

CITY COUNCIL: 05/17/21
TIFA: 05/26/21

**TO: MAYOR AND CITY COUNCIL MEMBERS
CHAIRMAN AND AUTHORITY MEMBERS**

FROM: J. MOORE

DATE: MAY 8, 2021

SUBJECT: REVIEW AND APPROVAL OF PROPOSED TIFA BUDGET FY2021-2022

Provided below is the current financial status of TIFA and information explaining the proposed FY2021-2022 TIFA budget. In accordance with Public Act 450 of 1980 this budget will first be presented to the City Council for their approval and then submitted to the TIFA for their adoption. TIFA revenues have been adjusted in recent years with a tax base sharing agreement between the City and TIFA to reduce the TIFA capture by:

\$186,308 in FY2012/13 (34%)
\$153,340 in FY2013/14 (34%)
\$149,209 in FY2014/15 (34%)
\$153,866 in FY2015/16 (34%)
\$109,975 in FY2016/17 (24%)
\$100,115 in FY2017/18 (20%)
\$ 98,442 in FY2018/19 (18%)
\$ 84,861 in FY2019/20 (15%)
\$ 86,767 in FY2020/21 (15%)
\$ 67,648 in FY2021/22 (12%)

The City received an opinion from Miller Canfield that allows this tax base sharing agreement with the City. A new agreement will need to be adopted along with the budget. For FY2021/22 the proposed budget lowers the cost sharing agreement to 12% from 15%.

Below is an overview of the TIFA Fund

The starting fund balance for FY2020/21 was:	\$ 674,622
Total Estimated Revenues:	\$ 721,450
Total expenditures to date:	\$ 401,909
Remaining Budgeted Expenditures FY20/21	<u>\$ 231,325</u>
End of Fiscal Year Fund Balance June 30, 2021	\$ 762,838

Beginning Fund Balance July 1, 2021	\$ 762,838
Anticipated revenues FY21/22	<u>705,995</u>
Total Funds available FY21/22	1,468,833

Anticipated Expenditures FY21/22

Administration	227,439
Public Works	73,500
Water System Expense (Depreciation)	95,000

Capital Improvements	
Facade Program	75,000
Streetscape Improvements	450,000
Other Improvements	100,000
Contractual – Aud Projects	<u>150,000</u>
Total	775,000

Debt Service 0

Transfer Out - Street Improvements 130,000

Total Expenditures 1,302,939

Estimated fund balance as of June 30, 2022 \$165,894

This leaves TIFA with \$165,894 in funds that TIFA is required to dedicate toward future projects. In the past we have dedicated the funds toward future streetscape improvements and parking improvements. TIFA has also discussed being willing to participate in the purchase of a leaf vacuum, should City Council determine to go in that direction.

Motion by _____, seconded by _____, to approve the FY2021/2022 TIFA Budget.

Attachments:

- 1) **Budget Narrative/Budget Worksheets** - This gives explanations for line items in the budget worksheets
- 2) **Personnel Worksheet** – This is the breakdown on the Director’s salary.
- 3) **Capital Improvement Sheets**

1) BUDGET NARRATIVE: FUND: 251 TAX INCREMENT FINANCE AUTH FD

REVENUES

DEPT: 001 REVENUES

402.000 TAX COLLECTION	\$703,995
Last year's budget was showed slightly larger TIFA Tax Collection revenues, because it included the State's reimbursement of the lost Personal Property Tax. This is very difficult to calculate as it depends on a number of factors. This year administration left it out of the line item, but we believe we will receive probably close to \$10,000 or a little less. This line item also includes administration's recommendation that TIFA and the City continue the tax base sharing agreement that will limit the TIFA capture by \$67,648. This is a reduction of the tax base sharing agreement from 15% to 12%.	
665.000 INTEREST ON INVESTMENTS	\$0
670.000 MISCELLANEOUS REVENUES.....	\$2,000
699.999 UNRESERVED FUND BALANCE	\$762,838
REVENUES.....	\$1,468,833

EXPENDITURES

DEPT: 200 ADMINISTRATION

702.000 SALARY & WAGES	\$50,481
This line item includes a funding to cover a percentage of employee salaries that work in the TIFA Fund: City Clerk (10%), City Planner (15%) and City Treasurer (10%). In addition to a set amount, currently 25% of the City Manager's salary is charged to TIFA for his work as TIFA Director.	
707.000 OVERTIME WAGES.....	\$500
If the clerk is unable to take minutes, the wages paid to administrative staff are charged to this line item.	
712.000 EMPLOYEE BENEFITS.....	\$15,533
This is an amount equal to the percentage of benefits for those staff members that work within the TIFA Fund.	
715.000 BC/BS DEDUCTIBLE	\$1,425
This is an amount equal to the percentage of benefits for those staff members that work within the TIFA Fund for their Blue Cross/Blue Shield Deductible.	

808.000 AUDIT SERVICES\$7,000

These are funds to pay for the yearly audit. The auditors check TIFA's books at the same time they check the City's.

818.000 CONTRACTUAL SERVICES\$8,000

Due to its use as a promotional tool for the City and District, TIFA pays the majority of the website hosting/maintenance fee from CivicPlus (\$3,823) plus the tech-cloud storage (\$500). This line item also covers TIFA's portion of the Server, City Manager and City Planners computer maintenance through Hi-Tech.

826.000 LEGAL FEES\$0

As we do capital improvement projects, like the streetscape and property acquisition we will use the attorneys more often. This line item also helps cover legal fees associated with tax tribunals within the TIFA District.

864.000 CONFERENCES & WORKSHOPS\$1,000

This amount was increased to cover training regarding economic development and planning that would benefit boards that work in this area. It will also cover any conferences or workshops that the TIFA Director or City Planner attend relating to economic development.

873.000 TRAVEL EXPENSE\$2,200

This number includes TIFA's percentage of the City Manager's car allowance (\$1,350) and mileage for any Economic Development training or meetings that the City Planner Attends.

880.000 COMMUNITY PROMOTION\$25,000

This includes funds to allow TIFA to work cooperatively with the EDC to promote the community. It also includes funds to help market community events and sales that bring people to the TIFA District. Although each year the cost fluctuates for each event, below are estimates for the events that TIFA normally helps to fund. As the City and Event Organizers continue to adjust their events to deal with COVID, this line item will fluctuate. Below are the events that TIFA normally contributes to during a calendar year when not experiencing COVID issues.

- Chili Cook Off/Good Old Winter Days - (\$400) for Chili Cook Off Supplies (Rybar Memorial will cover Chili Cook Off Expenses for at least the next five years), (\$320) for date change on banner and (\$3,750) for ice carvings
- Easter Egg Hunt - (\$850) eggs, candy and sometimes signage
- Rummage & Relic/Community Garage Sale - (\$250) bathroom and brochures/maps showing weekend events and sales.
- RAGODF - (\$350) two additional golf carts for the Police
- Memorial Day Decorations for the Pocket Park and Stage (\$200)
- Recreation Department Scarecrows - (\$500) straw bales
- Halloween - (\$500) candy, decorations and supplies
- Community Tree Lighting/Santa Parade – (\$750) hall rental, (\$1,600) Santa, food, cut outs and decorations. As this event grows, this number may vary.
- Christmas Cash – (\$1,500) posters, ticket boxes, tickets and the actual cash.

The community promotions line item also includes \$4,000 for Richmond's ads in the Blue Water Vacationland Magazine and one issue of the Macomb Momentum Magazine.

900.000 PRINTING & PUBLISHING\$0
Printing of various community brochures. As the EDC and TIFA develop programs and events to bring people into the downtown, this line item will pay for advertising.

920.000 UTILITIES\$60,000
The TIFA Fund covers the lighting costs of the ornamental street lights that have been installed from Howard Street north to Park Street. The ornamental lights were installed by TIFA to provide an aesthetic improvement in our downtown districts. These lights are closer together and at a higher rate than the average street lights normally installed by the City. This line item will also cover 5% of City Hall utilities.

945.000 ADMINISTRATION FEES\$9,000
This money goes to the City to cover work done by the administration not covered by TIFA directly. The Assessor and front office staff spend time on TIFA.

956.000 MISCELLANEOUS\$800
Funds to provide for office supplies, postage and other miscellaneous items used by TIFA.

958.000 MEMBERSHIPS & DUES\$6,500
Membership in the Michigan Downtown and Finance Association. This association keeps organizations using tax increment financing updated on legislation affecting this process. They also deal with TIFA's and DDA's as they relate to issues facing downtowns. The \$5,000 fee to belong to the Macomb Orchard Trail is charged to this line item.

977.000 EQUIPMENT ACQUISITION\$40,000
TIFA has completed the purchase of all new decorations. This budget includes \$5,400 to continue to replace old garland, any damaged decorations, star for the top of the tree and a few holiday decorations for other holidays. This line item includes (\$12,600) to replace the HVAC system at the Community Center.

The remaining funds (\$22,000) would be used to research and purchase across the road lighting or awning to streetlight lighting depending on the outcome of the research currently being done.

ADMINISTRATION\$227,439

DEPT: 548 WATER SYSTEM EXPENSE

968.000 DEPRECIATION EXPENSE\$95,000
Beginning for fiscal years ended in 2001, the Governmental Accounting Standards Board (GASB 34) required that certain capital improvement projects funded fully or in part by TIFA have to be capitalized in the TIFA Fund. This is done by capitalizing a portion of the expense as an asset on

the revenue side, and then over time charging a portion of this “capitalized amount” back on the expense side. Although it has been happening behind the scenes since then, administration left it in the budget this year for a couple of reasons. First, by showing it in the budget we provide TIFA and Council with a more accurate picture of the finances. Second, due to TIFA reporting requirements under PA 57. By keeping the depreciation in the budget, it will more closely match the audited financial statements that are sent to the State.

The large items that have been capitalized in the past in the TIFA fund that now cause the budgeted \$95,000 in depreciation expense this year are the renovation project to the City Hall/Police Post building, the Community Center, Streetscape improvements and any large expense that is capitalized, for example Christmas Decorations. Below is an explanation of why capital assets are handled this way.

Capital assets, which include property, equipment, and infrastructure assets (i.e., roads, sidewalks, and similar items), are reported in the financial statements. Capital assets are defined by the City as assets with an initial individual cost of more than \$5,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Capital assets are depreciated using the straight-line method over the following useful lives: buildings and improvements 5 - 50 years; vehicles and equipment 5 - 40 years; utility systems 50 years; infrastructure - Roads 25 years.

TRANSFER OUT\$95,000

DEPT: 442 DEPARTMENT OF PUBLIC WORKS

702.000 SALARY & WAGES\$20,000
 Funds budgeted for DPW wages on TIFA projects and programs. This line item also includes personnel costs associated with hanging seasonal banners, staffing events such as the Community Tree Lighting and watering the Streetscape flowers.

707 .000 OVERTIME WAGES.....\$5,000
 Same as above.

712.000 EMPLOYEE BENEFITS.....\$9,500
 Benefits on the salaries.

757.000 OPERATING SUPPLIES\$11,000
 Funds budgeted to purchase supplies needed by DPW to maintain items on the streetscape, banners and Christmas decorations.

818.000 CONTRACTUAL SERVICES\$15,000
 Money to pay for maintenance services on the Trailhead Park and Pocket Park.

940.000 EQUIPMENT RENTAL.....\$15,000
Funds to pay for Equipment Rental on TIFA projects/work.

DEPARTMENT OF PUBLIC WORKS\$75,500

DEPT: 900 CAPITAL IMPROVEMENTS

818.003 CONTRACTUAL – CITY HALL\$0

818.005 CONTRACTUAL – INDUSTRIAL DRIVE\$0

818.006 CONTRACTUAL - BEEBE PARK IMPROVEMENTS.....\$0

818.011 CONTRACTUAL - FACADE PROGRAM.....\$75,000
This includes the following funding levels for FY2021/2022: one (1) Downtown Revitalization Program project of up to \$15,000.00; six (7) Project Clean-Up Applications of up to \$6,000.00; nine (9) Project Clean-Up Applications of up to \$2,000.00. Additionally, all approved projects must be completed by June 30, 2022.

818.012 CONTRACTUAL - STREETSCAPE IMPROVEMENTS.....\$450,000
As a result of the joint meeting between the City Council and TIFA to finalize the TIFA Plan, both boards directed administration to focus on the parking areas in the north business district. The City Manager, Public Service Director and City Engineer walked the parking areas behind the businesses. Due to the delay in getting DTE to provide the cost estimate to bury the electrical, the engineering costs have been split between FY2020/2021 and the proposed FY2021/2022 budgets, roughly \$37,500 each year. The DTE Planner recently (May 6th) to indicate he was going into the office to prioritize putting the cost estimates together.

Based on input from TIFA and City Council, administration is prioritizing the parking lot behind Chaps/Kens. We are estimating this project at \$350,000. If the DTE work and engineering can get completed in FY2021/2022 this project will go forward this year in conjunctions with a Sewer Fund project to replace S-41 while the parking lot is ripped up.

These expenditures leave (\$62,500) for any additional Streetscape projects, such as any traffic calming measures we can determine would be helpful. Examples could be installing crosswalk signs in the bump outs and potentially the crosswalk signs that go in the road. These funds can go toward the purchase the slats to complete the pedestrian oriented non-profit signs recently installed.

818.013 OTHER PROJECTS\$100,000
This line item incorporates \$86,000 for the upgrade of the Main/Division traffic signal to a “mast arm” design. MDOT continues to work towards completing this project. We also have \$3,300 budgeted in this line item for the City’s portion of the DPW barn project.

818.024 CONTRACTUAL - AUD PROJECT\$150,000

These funds are set aside to complete the roof repairs and brick work identified during the walk through as the most critical

CAPITAL IMPROVEMENTS.....\$775,000

DEPT: 965 TRANSFER OUT

999.202 TRANSFER OUT – MAJOR STREET.....\$0

999.405 TRANSFER OUT - STREET IMPROVEMENT FUND.....\$130,000

The Street Improvement Fund was originally funded by a set-aside equal to 2 mills of the general operating tax levy to provide a perpetual street improvement program. In recent years as the General Fund budget had less resources to put towards the Street Improvement Fund, TIFA has assisted in covering the contribution into the Street Improvement Fund. This year the amount of TIFA's contribution is \$130,000.

999.508 TRANSFER OUT - RECREATION FUND\$0

999.591 TRANSFER OUT - WATER FUND\$0

TRANSFER OUT\$130,000

TOTAL EXPENDITURES\$1,302,939

TIFA FUND BALANCE (JUNE 30, 2022)\$165,894

BUDGET REPORT FOR CITY OF RICHMOND
 Fund: 251 TAX INCREMENT FINANCE AUTH FD

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 AMENDED BUDGET	2020-21 PROJECTED ACTIVITY	2021-22 REQUESTED BUDGET	2021-22 RECOMMENDED BUDGET	2021-22 APPROVED BUDGET
Dept 001 - REVENUES							
251-001-402.000	TAX COLLECTION	700,515	714,337	719,361	703,995	703,995	703,995
251-001-665.000	INTEREST ON INVESTMENTS	1,022	1,000	(375)			
251-001-670.000	MISCELLANEOUS REVENUES	4,916	2,000	2,464	2,000	2,000	2,000
251-001-699.999	UNRESERVED FUND BALANCE		522,808	674,622	762,838	762,838	762,838
	NET OF REVENUES/APPROPRIATIONS - 001 - REVENUES	706,453	1,240,145	1,396,072	1,468,833	1,468,833	1,468,833
Dept 200 - ADMINISTRATION							
251-200-702.000	SALARY & WAGES	42,175	50,481	50,481	50,481	50,481	50,481
251-200-707.000	OVERTIME WAGES	476	500	300	500	500	500
251-200-712.000	EMPLOYEE BENEFITS	9,854	15,888	15,533	15,533	15,533	15,533
251-200-715.000	BC\BS DEDUCTIBLE	343	1,425	300	1,425	1,425	1,425
251-200-808.000	AUDIT SERVICES	7,000	7,000	7,000	7,000	7,000	7,000
251-200-818.000	CONTRACTUAL SERVICES	4,571	8,000	7,000	8,000	8,000	8,000
251-200-826.000	LEGAL FEES		1,000				
251-200-864.000	CONFERENCE & WORKSHOPS	525	1,000		1,000	1,000	1,000
251-200-873.000	TRAVEL EXPENSE	1,359	2,000	2,000	2,200	2,200	2,200
251-200-880.000	COMMUNITY PROMOTION	17,315	25,000	8,000	25,000	25,000	25,000
251-200-920.000	UTILITIES	50,482	60,000	58,000	60,000	60,000	60,000
251-200-945.000	ADMINISTRATION FEES	9,000	9,000	9,000	9,000	9,000	9,000
251-200-956.000	MISCELLANEOUS	156	500		800	800	800
251-200-958.000	MEMBERSHIP & DUES	5,870	7,000	5,880	6,500	6,500	6,500
251-200-977.000	EQUIPMENT ACQUISITION	12,897	50,000	17,140	40,000	40,000	40,000
	NET OF REVENUES/APPROPRIATIONS - 200 - ADMINISTRATION	(162,023)	(238,794)	(180,634)	(227,439)	(227,439)	(227,439)
Dept 442 - DEPARTMENT OF PUBLIC WORKS							
251-442-702.000	SALARY & WAGES	17,164	20,000	17,200	20,000	20,000	20,000
251-442-707.000	OVERTIME WAGES	1,838	5,000	2,300	5,000	5,000	5,000
251-442-712.000	EMPLOYEE BENEFITS	7,804	9,500	7,800	9,500	9,500	9,500
251-442-757.000	OPERATING SUPPLIES	3,700	5,000	3,000	11,000	11,000	11,000
251-442-818.000	CONTRACTUAL SERVICES	9,225	10,000	9,300	15,000	15,000	15,000
251-442-940.000	EQUIPMENT RENTAL	11,974	15,000	10,000	15,000	15,000	15,000
	NET OF REVENUES/APPROPRIATIONS - 442 - DEPARTMENT OF	(51,705)	(64,500)	(49,600)	(75,500)	(75,500)	(75,500)
Dept 548 - WATER SYSTEM EXPENSE							
251-548-968.000	DEPRECIATION EXPENSE	86,994	95,000	95,000	95,000	95,000	95,000
	NET OF REVENUES/APPROPRIATIONS - 548 - WATER SYSTEM E	(86,994)	(95,000)	(95,000)	(95,000)	(95,000)	(95,000)
Dept 900 - CAPITAL IMPROVEMENTS							
251-900-818.011	CONTRACTUAL-FACADE PROGRAM	57,209	75,000	68,000	75,000	75,000	75,000
251-900-818.012	CONTRACTUAL-STREETScape IMP	9,167	110,000	50,000	450,000	450,000	450,000
251-900-818.013	OTHER PROJECTS	15,330	160,000	60,000	100,000	100,000	100,000
251-900-818.024	CONTRACUAL - AUD PROJECT				150,000	150,000	150,000
	NET OF REVENUES/APPROPRIATIONS - 900 - CAPITAL IMPROV	(81,706)	(345,000)	(178,000)	(775,000)	(775,000)	(775,000)
Dept 965 - TRANSFER OUT							
251-965-999.405	Transfer Out: Street Improvem	130,000	130,000	130,000	130,000	130,000	130,000
	NET OF REVENUES/APPROPRIATIONS - 965 - TRANSFER OUT	(130,000)	(130,000)	(130,000)	(130,000)	(130,000)	(130,000)
	ESTIMATED REVENUES - FUND 251	706,453	1,240,145	1,396,072	1,468,833	1,468,833	1,468,833
	APPROPRIATIONS - FUND 251	512,428	873,294	633,234	1,302,939	1,302,939	1,302,939
	NET OF REVENUES/APPROPRIATIONS - FUND 251	194,025	366,851	762,838	165,894	165,894	165,894

**CAPTURED ASSESSED VALUE SHARING AGREEMENT
BETWEEN
THE CITY OF RICHMOND TAX INCREMENT FINANCE AUTHORITY
AND THE CITY OF RICHMOND**

THIS AGREEMENT is made by and between **THE CITY OF RICHMOND TAX INCREMENT FINANCE AUTHORITY**, an authority created by the City of Richmond in accordance with Act 450, Public Acts of Michigan, 1980, as amended (the "TIFA"), and **THE CITY OF RICHMOND**, a Michigan municipal corporation (the "City").

WHEREAS, the TIFA was created by the City under the authority of Act 450, Public Acts of Michigan, 1975, as amended ("Act 450"); and

WHEREAS, pursuant to Act 450, the TIFA has previously prepared and the City has approved by ordinance a [Tax Increment Financing Plan and a development plan], as amended by the TIFA and the City (the "Plan") to prevent deterioration and encourage growth within the area in which the TIFA exercises its powers (the "District"); and

WHEREAS, pursuant to the Plan, the TIFA has used and continues to use tax increment revenues, as defined in Act 450 (the "Tax Increment Revenues") to provide for the acquisition, construction and financing of certain public improvements in the development area described in the Plan (the "Development Area"), in order to promote growth within the District for the benefit of the residents of the City and all taxing units levying taxes within the Development Area; and

WHEREAS, Section 13(3) of Act 450 permits the TIFA to enter into agreements with the taxing jurisdictions in the Development Area to share a portion of the captured assessed value of the District (the "Captured Assessed Value"); and

WHEREAS, it is the desire of both the TIFA and the City to enter into an agreement to share a portion of the Captured Assessed Value pursuant to Section 13(3) of Act 450, so that some of the Tax Increment Revenues otherwise captured by the TIFA will be shared with the City.

NOW, THEREFORE, in consideration of the mutual covenants and promises of the parties, the parties agree hereto as follows:

**ARTICLE 1
SHARING OF CAPTURED ASSESSED VALUE**

1.1 Agreement to Share Captured Assessed Value. Subject to the terms and conditions of this Agreement, the TIFA hereby agrees to share annually with the City Captured Assessed Value in an amount which, for Fiscal Year 2021-2022 produces a reduction in the TIFA's Tax Increment Revenues equal to 12% of the TIFA's capture of taxes attributable to the

courier service with postage prepaid, to such party at its address set forth herein to the attention of the person whose title is set forth below. Any such notice given by mail or air courier shall be deemed defective upon two days following the date the same shall have been deposited in the US mail or other air courier service.

If to the TIFA:

City of Richmond Tax Increment Finance Authority
Attn: Director
36725 Division Road
P.O. Box 457
Richmond, Michigan 48062

Telephone: (586) 727-7571
Facsimile: (586) 727-2489

If to the City:

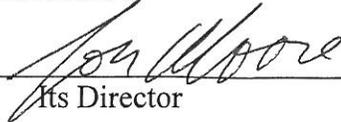
City of Richmond
Attn: City Council
36725 Division Road
P.O. Box 457
Richmond, Michigan 48062

Telephone: (586) 727-7571
Facsimile: (586) 727-2489

2.6 Counterparts. This Agreement may be signed in any number of counterparts.

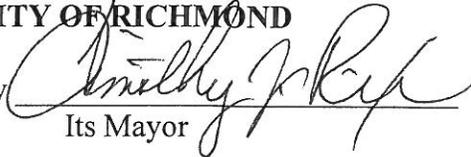
IN WITNESS WHEREOF, each of the parties hereto have executed this Agreement as of the day and year set forth immediately beneath their respective signatures.

**CITY OF RICHMOND
TAX INCREMENT FINANCE
AUTHORITY**

By 
Its Director

Date of execution: 6/9/2021

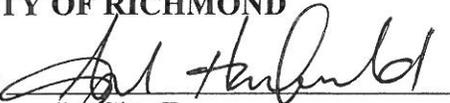
**CITY COUNCIL OF THE
CITY OF RICHMOND**

By 
Its Mayor

Date of execution: 6/7/21

Receipt acknowledged by City Treasurer

CITY OF RICHMOND

By 
Its City Treasurer

Date: 6/8/2021

21,117,904.1\074745-00016

**TAX INCREMENT FINANCE AUTHORITY
CITY OF RICHMOND
COUNTY OF MACOMB**

RESOLUTION NO. 2021-1

WHEREAS, the Tax Increment Finance Authority was established in the City of Richmond in 1984 to halt a decline in property values, increase property tax evaluation, eliminate the causes of the decline in property values and to promote growth within the Tax Increment Finance District; and;

WHEREAS, the Tax Increment Finance Authority Development Plan, Adopted in 2019, endorses infrastructure improvements; and

WHEREAS, the Tax Increment Finance Authority of Richmond has adopted the Fiscal Year 2021/2022 Budget with revenues remaining of \$165,894; and

WHEREAS, the Tax Increment Finance Authority Development Plan for the District has projects remaining that further the development program; and

WHEREAS, Public Act 450 of 1980, Section 14 (2) requires a resolution of the Tax Increment Finance Authority in order to retain the remaining funds.

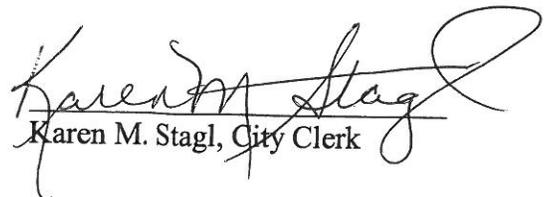
NOW, THEREFORE, BE IT RESOLVED, that the Tax Increment Finance Authority of the City of Richmond hereby dedicates:

- \$165,894 in FY2022/2023 to re-develop the parking lots on the north end based on the engineering completed in FY2021/2022.

THIS RESOLUTION WAS DULY ADOPTED BY THE TAX INCREMENT FINANCE AUTHORITY OF RICHMOND DURING ITS REGULAR MEETING HELD ON MAY 26, 2021.



Bill Ruff, Chairperson



Karen M. Stagl, City Clerk

CITY OF RICHMOND CAPITAL IMPROVEMENT PLAN

	Proposed FY 2021/22	Projected FY 2022/23	Projected FY 2023/24	Projected FY 2024/25	Projected FY 2025/26	Projected FY 2026/27
CABLE TELEVISION						
LED Panel Light Kit/Fersnel Lights	1,700					
BUILDING AND GROUNDS-CHPD						
Computer Upgrades - City Hall	12,000					
Wellness Room Upgrades	6,000					
City Hall - Parking Lot Replacement (85%C, 5%W, 5%S, 5%T)		225,000				
City Hall - Storage Bldg - Roof Replmnt (85%C, 5%W, 5%S, 5%T)	15,000					
BUILDING DEPARTMENT						
Large Format (40") Scanner		5,000				
POLICE DEPARTMENT						
Police Vehicles	54,000	54,000		55,000	56,000	57,000
Golf Cart	9,500					
GENERAL FUND CAPITAL PROJECTS						
Tree Planting program	3,000	3,000	3,000		3,000	3,000
DPW - Barn Extension (30%C, 11%M, 11%L, 30%W, 13%S, 5%T)	50,000	580,000				
DPW - Trench Drain Replacements		4,000				
WATER FUND						
Main Street Water Main Replacement			914,000			
Grove Street Infrastructure Improvements				268,000		
Forest & Park Infrastructure Improvements					115,000	
Stone Street Infrastructure Improvements						370,000
City Offices - Parking Lot Replacmnt (65%C, 15%W, 15%S, 5%T)			33,750			
City Offices - Storage Bldg - Roof Repl (65%C, 15%W, 15%S, 5%T)	2,250					
DPW - Barn Extension (33%C, 8.25%M, 8.25%L, 8.25%W, 8.25%S, 33%T)		52,500				
Master Plan Updates			6,000			
Well #4 enclosure			12,000			
Well #14 driveway & Fence upgrades	30,000					
Well #10 Permanent Generator			42,000			
GPS Upgrades	2,000					
GPS Data Plan	600	600	600	600	600	600
Vactor Replacement	25,000					
Well #14 maintenance		10,000				
Well #10 maintenance			35,000			
Well #9 maintenance	35,000					
Replace Water Lab Incubator		2,100				
Meter Reading Hardware & Software	12,000					
Water Tower Maintenance Agreement	22,357	22,357	22,357	22,357	22,357	22,357
Spot Patching	8,000	8,000	8,000	8,000	8,000	8,000
MAJOR STREET FUND						
DPW - Barn Extension (33%C, 8.25%M, 8.25%L, 8.25%W, 8.25%S, 33%T)		52,500				
Ridge Street Overlay - Entire Length	43,000					
Vactor Replacement	25,000					
Howard St Overlay - Main to Division	142,000					
Spot Patching	5,000	5,000	5,000	5,000	5,000	5,000
Crack Sealing	3,000	15,000		15,000		15,000
Traffic Services - Pavement Markings	2,000	4,000	2,000	4,000	2,000	4,000
LOCAL STREET FUND						
DPW - Barn Extension (33%C, 8.25%M, 8.25%L, 8.25%W, 8.25%S, 33%T)		52,500				
Vactor Replacement	25,000					
Seymour Street Pulverize & Overlay	200,000					
Burke Drive Reconstruction		220,000				
Diane Lane Reconstruction			179,000			
Grove Street Infrastructure Improvements				466,200		
Park & Forest Street Infrastructure Improvements					160,000	
Stone Street Infrastructure Improvements						494,000
Spot Patching	5,000	5,000	5,000	5,000	5,000	5,000
Crack Sealing	3,000	15,000		15,000		15,000
Traffic Services - Pavement Markings	2,000	2,000	2,000	2,000	2,000	2,000
SIDEWALK IMPROVEMENT FUND						
Richwood Lane - SWIP Program	\$135,000					
FIRE FUND						
Turnout Gear	12,000	10,000	10,000	12,000	12,000	12,000
Replace Bullard Fire Helmets	8,000					
SCBAs Flow Test	1,000	1,250	1,250	1,250	1,250	1,250
Ice Rescue Equip	2,500	2,500	2,500	2,500	2,500	2,500
Replace Hose	1,000	1,500	1,500	1,500	1,500	1,500
New SCBAs	21,500	12,000	12,000	12,000	12,000	12,000
Rope & Rescue Certifications	2,500		2,500			
I-Pad Chief Laptop		2,000		2,000		
Thermal Image Camera		9,000		9,000		
Ladder Testing		1,500	1,500	1,500	1,500	1,500
Hose Testing	2,750	3,000	3,000	3,250	3,250	3,250
Vehicle/Eqpt. Maintenance & Pump Test	6,000	6,000	6,000	6,500	6,500	6,500
New Fire Software System		4,500		1,000		1,000
Radio Equipment User Fees	5,200	5,400	5,400	5,600	6,000	6,000
Radio Equipment New Charger	3,500					
Department New Hires	2,750	3,000	3,000	3,000	3,000	3,000
Misc Training Re-Certs County	2,000	2,000	2,000	2,000	2,250	2,250
Replace Bay Doors			7,500			
Replace Chief's Office Floor						
Refurb/Replace Tanker	2,500		275,000			

CITY OF RICHMOND CAPITAL IMPROVEMENT PLAN

	Proposed FY 2021/22	Projected FY 2022/23	Projected FY 2023/24	Projected FY 2024/25	Projected FY 2025/26	Projected FY 2026/27
CEMETERY FUND						
WWTP EQUIPMENT REPLACEMENT FUND						
Return Activated Sludge Screw Pumps	150,000					
Grit Classifier & Cyclone Separator	100,000					
Final Clarifier Effluent Weirs		50,000				
Raw Sewage Screw Pumps		350,000				
Boiler Damper Repairs				10,000		
Sludge Screw Press						300,000
Air Compressor			15,000			
BOD Incubator		3,000				
Analytical Balance	3,000					
MCC Clarifier & Ditches	75,000					
DPW VEHICLE & EQUIPMENT REPLACEMENT FUND						
Leaf Vacuum Trailer		125,000				
Pickup GMC 2500 4x4, standard box				30,000		
Replace dump box on 1 Ton Dump (2004 Ford #9)	14,000					
Equip. Purchase - Backhoe						100,000
Wood Chipper & Box	35,000					
Gator Snow Blade		2,000				
RECREATION FUND						
Basketball Courts - Crack Sealing	2,500					
Basketball Courts - Divider Fence Repair	3,000					
Derby Pit Barn - Approach	11,500					
Lounge Chairs for Pool	3,500				12,500	83,000
HVAC Replacement Community Center						
New Flooring Community Center		16,000				150,000
SANITARY SEWER FUND						
Spot Patching	2,500	2,500	2,500	2,500	2,500	2,500
City Offices - Parking Lot Replacement (65%C, 15%W, 15%S, 5%T)			33,750			
City Offices - Storage Building - Roof Replacement (65%C, 15%W, 15%S, 5%T)	2,250					
DPW - Barn Extension (33%C, 8.25%M, 8.25%L, 8.25%W, 8.25%S, 33%T)		52,500				
Master Plan Updates			6,000			
S-41 Sewer - Water to Monroe		100,000				
GPS Upgrades	2,000					
Vactor Replacement	340,000					
Lift Station Radio Upgrades	10,000		10,000			
LOIS WAGNER MEMORIAL LIBRARY						
Staff & Public Computer Replacement	2,000	2,000	2,000	2,000	2,000	2,000
Library Re-Design		269,000				
Library Façade Repairs	2,000					
TAX INCREMENT FINANCE AUTHORITY						
Town Clock Rehabilitation	20,000					
Alley Paving		250,000				
Main & Division Signal Upgrade (Mast Arm Design)	86,000					
DPW, Library, and Recreation Phone System Replacement		60,000				
Streetscape Improvements	110,000	100,000	80,000			
Façade Improvement Programs	75,000	75,000	75,000	75,000	75,000	75,000
Splash Pad			250,000			
TOTALS	2,002,357	2,398,207	1,894,607	1,251,757	447,707	1,691,207

FUNDING SOURCES

General Fund	100,200	61,000	227,000	57,000	58,000	59,000
Major Street Fund	220,000	76,500	7,000	24,000	7,000	24,000
Local Street Fund	235,000	294,500	186,000	488,200	167,000	516,000
Fire Fund	48,500	38,250	27,250	40,250	29,250	29,250
HUD Fund	135,000	0	0	0	0	0
Recreation Fund	20,500	16,000	0	0	12,500	233,000
Sanitary Sewer Fund	356,750	155,000	52,250	2,500	2,500	2,500
Water Fund	137,207	95,557	1,073,707	298,957	145,957	400,957
Cemetery Fund	#REF!	#REF!	#REF!	#REF!	#REF!	#REF!
WWTP Equipment Replacement Fund	328,000	403,000	15,000	10,000	0	300,000
DPW Vehicle & Equipment Replacement Fund	49,000	127,000	0	30,000	0	100,000
TIFA Fund	271,000	235,000	155,000	75,000	75,000	75,000
Grants - Federal						
Grants - State						
Grants - Other						
TOTALS	#REF!	#REF!	#REF!	#REF!	#REF!	#REF!

Note: Cells highlighted in yellow are items subject to Planning Commission review and approval.