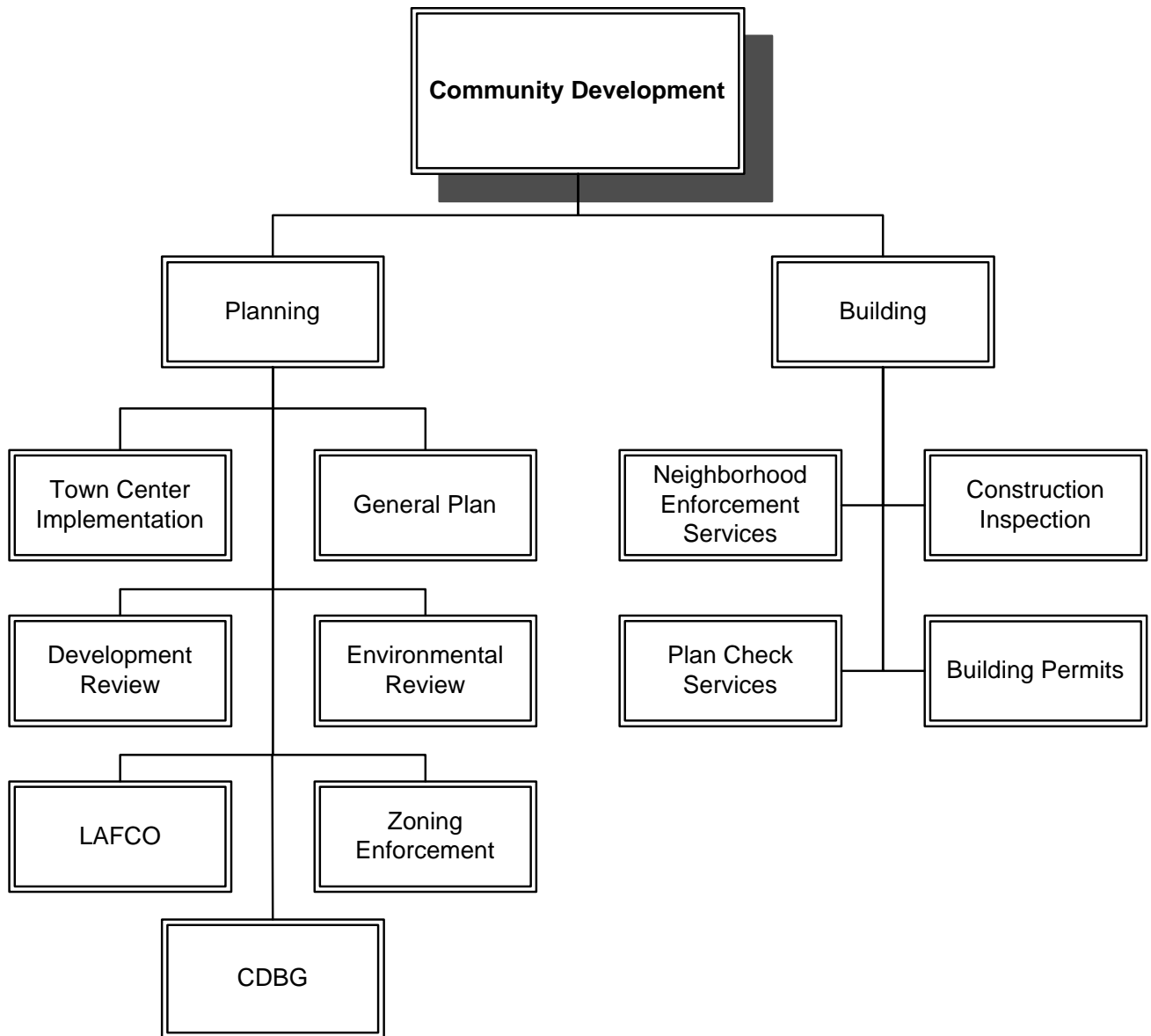


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# Community Development

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# Community Development

## BUDGET SUMMARY

	Actual Expenditures 2002-2003	Total Budget 2003-2004	Adopted Budget 2004-2005	Change From Prior Year	% Change
Full Time Equivalent Positions	11.0	13.0	15.0	2.0	15.4%
Salaries & Benefits	\$ 708,950	\$ 920,847	\$ 1,164,286	\$ 243,439	26.4%
Supplies & Services	302,922	299,026	332,543	33,517	11.2%
Capital Acquisitions	9,245	-	-	-	0.0%
Contributions to Other Funds	-	-	-	-	0.0%
<b>Total</b>	<b>\$ 1,021,117</b>	<b>\$ 1,219,873</b>	<b>\$ 1,496,829</b>	<b>\$ 276,956</b>	<b>22.7%</b>

### Financing Sources

General Fund	1,021,117	1,219,873	1,496,829
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## PERSONNEL SUMMARY

(shown in full time equivalents)

	Total Budget 2003-2004	Adopted Budget 2004-2005
<b>Administration</b>		
Community Development Director	1	1
Administrative Assistant	1	1
<i>Subtotal</i>	2	2
<b>Planning</b>		
Senior Planner	1	1
Associate Planner	1	1
Assistant/Associate Planner	0	1
<i>Subtotal</i>	2	3
<b>Building</b>		
Chief Building Inspector	1	1
Building Inspector	3	2
Building Inspector II	0	1
Building Inspector I limited term	0	1
Code Enforcement Officer	1	1
Community Development Tech I/II	2	2
Administrative Clerk I/II/III	1	1
<i>Subtotal</i>	8.0	9.0
<b>Community Development Block Grant (CDBG Fund)</b>		
Assoc. Planner/Housing Analyst	1	1
<i>Subtotal</i>	1.0	1.0
<b>Grand Total</b>	<b>13.0</b>	<b>15.0</b>

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# Community Development

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## 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. Safeguard the citizens of our community by the continued participation in code development and to support the adoption of the International Building Code at the State level.
2. Ensure public health and safety in building construction by providing an informed and knowledgeable working staff.
3. Enhance communication between the City and our customers by providing an open discussion forum for feedback on department services.
4. Complete the pre-annexation zoning for the *Sphere of Influence* in conformance with the General Plan Land Use Diagram.
5. Complete the re-write of the zoning regulations and the sub-division ordinance along with design guidelines.

6. Complete the impact fee update to address future growth based on the newly adopted General Plan.
7. Complete the Code Enforcement procedures manual and revise the Municipal Code where appropriate to achieve consistency.

## FY 2003 – 2004 ACCOMPLISHMENTS

- ❖ The building community continues to enjoy a very productive 2003-2004 year, including an increase of 25% on issued permits for new single-family dwellings. Some 750 single-family permits and 148 apartment unit complex permits were issued. There were 32 new commercial projects issued. Retail development totaled over 213,000 square feet in four new projects. Three new medical buildings totaled over 113,000 square feet between them. Nineteen other commercial buildings with over 100,000 square feet in office and industrial uses began construction. The 2003 permit valuation exceeded \$166 million. The Sleep Train project completed construction as well as two new restaurants; Burger Hut and Jack in the Box.
  - ❖ The update of the urban area General Plan was completed. The new plan will cover our entire 23 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. The Harter Specific Plan also concluded in 2004. The 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.
  - ❖ Code enforcement continues to evaluate our current municipal codes. There were 321 cases opened of which 319 were resolved. The City continues to receive voluntary compliance to resolve most complaints. Only one citation was issued in 2003.
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# Community Development

## FY 2004 - 2005 INITIATIVES

- ❖ 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, implement and improve the City's services as identified in our 2003 customer survey.
- ❖ 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, developing a procedure manual that standardizes our process, and better utilize the code enforcement computer program for tracking 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.

## CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. Reduce the number of failed building inspections by 5% 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.

Work Volume	Number of Failed Building Inspections
2002-2003 Actual	34.5%
2003-2004 Target	31.1%
2003-2004 Dept Est	36.5%
2004-2005 Target	31.1%

Work Volume	Reduce Plan Check Turn Around Time
2002-2003 Actual	No data
2003-2004 Target	30%
2003-2004 Dept Est	30%
2004-2005 Target	33%

Work Volume	Code Enforment Cases without the Citations
2002-2003 Actual	99.9%
2003-2004 Target	95.0%
2003-2004 Dept Est	95.0%
2004-2005 Target	95.0%

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# Planning

100-1910

Appropriation Line-Item		Actual 2002-2003	Adopted 2003-2004	Adopted 2004-2005
612	Salaries & Wages	\$ 267,641	\$ 311,169	\$ 366,610
613	Extra Help	1,200	5,000	20,000
614	Overtime	3,539	3,000	3,000
615	Total Benefits	50,212	81,471	133,170
<b>Salaries &amp; Benefits Sub - Total</b>		<b>322,592</b>	<b>400,640</b>	<b>522,780</b>
622	Telephone	3,215	3,600	4,128
623	Postage & Freight	8,697	10,000	7,000
624	Advertising	3,790	3,000	3,000
625	Forms & Supplies	6,343	5,750	6,909
626	Printing & Binding	10,212	6,800	7,000
627	Professional Services	21,313	50,000	50,000
628	Travel & Meeting	13,409	14,700	14,700
631	Dues & Subscriptions	1,913	2,200	2,200
633	Equipment - O & M	425	300	300
635	Vehicle - O & M	330	-	150
638	Small Tools & Supplies	195	200	200
643	Insurance	6,252	5,818	5,539
648	Filing Fees	50	200	200
658	Computer ISF	6,595	7,107	7,452
660	Other Material and Supplies	628	350	350
<b>Supplies &amp; Services Sub - Total</b>		<b>83,367</b>	<b>110,025</b>	<b>109,128</b>
692	Capital Acquisitions	-	-	-
<b>Acquisitions Sub - Total</b>		<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Appropriations</b>		<b>\$ 405,959</b>	<b>\$ 510,665</b>	<b>\$ 631,908</b>

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## City of Yuba City 2004-2005 Budget

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Patriot Park

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**Building****100-1920**

Appropriation Line-Item		Actual 2002-2003	Adopted 2003-2004	Adopted 2004-2005
612	Salaries & Wages	\$ 238,667	\$ 347,217	\$ 410,499
613	Extra Help	32,677	25,000	25,000
614	Overtime	43,086	25,000	25,000
615	Total Benefits	71,928	122,990	181,007
<b>Salaries &amp; Benefits Sub - Total</b>		<b>386,358</b>	<b>520,207</b>	<b>641,506</b>
622	Telephone	7,009	9,000	11,400
623	Postage & Freight	1,488	1,200	1,200
625	Forms & Supplies	4,391	5,000	5,950
626	Printing & Binding	726	3,000	3,000
627	Professional Services	151,252	110,000	135,000
628	Travel & Meeting	11,498	15,850	15,850
631	Dues & Subscriptions	6,126	2,450	2,450
633	Equipment - O & M	3,602	450	450
634	Special Equipment - O & M	736	475	475
635	Vehicle - O & M	13,646	18,817	20,795
638	Small Tools & Supplies	2,768	1,600	3,600
639	Training Programs	-	-	-
643	Insurance	5,894	7,397	7,039
658	Computer ISF	10,419	13,762	16,206
<b>Supplies &amp; Services Sub - Total</b>		<b>219,555</b>	<b>189,001</b>	<b>223,415</b>
692	Capital Acquisitions	9,245	-	-
<b>Acquisitions Sub - Total</b>		<b>9,245</b>	<b>-</b>	<b>-</b>
<b>Total Appropriations</b>		<b>\$ 615,158</b>	<b>\$ 709,208</b>	<b>\$ 864,921</b>

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## City of Yuba City 2004-2005 Budget

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Feather River  
Bike Trail

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