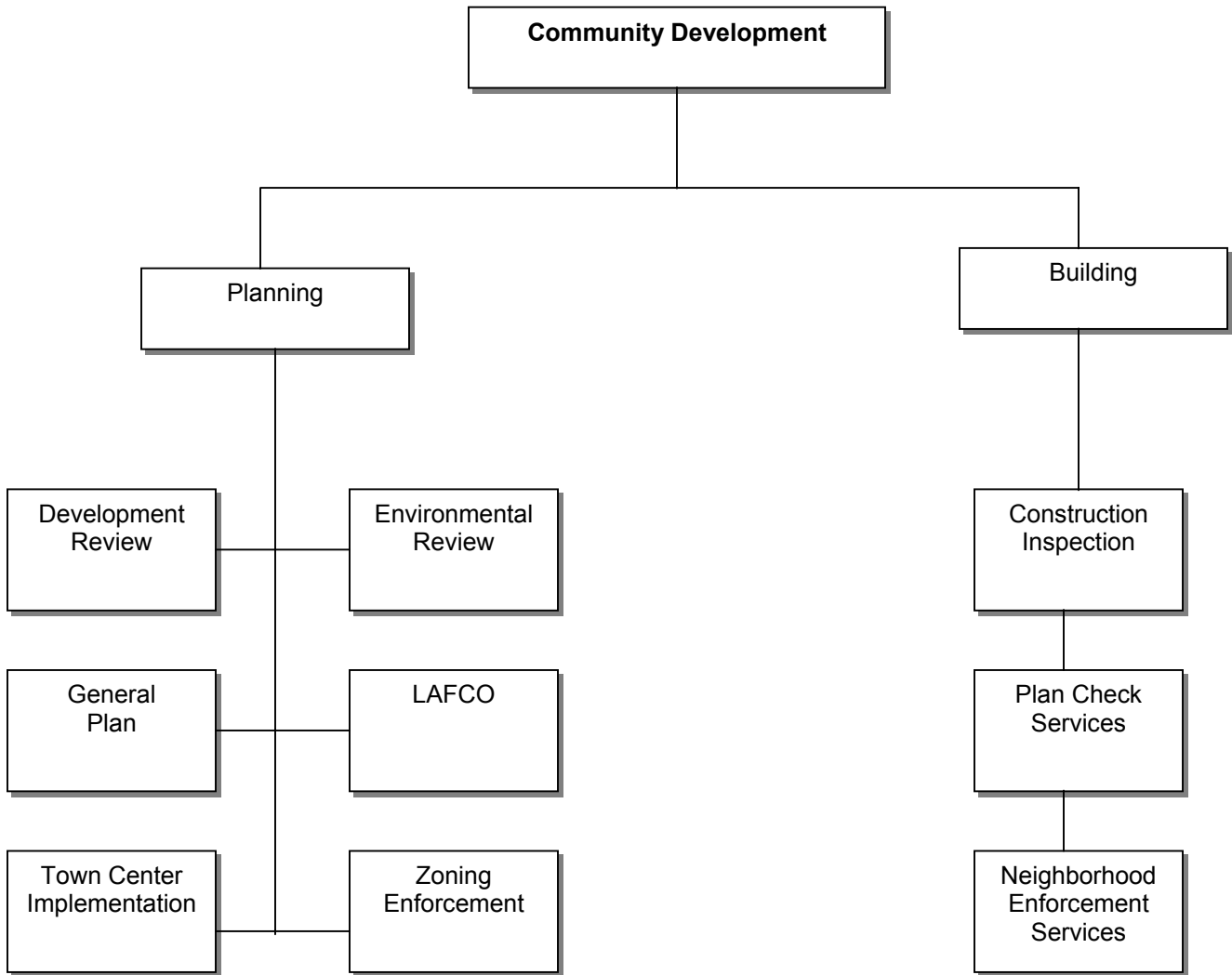

Community Development



Community Development

	Actual Expenditures 2001-02	Total Budget 2002-03	Adopted Budget 2003-04	Change From Prior Year	% Change
Full Time Equivalent Positions	9.5	11.0	12.0	1.0	9.1%
Salaries & Benefits	\$ 502,231	\$ 677,165	\$ 920,847	\$ 243,682	36.0%
Supplies & Services	168,549	200,806	299,026	98,220	48.9%
Capital Acquisitions	-	-	-	-	0.0%
Contributions to Other Funds	-	-	-	-	0.0%
Total	\$ 670,780	\$ 877,971	\$ 1,219,873	\$ 341,902	38.9%

Financing Sources

General Fund	670,780	877,971	1,219,873
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PERSONNEL SUMMARY (shown in full time equivalents)

	Total Budget 2002-03	Adopted Budget 2003-04
Administration		
Community Development Director	1	1
Administrative Assistant	1	1
<i>Subtotal</i>	2	2
Planning		
Senior Planner	1	1
Associate Planner	1	1
<i>Subtotal</i>	2	2
Building		
Chief Building Inspector	1	1
Building Inspector	2	3
Code Enforcement Officer	1	1
Community Development Tech I/II	2	2
Administrative Clerk I/II/III	1	1
<i>Subtotal</i>	7.0	8.0
Grand Total	11.0	12.0

Community Development

MISSION STATEMENT

Create a distinctive and livable community through quality design, use of good site development and building standards, and efficient use of land and services. In so doing provide everyone with professional and courteous service in a fair and timely manner.

SERVICE DESCRIPTION

The Community Development Department plans for and implements the growth and physical development of the city. This is done by working with the community to develop a 20 year vision for the city that will have 100,000 residents, and overseeing private development from its inception on a piece of paper through completion of building construction. This oversight ensures that the city plan is implemented per the community's desires and that compliance with all State and local safety regulations are met.

STRATEGIC ISSUES

1. Complete the General Plan Update and begin the process of implementing the plan by revising the zoning code, impact fees, design guidelines and complete pre-annexation zoning.
2. Reevaluate and, where needed, strengthen the City code enforcement ordinances to enhance our ability to protect the public's health and safety and beautify our community.
3. Ensure that City interests are preserved through continued involvement and participation in the International Building Code development and adoption process at the State level.

FY 2002 – 2003 ACCOMPLISHMENTS

- ❖ The active building cycle that began in mid 2000 has continued through its third year. The value of new construction in Yuba City has continued to increase annually. In calendar year 2002 it exceeded \$200 million. While \$80 million of that amount

was tied to the two power generating plants built in the City; an even larger sum was from single-family residential development. Single-family residential construction climbed to almost 600 new homes constructed in calendar year 2002. To feed this housing demand 19 new residential subdivisions containing over 1200 lots were approved by the Planning Commission during the 2002 calendar year. Non-residential development is also on the upswing. On the retail side this includes a new Motel 6, Gold Country Bank and several fast food buildings. Also completed were six new small office buildings, three industrial warehouses, 67,000 square feet of mini storage buildings and a new church parish hall. We have also continued the ongoing program of annexing new lands into the City.

- ❖ Continuing progress was also made on long range plans for the City. The update of the urban area general plan is well underway. The new plan will cover our entire 25 square mile sphere of influence and plan for a population of over 100,000 residents and all associated residential, commercial, office and industrial development, parks, streets and other services. That plan is expected to be completed during the first half of the fiscal year. The Harter Specific Plan is also well underway, with its completion expected prior to the end of the 2002-2003 fiscal year. That 180 acre plan envisions a mixed use development of single family and multifamily residences, a large commercial area next to Home Depot and over 60 acres of office or jobs related buildings.
- ❖ The code enforcement program has been significantly improved this year with the hiring of a full time code enforcement officer. As has been our goal, the huge majority of violations are being resolved voluntarily without the use of the citation process.

FY 2002-2003 PERFORMANCE MEASURE RESULTS

1. Complete plan checks within a three-week period. *Achieved.*

Community Development

2. Respond to complaints within a two-day period. *Achieved.*
3. Deliver agenda packets to the Planning Commission within 10 days of the meeting. *Achieved.*
4. Complete the Specific Plan for the development of the Harter property. *Achieved.*

FY 2003 - 2004 INITIATIVES

- ❖ Complete the 20-year General Plan for the City's sphere of influence.
- ❖ Continue annexing land that is within our sphere of influence.
- ❖ Continue to be involved with the development of the International Building Code process.
- ❖ Develop an educational program on local code regulations for local contractors.
- ❖ Develop a customer service survey for planning, building and code enforcement to identify customer concerns and expectations. Work to make departmental improvements identified by the survey results.
- ❖ Create partnerships with local businesses that sell products that require permits to install. Educate these businesses on permit requirements so they can pass it along to their customers.
- ❖ Continue to improve the code enforcement program, including the strengthening of our codes, develop a procedure manual that standardizes our process and better utilize the code enforcement computer program that tracks violations.
- ❖ Continue to work with developers and other interested parties to ensure that new development is of a quality that enhances the City's image.

- ❖ Continue to work with the Redevelopment Agency, business owners and property owners on downtown improvement projects.
- ❖ Continue to provide exceptional customer service.

FY 2003-2004 PERFORMANCE MEASURES

1. Reduce the number of failed building inspections by 10% until the pass fail rate reaches 70/30.
2. Reduce plan check turn around time on initial comments by 33% on commercial (nonstructural) tenant improvement plans and residential additions and alterations from three weeks to two weeks.
3. Resolve 95% of code enforcement cases without the use of citations.

Planning

100-1910

Appropriation Line-Item	Actual 2001-2002	Adopted 2002-2003	Adopted 2003-2004
612 Salaries & Wages	\$ 207,077	\$ 281,338	\$ 311,169
613 Extra Help	3,697	5,400	5,000
614 Overtime	380	2,000	3,000
615 Total Benefits	36,151	54,215	81,471
Salaries & Benefits Sub - Total	247,305	342,953	400,640
622 Telephone	2,500	3,600	3,600
623 Postage & Freight	2,362	9,000	10,000
624 Advertising	1,961	1,800	3,000
625 Forms & Supplies	4,727	5,100	5,750
626 Printing & Binding	750	6,800	6,800
627 Professional Services	45,721	50,000	50,000
628 Travel & Meeting	11,301	13,700	14,700
631 Dues & Subscriptions	1,782	2,050	2,200
633 Equipment - O & M	161	300	300
635 Vehicle - O & M	211	-	-
638 Small Tools & Supplies	-	200	200
643 Insurance	4,900	6,252	5,818
648 Filing Fees	100	200	200
658 Computer ISF	7,448	6,595	7,107
660 Other Material and Supplies	16	350	350
Supplies & Services Sub - Total	83,940	105,947	110,025
692 Capital Acquisitions	-	-	-
Acquisitions Sub - Total	-	-	-
Total Appropriations	\$ 331,245	\$ 448,900	\$ 510,665

Building**100-1920**

Appropriation Line-Item	Actual 2001-2002	Adopted 2002-2003	Adopted 2003-2004
612 Salaries & Wages	\$ 175,895	\$ 246,786	\$ 347,217
613 Extra Help	4,785	15,400	25,000
614 Overtime	27,984	10,000	25,000
615 Total Benefits	46,262	62,026	122,990
Salaries & Benefits Sub - Total	254,926	334,212	520,207
622 Telephone	5,106	7,400	9,000
623 Postage & Freight	1,084	950	1,200
625 Forms & Supplies	3,396	3,400	5,000
626 Printing & Binding	3,418	1,000	3,000
627 Professional Services	42,021	30,000	110,000
628 Travel & Meeting	7,008	12,875	15,850
631 Dues & Subscriptions	3,457	8,325	2,450
633 Equipment - O & M	-	450	450
634 Special Equipment - O & M	13	475	475
635 Vehicle - O & M	9,288	11,271	18,817
638 Small Tools & Supplies	679	2,400	1,600
639 Training Programs	336	-	-
643 Insurance	4,340	5,894	7,397
658 Computer ISF	4,463	10,419	13,762
Supplies & Services Sub - Total	84,609	94,859	189,001
692 Capital Acquisitions	-	-	-
Acquisitions Sub - Total	-	-	-
Total Appropriations	\$ 339,535	\$ 429,071	\$ 709,208
