to be procured, and permits will have to be secured to dredge.

## Project Information

Project ID	36020
Project Manager	Charled Gerard
Staff Time	
Planning & Design	
Construction	\$ 65,000
Equipment	
Contingency/Other	
Estimated Start Date	01/01/2024
Estimated Completion Date	06/30/2025



## Status

Port staff have solicited an RFP, a vendor has been identified for the bathymetry survey. Next steps are to get the vendor in contract to conduct work. Project is 25% completed.

## Justification

Health and safety.

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
4001 - Port		\$65,000					\$65,000
<b>Total</b>		\$65,000					\$65,000
Unfunded							



# Terminals 7 & 8 Electrification



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$1,700,000

## Project Location

1311 Canal Boulevard

## Description

Install shore power system consistent with the California Air Resources Board (CARB) mandates. The purpose of these regulations is to reduce emissions from ocean-going vessels at berths providing better air quality benefits to all and reducing carbons. The port of Richmond is subject to these regulations for roll-on/roll-off (RORO) vessels at terminal 7 & 8 by 2025. This project will coordinate with Pacific Gas and Electric (PG&E) to increase the capacity of the electrical system, design the project, purchase equipment, install the voltage shore connection (HVSC) systems which supplies loads up to 6.5 million volt-amperes (MVA) at 11 thousand volts (kV).

## Project Information

Project ID	36007
Project Manager	Charles Gerard
Staff Time	
Planning & Design	
Construction	\$1,700,000
Equipment	
Contingency/Other	
Estimated Start Date	02/01/2024
Estimated Completion Date	01/31/2025



## Status

Currently in design phase with contractor Rosendin. The Port received \$1M in funding from the Bay Area Air Quality Management District (BAAQMD). Due to the challenges in securing a vendor and equipment we are designing the project and have applied for more funding through federal grants to meet compliance dates. Project is 25% completed.

## Justification

Health & Safety

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
4001 - Port		\$1,700,000					\$1,700,000
<b>Total</b>		\$1,700,000					\$1,700,000
Unfunded							



# Yacht Entrance Harbour Dredging



Project Description Report  
FY2024-2025 through FY2028-2029

Estimated Project Cost \$45,000

## Project Location

Richmond Yacht Harbour channel

## Description

Planning of berth dredging.

## Project Information

Project ID	36021
Project Manager	Charles Gerard
Staff Time	
Planning & Design	\$45,000
Construction	
Equipment	
Contingency/Other	
Estimated Start Date	01/01/2023
Estimated Completion Date	06/30/2025



## Status

Harbor master contacted Port to combine projects with annual dredging of terminals.

## Justification

Health & Safety

## Source of Funding

Fund	Prior Years Actual	FY2025	FY2026	FY2027	FY2028	FY2029	Total
4001 - Port		\$45,000					\$45,000
<b>Total</b>		\$45,000					\$45,000
Unfunded							



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# APPENDIX

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## Glossary

**Abatement:** A reduction or elimination of a real or personal property tax, motor vehicle excise, a fee, charge, or special assessment imposed by a governmental unit. Granted only on application of the person seeking the abatement and only by the committing governmental unit.

**Annual Comprehensive 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).

**Accounting System:** The total structure of records and procedures that identify record, classify, and report information on the financial position and operations of a governmental unit or any of its funds, account groups, and organizational components.

**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 Interest:** The amount of interest that has accumulated on the debt since the date of the last interest payment, and on the sale of a bond, the amount accrued up to, but not including, the date of delivery (settlement date). (See Interest)

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

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

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

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

**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.

**Amortization:** The gradual repayment of an obligation over time and in accordance with a predetermined payment schedule.



**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:** A legal authorization from the community's legislative body to expend money and incur obligations for specific public purposes. An appropriation is usually limited in amount and as to the time period within which it may be expended.

**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.

**Arbitrage:** As applied to municipal debt, the investment of tax-exempt bonds or note proceeds in higher yielding, taxable securities. Section 103 of the Internal Revenue Service (IRS) Code restricts this practice and requires (beyond certain limits) that earnings be rebated (paid) to the IRS.

**Assessed Valuation:** A value assigned to real estate or other property by a government as the basis for levying 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.

**Audit:** An examination of a community's financial systems, procedures, and data by a certified public accountant (independent auditor), and a report on the fairness of financial statements and on local compliance with statutes and regulations. The audit serves as a valuable management tool in evaluating the fiscal performance of a community.

**Audit Report:** Prepared by an independent auditor, an audit report includes: (a) a statement of the scope of the audit; (b) explanatory comments as to application of auditing procedures; and (c) findings and opinions. It is almost always accompanied by a management letter which contains supplementary comments and recommendations.

**Available Funds:** Balances in the various fund types that represent non-recurring revenue sources. As a matter of sound practice, they are frequently appropriated to meet unforeseen expenses, for capital expenditures or other one-time costs.

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

**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.

**Balance Sheet:** A statement that discloses the assets, liabilities, reserves, and equities of a fund or governmental unit at a specified date.

**Betterments (Special Assessments):** Whenever a specific area of a community receives benefit from a public improvement (e.g., water, sewer, sidewalk, etc.), special property taxes may be assessed to reimburse the governmental entity for all or part of the costs it incurred. Each parcel receiving benefit from the improvement is assessed for its proportionate share of the



cost of such improvements. The proportionate share may be paid in full, or the property owner may request that the assessors apportion the betterment over 20 years. Over the life of the betterment, one year's apportionment, along with one year's committed interest computed from October 1 to October 1, is added to the tax bill until the betterment has been paid.

**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.

**Bond:** 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

**Bond and Interest Record:** (Bond Register) – The permanent and complete record maintained by a treasurer for each bond issue. It shows the amount of interest and principal coming due each date, and all other pertinent information concerning the bond issue.

**Bonds Authorized and Unissued:** Balance of a bond authorization not yet sold. Upon completion or abandonment of a project, any remaining balance of authorized and unissued bonds may not be used for other purposes, but must be rescinded by the community's legislative body to be removed from the community's books.

**Bond Issue:** Generally, the sale of a certain number of bonds at one time by a governmental unit.

**Bond Rating (Municipal):** A credit rating assigned to a municipality to help investors assess the future ability, legal obligation, and willingness of the municipality (bond issuer) to make timely debt service payments. Stated otherwise, a rating helps prospective investors determine the level of risk associated with a given fixed-income investment. Rating agencies, such as Moody's and Standard and Poors, use rating systems which designate a letter or a combination of letters and numerals where AAA is the highest rating, and C1 is a very low rating.

**Budget:** A plan for allocating resources to support particular services, purposes, and functions over a specified period of time. (See Performance Budget, Program Budget)

**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.

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

**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:** All real and tangible property used in the operation of government, which is not easily converted into cash, and has an initial useful life extending beyond a single financial reporting period. Capital assets include land and land improvements; infrastructure such as roads, bridges, water, and sewer lines; easements; buildings and building improvements; and vehicles, machinery, and equipment. Communities typically define capital assets in terms of a minimum useful life and a minimum initial cost. (See Fixed Assets)

**Capital Budget:** An appropriation or spending plan that uses borrowing or direct outlay for capital or fixed asset improvements. Among other information, a capital budget should identify the method of financing each recommended expenditure, i.e., tax levy or rates, and identify those items that were not recommended. (See Capital Assets, Fixed Assets)

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

**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:** Currency, coin, checks, postal, and express money orders and bankers' drafts on hand or on deposit with an official or agent designated as custodian of cash and bank deposits.

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



**Cash Management:** The process of monitoring the ebb and flow of money in and out of municipal accounts to ensure cash availability to pay bills and to facilitate decisions on the need for short-term borrowing and investment of idle cash.

**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.

**Certificate of Deposit (CD):** A bank deposit evidenced by a negotiable or non-negotiable instrument, which provides on its face that the amount of such deposit plus a specified interest payable to a bearer or to any specified person on a certain specified date, at the expiration of a certain specified time, or upon notice in writing.

**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.

**Classification of Real Property:** Assessors are required to classify all real property according to use into one of four classes: residential, open space, commercial, and industrial. Having classified its real properties, local officials are permitted to determine locally, within limitations established by statute and the Commissioner of Revenue, what percentage of the tax burden is to be borne by each class of real property and by personal property owners.

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

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

**Collective Bargaining:** The process of negotiating workers' wages, hours, benefits, working conditions, etc., between an employer and some or all of its employees, who are represented by a recognized labor union. regarding wages, hours, and working conditions.

**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.

**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.

**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:** The statistical measure of changes, if any, in the overall price level of consumer goods and services. The index is often called the "cost-of-living index."

**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.

**Cost-Benefit Analysis:** A decision-making tool that allows a comparison of options based on the level of benefit derived and the cost to achieve the benefit from different alternatives.

**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.



**Debt Burden:** The amount of debt carried by an issuer usually expressed as a measure of value (i.e., debt as a percentage of assessed value, debt per capita, etc.). Sometimes debt burden refers to debt service costs as a percentage of the total annual budget.

**Debt Service:** The repayment cost, usually stated in annual terms and based on an amortization schedule, of the principal and interest on any particular bond issue.

**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.

**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.



**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:** A reservation of funds to cover obligations arising from purchase orders, contracts, or salary commitments that are chargeable to, but not yet paid from, a specific appropriation account.

**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.

**Enterprise Funds:** An enterprise fund is a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods or services. It allows a community to demonstrate to the public the portion of total costs of a service that is recovered through user charges and the portion that is subsidized by the tax levy, if any. With an enterprise fund, all costs of service delivery-direct, indirect, and capital costs-are identified. This allows the community to recover total service costs through user fees if it chooses. Enterprise accounting also enables communities to reserve the "surplus" or net assets unrestricted and generated by the operation of the enterprise rather than closing it out to the general fund at year-end. Services that may be treated as enterprises include, but are not limited to, water, sewer, hospital, and airport services.

**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.

**Equalized Valuations (EQVs):** The determination of the full and fair cash value of all property in the community that is subject to local taxation.

**Estimated Receipts:** A term that typically refers to anticipated local revenues often based on the previous year's receipts, and represent funding sources necessary to support a community's annual budget. (See Local Receipts)

**Exemptions:** A discharge, established by statute, from the obligation to pay all or a portion of a property tax. The exemption is available to particular categories of property or persons upon the timely submission and approval of an application to the assessors. Properties exempt from taxation include hospitals, schools, houses of worship, and cultural institutions. Persons who may qualify for exemptions include disabled veterans, blind individuals, surviving spouses, and seniors.

**Expenditure:** An outlay of money made by municipalities to provide the programs and services within their approved budget.

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

**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.

**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:** Repository of money held by a municipality in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and other funds. These include pension (and other employee benefit) trust funds, investment trust funds, private-purpose trust funds, and agency funds.

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

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

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

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

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

**Fixed Assets:** Long-lived assets such as buildings, equipment, and land obtained or controlled as a result of past transactions or circumstances.

**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.



**Fixed Costs:** Costs that are legally or contractually mandated such as retirement, FICA/Social Security, insurance, debt service costs, or interest on loans.

**Float:** The difference between the bank balance for a local government's account and its book balance at the end of the day. The primary factor creating float is clearing time on checks and deposits. Delays in receiving deposit and withdrawal information also influence float.

**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.

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

**Full Faith and Credit:** A pledge of the general taxing powers for the payment of governmental obligations. Bonds carrying such pledges are usually referred to as general obligation or full faith and credit bonds.

**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:** An accounting entity with a self-balancing set of accounts that are segregated for the purpose of carrying on identified activities or attaining certain objectives in accordance with specific regulations, restrictions, or limitations.

**Fund Accounting:** Organizing financial records into multiple, segregated locations for money. A fund is a distinct entity within the municipal government in which financial resources and activity (assets, liabilities, fund balances, revenues, and expenditures) are accounted for independently in accordance with specific regulations, restrictions, or limitations. Examples of funds include the general fund and enterprise funds. Communities whose accounting records are organized according to the Uniform Municipal Accounting System (UMAS) use multiple funds.

**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

**GASB 34:** A major pronouncement of the Governmental Accounting Standards Board that establishes new criteria on the form and content of governmental financial statements. GASB 34 requires a report on overall financial health, not just on individual funds. It requires more complete information on the cost of delivering value estimates on public infrastructure assets, such as bridges, road, sewers, etc. It also requires the presentation of a narrative statement of the government's financial performance, trends, and prospects for the future.

**GASB 45:** This is another Governmental Accounting Standards Board major pronouncement that each public entity account for and report other postemployment benefits in its accounting statements. Through actuarial analysis, municipalities must identify the true costs of the OPEB earned by employees over their estimated years of actual service.

**General Fund:** The fund used to account for most financial resources and activities governed by the normal appropriation process.



**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.

**General Obligation Bonds:** Bonds issued by a municipality for purposes allowed by statute that are backed by the full faith and credit of its taxing authority.

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

**Governing Body:** A board, committee, commission, or other executive or policymaking body of a municipality or school district.

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

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

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

**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.

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

**Indirect Cost:** Costs of a service not reflected in the operating budget of the entity providing the service. An example of an indirect cost of providing water service would be the value of time spent by non-water department employees processing water bills. A determination of these costs is necessary to analyze the total cost of service delivery. The matter of indirect costs arises most often in the context of enterprise funds.

**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.



**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.

**Interest:** Compensation paid, or to be paid, for the use of money, including amounts payable at periodic intervals, or discounted at the time a loan is made. In the case of municipal bonds, interest payments accrue on a day-to-day basis, but are paid every six months.

**Interest Rate:** The interest payable, expressed as a percentage of the principal available for use during a specified period of time. It is always expressed in annual terms.

**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.

**Investments:** Securities and real estate held for the production of income in the form of interest, dividends, rentals, or lease payments. The term does not include fixed assets used in governmental operations.

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

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

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

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

**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 separates spending into categories, or greater detail, such as supplies, equipment, maintenance, or salaries, as opposed to a program budget.

**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 Aid:** Revenue allocated by the state or counties to municipalities and school districts.

**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.

**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.

**Maturity Date:** The date that the principal of a bond becomes due and payable in full.

**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.

**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.



**Municipal(s):** (As used in the bond trade) "Municipal" refers to any state or subordinate governmental unit. "Municipals" (i.e., municipal bonds) include not only the bonds of all political subdivisions, such as cities, towns, school districts, special districts, counties, and also bonds of the state and agencies of the state.

**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.

**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.

**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.

**Note:** A short-term loan, typically with a maturity date of a year or less.

**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.



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

**Objects of Expenditures:** A classification of expenditures that is used for coding any department disbursement, such as “personal services,” “expenses,” or “capital outlay.”

**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.

**Official Statement:** A document prepared for potential investors that contains information about a prospective bond or note issue and the issuer. The official statement is typically published with the notice of sale. It is sometimes called an offering circular or prospectus.

**Operating Budget:** A plan of proposed expenditures for personnel, supplies, and other expenses for the coming fiscal year.

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

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

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

**Overlapping Debt:** A community's proportionate share of the debt incurred by an overlapping government entity, such as a regional school district, regional transit authority, etc.

**Performance Budget:** A budget that stresses output both in terms of economy and efficiency.

**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.

**Principal:** The face amount of a bond, exclusive of accrued interest.

**Program:** A combination of activities to accomplish an end.

**Program Budget:** A budget that relates expenditures to the programs they fund. The emphasis of a program budget is on output.

**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.

**Purchased Services:** The cost of services that are provided by a vendor.

**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.

**Refunding of Debt:** Transaction where one bond issue is redeemed and replaced by a new bond issue under conditions generally more favorable to the issuer.



**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.

**Reserve Fund:** An amount set aside annually within the budget of a town to provide a funding source for extraordinary or unforeseen expenditures.

**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.

**Revaluation:** The assessors of each community are responsible for developing a reasonable and realistic program to achieve the fair cash valuation of property in accordance with constitutional and statutory requirements. The nature and extent of that program will depend on the assessors' analysis and consideration of many factors, including, but not limited to, the status of the existing valuation system, the results of an in-depth sales ratio study, and the accuracy of existing property record information.

**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 Anticipation Note (RAN):** A short-term loan issued to be paid off by revenues, such as tax collections and state aid. RANs are full faith and credit obligations.

**Revenue Bond:** A bond payable from and secured solely by specific revenues, and thereby not a full faith and credit obligation.

**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.

**Revolving Fund:** Allows a community to raise revenues from a specific service and use those revenues without appropriation to support the service.

**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.

**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.



**Sale of Real Estate Fund:** A fund established to account for the proceeds of the sale of municipal real estate other than proceeds acquired through tax title foreclosure.

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

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

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

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

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

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

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

**Stabilization Fund:** A fund designed to accumulate amounts for capital and other future spending purposes, although it may be appropriated for any lawful purpose.

**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.

**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.

**Surplus Revenue:** The amount by which cash, accounts receivable, and other assets exceed liabilities and reserves.

**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.

**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.

**Tax Rate:** The amount of property tax stated in terms of a unit of the municipal tax base; for example, \$14.80 per \$1,000 of assessed valuation of taxable real and personal property.

**Tax Title Foreclosure:** The procedure initiated by a municipality to obtain legal title to real property already in tax title and on which property taxes are overdue.

**Transfer:** A movement of budgetary or actual revenues or expenditures between organizational units, accounts, projects, programs or funds. Transfers between funds appear as an expenditure (“transfer out”) in one fund and revenue (“transfer in”) in the other. Transfers between fiscal years represent the carry forward of funds received in previous years to be expended in the new year and appear as revenue in the new year. Transfers between departments, funds or from one fiscal year to another must be approved by City Council.

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

**Transient Occupancy Tax (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.

**Trust Fund:** In general, a fund for money donated or transferred to a municipality with specific instructions on its use. As custodian of trust funds, the treasurer invests and expends such funds as stipulated by trust agreements, as directed by the commissioners of trust funds, or by the community’s legislative body. Both principal and interest may be used if the trust is established as an expendable trust. For nonexpendable trust funds, only interest (not principal) may be expended as directed.



**Uncollected Funds:** Recently-deposited checks included in an account's balance, but drawn on other banks and not yet credited by the Federal Reserve Bank or local clearinghouse to the bank cashing the checks. (These funds may not be loaned or used as part of the bank's reserves, and they are not available for disbursement.)

**Undesignated Fund Balance:** Monies in the various government funds as of the end of the fiscal year that are neither encumbered nor reserved, and are therefore available for expenditure once certified as part of free cash.

**Unreserved Fund Balance (Surplus Revenue Account):** The amount by which cash, accounts receivable, and other assets exceed liabilities and restricted reserves. It is akin to a "stockholders' equity" account on a corporate balance sheet. It is not, however, available for appropriation in full, because a portion of the assets listed as "accounts receivable" may be taxes receivable and uncollected.

**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.

**Valuation (100 Percent):** The legal requirement that a community's assessed value on property must reflect its market, or full and fair cash value.

**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.

**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.

**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.

