



CITY OF RICHMOND

Department of Planning & Development Review *Staff Report*

Ord. No. 2016-249: To transfer funds in the amount of \$559,343.13 from the Richmond Retirement System special fund in the Fiscal Year 2016-2017 Special Fund Budget and to amend the Fiscal Year 2016-2017 Capital Budget in the City Facilities category by appropriating such transferred funds in the amount of \$559,343.13 to the City Hall Renovation Project in the City Facilities category for the purpose of renovating office space in City Hall.

To: City Planning Commission
From: Land Use Administration
Date: October 3, 2016

PETITIONER

City of Richmond
Department of Public Works

LOCATION

730 East Broad Street

PURPOSE

To accept funds from Richmond Retirement System and appropriate such funds to the City of Richmond, City Hall Renovations Project CIP #500438 for the purpose of funding continued renovations in the City Hall Renovations Program.

SUMMARY & RECOMMENDATION

The City recognized the need to renovate areas within City Hall for better customer service, patron environment, consolidate department staff and improve functionality. The first phase of the City Hall Renovation Program was to relocate all City Attorney offices located around the city to the City Hall 4th Floor and renovate City Hall Lobby. In order to accomplish the 4th Floor Renovation, the Department of Parks & Recreation was relocated to Admiral Street, Press Secretary Office was relocated to the City Hall 11th Floor and Richmond Retirement was relocated to 730 E. Broad Street.

Under the terms of the Agreement to relocate the Richmond Retirement System, the City would build out the tenant up-fit space at 730 E. Broad Street, 9th Floor to meet the needs of RRS and the costs for construction would be reimbursed to the City for a total of \$559,343.13. Under the terms of this Agreement, the City has received the total sum of \$559,343.13 and those funds are needed to support Phase III of the City Hall Renovation Program.

The Department of Public Works recommends approval of this ordinance.

FINDINGS OF FACT

Fiscal Impact/Cost to City

\$559,343.13 will be appropriated to the FY 17 CIP Budget.

Budget Amendment

An amendment to the FY2017 Capital Improvement Program is needed to appropriate reimbursement revenue for the City Hall Renovation Program.

Site Description

730 East Broad Street

Master Plan

The Downtown Plan states, "The Urban Core Area is the most urban Character Area. This area is characterized by high density, an intense mix of uses, and civic buildings of regional significance, distributed along urban blocks with wide sidewalks, regular street tree plantings, and buildings that front the street. City Center is an example of the urban core condition in Downtown Richmond, with tall buildings that contain a range of office, residential and retail space. Continued pedestrian-oriented development will support a vibrant street realm in City Center" (p. 3.27).

Staff Contact: Donald R. Summers, Chief Capital Projects