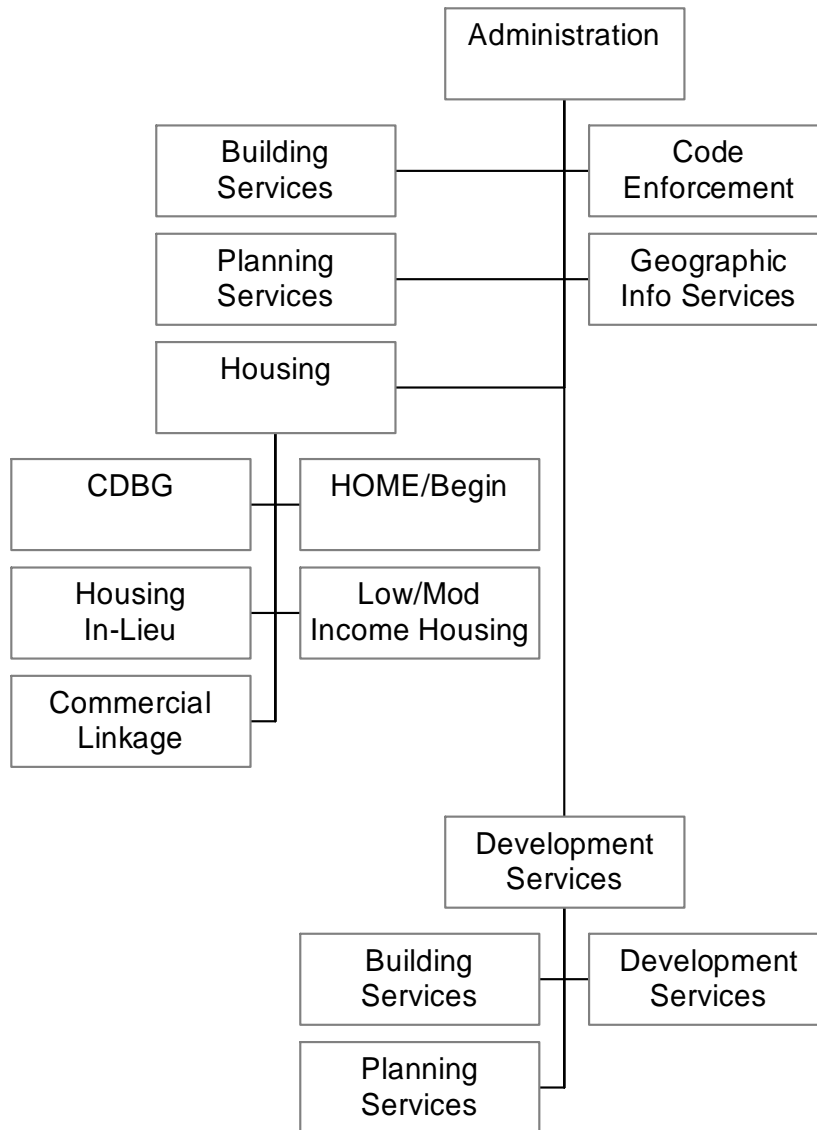


# COMMUNITY DEVELOPMENT



## COMMUNITY DEVELOPMENT

Community Development is organized based on five primary functions: planning, building, housing, geographic information systems (GIS) and code enforcement. Our work program for the coming year is intended to build on already implemented technology and customer service advancements; to implement a new program for code enforcement, begin the public process for City's development code update; continue to provide timely and efficient permit processing and development review; and continue to be a major contributor in developing and implementing city policy and program initiatives consistent with City Council goals. The Department has 16.1 authorized positions in the General Fund; and for the first time, 3.9 positions funded through a new Development Services Fund created to more directly account for the actual staff cost of development review-related services and for services related to the implementation and maintenance of the General Plan. Two positions in Housing are funded through the Low/Moderate Income Housing Fund and Community Development Block Grants.

### MISSION STATEMENT

To provide timely, professional building, code enforcement, housing, GIS, inspection and planning services that respond to the needs of the public and result in a safe and balanced community.

### CHALLENGES FACING DEPARTMENT

The most significant challenge for Community Development for 2006-2007 will continue to be effectively utilizing existing staff resources to maintain and, wherever possible, improve levels of service throughout the development review process. Community Development continues to use technology to improve customer service and increase access to in-demand public information (parcel data, zoning and general plan land use information, forms, permit status, inspection scheduling, etc.) that reduces the need for a trip to City Hall. The anticipated adoption of the new General Plan will require CDD staff to quickly learn, understand and apply new policies and programs in order to effectively process new development applications and respond to questions from the public.

### PERFORMANCE MEASURERS FY 05-06

- *Adoption of new code enforcement ordinance and program*  
Outcome – With the assistance of the City Attorney's office, a scope of work for a new code enforcement program was completed; a citywide needs assessment was completed and presented to the City Council in May 2006 for further direction; staffing and budget recommendations for a new code enforcement program are included in the FY 06-07 budget.
- *Initiate public process on new development code*  
Outcome - This objective has been delayed because it is dependent on the adoption of the new General Plan. It is a performance objective for FY 06-07.

- *Assist with the transfer of development engineering and public works inspection functions to Public Works*  
Outcome - The physical transfer of development engineering and public works inspection staff was completed in the Fall of 2005; customer service, permitting and application procedures and cost recovery procedures are still being worked out in cooperation with Public Works staff.
- *Continue to improve the effectiveness of the Community Development cost recovery system*  
Outcome - Testing of a new time keeping and accounting component of our Accela permit tracking system were initiated in March of 2006; work is on-going with Administrative Services to address outstanding accounting and budget reconciliation issues with the cost recovery system.

#### PERFORMANCE MEASURERS FY 06-07

- Implement a new centralized code enforcement program, including new legislation, administrative procedures and staffing recommendations
- Begin implementation of the new General Plan
- Initiate public process on new development code following adoption of the General Plan
- Continue to expand the use of technology for public information and improved services
- Continue to support the City Council, Planning Commission, Site Plan and Architectural Review Committee, other City departments and the community with the highest quality, professional staff research, analysis and recommendations.

Community Development

Summary of Expenses, Appropriations, Revenue and Transfers In - All Funds

Department/ Division	FY 2005-06 Funded Positions	FY 2006-07 Funded Positions	General Fund	Other Funds	FY 2006-07 Total Budget
Administration	5.00	3.60	\$ 570,450		\$ 570,450
Inspection Services	3.00	6.30	\$ 496,650		\$ 496,650
Permit Services	4.00	0.00	\$ -		\$ -
Planning Services	6.00	4.20	\$ 407,500		\$ 407,500
Code Enforcement	0.00	1.50	\$ 211,950		\$ 211,950
GIS	2.00	1.00	\$ 120,600		\$ 120,600
CDBG	0.40	0.40		\$ 482,400	\$ 482,400
HOME/Begin Grants	0.00	0.00		\$ 4,000,000	\$ 4,000,000
Housing In-Lieu	0.00	0.00		\$ 1,449,350	\$ 1,449,350
Commercial Linkage Fee	0.00	0.00		\$ 147,900	\$ 147,900
Low/Mod Income Housin	1.60	1.60		\$ 3,318,550	\$ 3,318,550
Community Developmen	<u>0.00</u>	<u>3.90</u>		\$ 1,296,000	\$ 1,296,000
<b>Total Positions</b>	<b>22.00</b>	<b>22.50</b>	<b>Total Appropriations</b>		<b><u>\$ 12,501,350</u></b>

Part Time

Full Time Equivalent	0.00	0.00
Part Time Hours	0	0

Budget Comparison to Prior Years - All Funds

Community Development

Description	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2006-07 Budget	% Change From Budget
Salaries	\$ 1,669,767	\$ 1,781,607	\$ 1,558,750	\$ 1,695,150	9%
Benefits	305,910	443,876	478,450	509,700	7%
Services/Supplies	679,189	911,719	601,450	917,250	53%
Capital Equipment	19,768	6,348	14,500	57,500	297%
General & Administrative	55,900	52,900	51,400	47,400	-8%
Program Expenditures	2,545,037	3,334,804	4,032,250	4,767,650	18%
Capital Imp. Projects	13,778	-	-	81,700	100%
Program Loan	<u>4,009,618</u>	<u>258,852</u>	<u>66,000</u>	<u>4,000,000</u>	5961%
Sub-Total	9,298,967	6,790,106	6,802,800	12,076,350	78%
Intragovernmental Charges	<u>317,300</u>	<u>327,000</u>	<u>325,950</u>	<u>425,000</u>	30%
<b>Totals</b>	<b><u>\$ 9,616,267</u></b>	<b><u>\$ 7,117,106</u></b>	<b><u>\$ 7,128,750</u></b>	<b><u>\$ 12,501,350</u></b>	<b>75%</b>

Community Development

Summary of Expenses, Appropriations, Revenue and Transfers In - General Fund

Department/ Division	FY 2005-06 Funded Positions	FY 2006-07 Funded Positions	FY 2006-07 Total Budget
Administration	5.00	3.60	\$ 570,450
Inspection Services	3.00	6.30	\$ 496,650
Permit Services	4.00	0.00	\$ -
Planning Services	6.00	4.20	\$ 407,500
GIS	2.00	1.00	\$ 120,600
Code Enforcement	<u>0.00</u>	<u>1.50</u>	<u>\$ 211,950</u>
<b>Total Positions</b>	<b>20.00</b>	<b>16.60</b>	<b>Total Appropriations <u>\$ 1,807,150</u></b>

Part Time		
Full Time Equivalent	0.00	0.00
Part Time Hours	0	0

Budget Comparison to Prior Years

Description	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2006-07 Budget
Salaries	\$ 1,529,893	\$ 1,640,756	\$ 1,400,400	\$ 1,159,400
Benefits	288,992	413,778	426,950	357,550
Services/Supplies	404,823	583,442	515,800	140,700
Capital Equipment	<u>19,768</u>	<u>6,348</u>	<u>14,500</u>	<u>47,500</u>
Sub-Total	2,243,476	2,644,324	2,357,650	1,705,150
Intragovernmental Charges	<u>140,350</u>	<u>137,050</u>	<u>203,950</u>	<u>102,000</u>
<b>Totals</b>	<b><u>\$ 2,383,826</u></b>	<b><u>\$ 2,781,374</u></b>	<b><u>\$ 2,561,600</u></b>	<b><u>\$ 1,807,150</u></b>

Community Development

Administration

Budget Comparison to Prior Years

Description	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2006-07 Budget
Salaries	\$ 604,826	\$ 623,077	\$ 429,100	\$ 296,150
Benefits	101,271	153,619	109,500	74,600
Services/Supplies	326,995	568,234	500,500	97,700
Capital Equipment	<u>17,618</u>	<u>3,988</u>	<u>7,500</u>	<u>-</u>
Sub-Total	1,050,710	1,348,918	1,046,600	468,450
Intragovernmental Charges	<u>97,100</u>	<u>98,100</u>	<u>203,950</u>	<u>102,000</u>
<b>Totals</b>	<b>\$ 1,147,810</b>	<b>\$ 1,447,018</b>	<b>\$ 1,250,550</b>	<b>\$ 570,450</b>

POSITIONS

	FY 2005-06 Funded Positions	FY 2006-07 Funded Positions
Admin Assistant	1.00	1.00
Asst. Dir. Of Comm. Dev.	1.00	0.80
Code Enf. Officer	1.00	0.00
Dir. Community Development	1.00	0.80
Office Asst. I	1.00	1.00
<b>Total Division Positions</b>	<b><u>5.00</u></b>	<b><u>3.60</u></b>
Full Time Equivalent	0.00	0.00
Part Time Hours	0	0

Community Development

Engineering Services

Budget Comparison to Prior Years

Description	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2006-07 Budget
Salaries	\$ 82,565	\$ 97,946	\$ -	\$ -
Benefits	11,444	22,990	-	-
Services/Supplies	4,446	1,521	-	-
Capital Equipment	-	-	-	-
Sub-Total	98,455	122,457	-	-
Intragovernmental Charges	900	800	-	-
<b>Totals</b>	<b>\$ 99,355</b>	<b>\$ 123,257</b>	<b>\$ -</b>	<b>\$ -</b>

POSITIONS

	FY 2005-06 Funded Positions	FY 2006-07 Funded Positions
<b>Total Division Positions</b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>
Full Time Equivalent	0.00	0.00
Part Time Hours	0	0

Community Development

Inspection Services

Budget Comparison to Prior Years

Description	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2006-07 Budget
Salaries	\$ 314,011	\$ 349,077	\$ 185,600	\$ 352,950
Benefits	71,712	99,320	73,250	140,700
Services/Supplies	65,054	4,838	9,300	3,000
Capital Equipment	<u>2,150</u>	<u>-</u>	<u>500</u>	<u>-</u>
Sub-Total	452,927	453,235	268,650	496,650
Intragovernmental Charges	<u>2,800</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Totals</b>	<b>\$ 455,727</b>	<b>\$ 453,235</b>	<b>\$ 268,650</b>	<b>\$ 496,650</b>

POSITIONS

	FY 2005-06 Funded Positions	FY 2006-07 Funded Positions
Building Inspector I	1.00	1.00
Building Inspector II	1.00	1.00
Chief Building Official	0.00	0.80
Dept. Chief Bldg. Off.	1.00	0.50
Office Asst. II	0.00	1.00
Permit Processing Tech	<u>0.00</u>	<u>2.00</u>
<b>Total Division Positions</b>	<b><u>3.00</u></b>	<b><u>6.30</u></b>
Full Time Equivalent	0.00	0.00
Part Time Hours	0	0

Community Development

Permit Services

Budget Comparison to Prior Years

Description	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2006-07 Budget
Salaries	\$ 155,387	\$ 175,264	\$ 212,850	\$ -
Benefits	42,168	45,366	77,950	-
Services/Supplies	-	-	-	-
Capital Equipment	-	-	-	-
Sub-Total	197,555	220,630	290,800	-
Intragovernmental Charges	-	2,550	-	-
<b>Totals</b>	<b>\$ 197,555</b>	<b>\$ 223,180</b>	<b>\$ 290,800</b>	<b>\$ -</b>

POSITIONS	FY 2005-06 Funded Positions	FY 2006-07 Funded Positions
Office Asst. II	1.00	0.00
Permit Processing Tech	1.00	0.00
Plans Exam/Dep. Chf Bldg. Off.	<u>2.00</u>	<u>0.00</u>
<b>Total Division Positions</b>	<b><u>4.00</u></b>	<b><u>0.00</u></b>
Full Time Equivalent	0.00	0.00
Part Time Hours	0	0

Community Development

Planning Services

Budget Comparison to Prior Years

Description	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2006-07 Budget
Salaries	\$ 277,947	\$ 301,449	\$ 421,750	\$ 320,900
Benefits	47,965	68,384	126,600	86,600
Services/Supplies	3,784	534	-	-
Capital Equipment	-	-	-	-
Sub-Total	329,696	370,367	548,350	407,500
Intragovernmental Charges	<u>2,850</u>	<u>2,600</u>	<u>-</u>	<u>-</u>
<b>Totals</b>	<b>\$ 332,546</b>	<b>\$ 372,967</b>	<b>\$ 548,350</b>	<b>\$ 407,500</b>

POSITIONS	FY 2005-06 Funded Positions	FY 2006-07 Funded Positions
Assistant Planner	1.00	0.80
Associate Planner	2.00	1.20
Office Asst. II	1.00	0.90
Senior Planner	<u>2.00</u>	<u>1.30</u>
<b>Total Division Positions</b>	<b><u>6.00</u></b>	<b><u>4.20</u></b>
Full Time Equivalent	0.00	0.00
Part Time Hours	0	0

Community Development

GIS

Budget Comparison to Prior Years

Description	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2006-07 Budget
Salaries	\$ 95,157	\$ 93,943	\$ 151,100	\$ 99,050
Benefits	14,432	24,099	39,650	21,550
Services/Supplies	4,544	8,315	6,000	-
Capital Equipment	<u>-</u>	<u>2,360</u>	<u>6,500</u>	<u>-</u>
Sub-Total	114,133	128,717	203,250	120,600
Intragovernmental Charges	<u>36,700</u>	<u>33,000</u>	<u>-</u>	<u>-</u>
<b>Totals</b>	<b>\$ 150,833</b>	<b>\$ 161,717</b>	<b>\$ 203,250</b>	<b>\$ 120,600</b>

POSITIONS

	FY 2005-06 Funded Positions	FY 2006-07 Funded Positions
Geographic Info Systems Mgr	1.00	0.50
Gis Analyst	<u>1.00</u>	<u>0.50</u>
<b>Total Division Positions</b>	<b><u>2.00</u></b>	<b><u>1.00</u></b>
Full Time Equivalent	0.00	0.00
Part Time Hours	0	0

Community Development Fund

Summary of Expenses, Appropriations, Revenue and Transfers In - Fund Summary

Department/ Division	FY 2005-06 Funded Positions	FY 2006-07 Funded Positions	FY 2006-07 Total Budget
Building Services	0.00	1.50	\$ 606,050
Development Services	0.00	1.40	\$ 163,950
Planning Services	<u>0.00</u>	<u>1.00</u>	<u>\$ 526,000</u>
<b>Total Positions</b>	<b>0.00</b>	<b>3.90</b>	<b>Total Appropriations \$ <u>1,296,000</u></b>
<b>Part Time</b>			
Full Time Equivalent	0.00	0.00	
Part Time Hours	0	0	

Budget Comparison to Prior Years

Description	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2006-07 Budget
Salaries	\$ -	\$ -	\$ -	\$ 348,200
Benefits	-	-	-	99,200
Services/Supplies	-	-	-	661,000
Capital Outlay	-	-	-	<u>10,000</u>
Sub-Total	-	-	-	1,118,400
Intragovernmental Charges	-	-	-	<u>177,600</u>
<b>Totals</b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 1,296,000</u></b>

Community Development Fund

Building Services

Budget Comparison to Prior Years

Description	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2006-07 Budget
Salaries	\$ -	\$ -	\$ -	\$ 139,800
Benefits	-	-	-	45,650
Services/Supplies	-	-	-	243,000
Capital Outlay	-	-	-	-
Sub-Total	-	-	-	428,450
Intragovernmental Charges	-	-	-	177,600
<b>Totals</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 606,050</b>

POSITIONS

	FY 2005-06 Funded Positions	FY 2006-07 Funded Positions
Assistant Planner	0.00	0.20
Associate Planner	0.00	0.20
Asst. Dir. Of Comm. Dev.	0.00	0.10
Chief Building Official	0.00	0.20
Dept. Chief Bldg. Off.	0.00	0.50
Dir. Community Development	0.00	0.10
Senior Planner	<u>0.00</u>	<u>0.20</u>
<b>Total Division Positions</b>	<b><u>0.00</u></b>	<b><u>1.50</u></b>
Full Time Equivalent	0.00	0.00
Part Time Hours	0	0

Community Development Fund

Development Services

Budget Comparison to Prior Years

Description	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2006-07 Budget
Salaries	\$ -	\$ -	\$ -	\$ 123,950
Benefits	-	-	-	32,000
Services/Supplies	-	-	-	8,000
Capital Outlay	-	-	-	-
Sub-Total	-	-	-	163,950
Intragovernmental Charges	-	-	-	-
<b>Totals</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 163,950</b>

POSITIONS

	FY 2005-06 Funded Positions	FY 2006-07 Funded Positions
Associate Planner	0.00	0.60
Asst. Dir. Of Comm. Dev.	0.00	0.10
Dir. Community Development	0.00	0.10
Office Asst. II	0.00	0.10
Senior Planner	<u>0.00</u>	<u>0.50</u>
<b>Total Division Positions</b>	<b><u>0.00</u></b>	<b><u>1.40</u></b>
Full Time Equivalent	0.00	0.00
Part Time Hours	0	0

Community Development Fund

Planning Services

Budget Comparison to Prior Years

Description	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2006-07 Budget
Salaries	\$ -	\$ -	\$ -	\$ 84,450
Benefits	-	-	-	21,550
Services/Supplies	-	-	-	410,000
Capital Outlay	-	-	-	<u>10,000</u>
Sub-Total	-	-	-	526,000
Intragovernmental Charges	-	-	-	-
<b>Totals</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 526,000</b>

POSITIONS

	FY 2005-06 Funded Positions	FY 2006-07 Funded Positions
Geographic Info Systems Mgr	0.00	0.50
GIS Analyst	<u>0.00</u>	<u>0.50</u>
<b>Total Division Positions</b>	<b><u>0.00</u></b>	<b><u>1.00</u></b>
Full Time Equivalent	0.00	0.00
Part Time Hours	0	0

## COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

Petaluma’s CDBG funds are utilized to address the community’s needs for decent, safe, affordable housing, effective social programs, and economic opportunities for our low income residents. The City of Petaluma has been designated an “entitlement jurisdiction” by the Department of Housing and Urban Development and is thereby entitled to an allocation of federal funds each year.

### OBJECTIVES

- The City’s 2005-2010 Consolidated Plan sets forth priorities for expenditures which include serving our homeless population, provision of permanent supportive housing, improvement of homes and public facilities to increase access for persons with a disability, promotion of our fair housing program, provision of job-related assistance, and the encouragement of principles of sustainability.

The City Council allocates funding each year as requested by community-based nonprofit organizations. The following programs have been recommended for 2006-2007:

<b>Agency</b>	<b>Project</b>	<b>Allocation</b>	<b>Project #</b>
City of Petaluma	Program Administration	\$73,750	P202000
Pep Housing	Housing Rehab/Seniors	\$75,000	P202303
Community Resources For Independence	Housing Rehab/Disabled	\$50,000	P202050
Committee On The Shelterless	Housing Rehab/ Transitional Housing	\$107,900	P202107
Rebuilding Together	Housing Rehabilitation	\$100,000	P202060
Petaluma People Services Center (PPSC)	Fair Housing	\$ 45,850	P202305
PPSC	Senior Meals	\$ 27,400	P202308
PPSC	Housing Rehab/Senior Day Ctr	\$ 2,500	P202303
<b>Total 2006-2007 Allocation</b>		<b>\$482,400</b>	

Community Development

Community Development Block Grant (CDBG)

Summary of Expenses, Appropriations, Revenue and Transfers In

Department/ Division	FY 2005-06 Funded Positions	FY 2006-07 Funded Positions		FY 2006-07 Total Budget
CDBG	<u>0.40</u>	<u>0.40</u>		\$ <u>482,400</u>
<b>Total Positions</b>	<b>0.40</b>	<b>0.40</b>	<b>Total Appropriations</b>	<b>\$ <u>482,400</u></b>

Part Time

Full Time Equivalent	0.00	0.00
Part Time Hours	0	0

Budget Comparison to Prior Years

Description	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2006-07 Budget
General & Administrative	\$ 6,000	\$ 2,000	\$ 2,000	\$ 2,000
Salaries	52,726	44,528	40,250	41,450
Benefits	6,658	10,649	11,200	11,250
Services/Supplies	11,546	1,203	11,050	1,150
Program Expenditures	425,384	474,476	454,100	408,650
Capital Imp. Projects	<u>8,637</u>	<u>-</u>	<u>-</u>	<u>-</u>
Sub-Total	510,951	552,923	518,600	464,500
Intragovernmental Charges	19,150	15,900	15,900	17,900
Transfers Out	<u>-</u>	<u>20,067</u>	<u>-</u>	<u>-</u>
<b>Totals</b>	<b>\$ <u>530,101</u></b>	<b>\$ <u>588,890</u></b>	<b>\$ <u>534,500</u></b>	<b>\$ <u>482,400</u></b>

## HOME

The federal HOME program was created in 1990 and has provided over \$6,300,000 to the City of Petaluma to fund affordable housing on a project-specific basis (unlike the Block Grant program in which we receive an annual “entitlement” of federal funds). The HOME program is administered through the California State Department of Housing and Community Development (HCD).

- The objectives and intent of the HOME program are to provide decent affordable housing to lower-income households, to strengthen the ability of local governments to provide housing, expand the capacity of nonprofit housing providers, and to leverage private sector participation. The City’s projects address each of those objectives.

The following affordable communities received HOME funds in the past:

Round Walk Village	\$950,000
Old Elm Village	\$850,000
Lieb Senior Apts.	\$850,000
Edith Street Sr. Apts.	\$360,000
Downtown River Apartments	\$3,400,000

These projects have provided a total of 335 units of affordable housing for our community’s families and seniors.

### Anticipated HOME revenue for FY 2006-2007

<u>Agency</u>	<u>Project</u>	<u>Allocation</u>	<u>Project #</u>
PEP Housing	Casa Grande Senior Apts	\$4,000,000	P202300

Community Development

HOME/Begin Grants

Summary of Expenses, Appropriations, Revenue and Transfers In

Department/ Division	FY 2005-06 Funded Positions	FY 2006-07 Funded Positions		FY 2006-07 Total Budget
Division Name	<u>0.00</u>	<u>0.00</u>		<u>\$ 4,000,000</u>
<b>Total Positions</b>	<b>0.00</b>	<b>0.00</b>	<b>Total Appropriations</b>	<b><u>\$ 4,000,000</u></b>

Part Time

Full Time Equivalent	0.00	0.00
Part Time Hours	0	0

Budget Comparison to Prior Years

Description	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2006-07 Budget
General & Administrative	\$ -	\$ 2,000	\$ -	\$ -
Services/Supplies	185	928	-	-
Program Costs	<u>4,009,618</u>	<u>258,852</u>	<u>66,000</u>	<u>4,000,000</u>
Sub-Total	4,009,803	261,780	66,000	4,000,000
Intragovernmental Charges	<u>91,900</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Totals</b>	<b><u>\$ 4,101,703</u></b>	<b><u>\$ 261,780</u></b>	<b><u>\$ 66,000</u></b>	<b><u>\$ 4,000,000</u></b>

## HOUSING IN-LIEU

In order to address the high cost of housing in Petaluma, the City originally adopted an “inclusionary policy” as part of the housing element of the General Plan in 1984. The Housing Element has been updated twice since then (1991 and 2002). The inclusionary policy incorporates the option for developers to contribute into the City’s Housing Fund, “in-lieu” of actual unit construction. Those fees are utilized for a variety of housing assistance programs, including new construction, shelter, supportive housing, and rent subsidies.

### OBJECTIVES

- The Housing Division’s goals are outlined in the State-certified Housing Element: provide adequate residential development; minimize constraints, promote the development of affordable housing, preserve affordability for “at-risk” units, provide housing opportunities for special needs groups, and promote a choice of housing types and locations available to all persons.

Requests For Proposals Allocations are sent out each year to nonprofit housing developers. The staff then recommends projects to the City Council after screening them to ensure each has the potential for success and that each proposal addresses one or more of the City Council’s housing goals.

The following projects and programs are recommended for 2006-2007:

<b>Agency</b>	<b>Project</b>	<b>Allocation</b>	<b>Project #</b>
Petaluma People Services Center	Rent Assistance and Senior subsidy	\$106,500 10,000	P202306
Boys and Girls Club	Supportive Services	\$400,000	P202030
Committee On The Shelterless (COTS)	Family Shelter	\$277,000	P202101
COTS	Mary Isaak Center	<u>\$448,600</u>	P202102
<b>Total Program Expenditures</b>		<b>\$1,242,100</b>	

Community Development

Housing In-Lieu

Summary of Expenses, Appropriations, Revenue and Transfers In

Department/ Division	FY 2005-06 Funded Positions	FY 2006-07 Funded Positions		FY 2006-07 Total Budget
Housing In-Lieu	<u>0.00</u>	<u>0.00</u>		\$ <u>1,449,350</u>
<b>Total Positions</b>	<b>0.00</b>	<b>0.00</b>	<b>Total Appropriations</b>	<b>\$ <u>1,449,350</u></b>

Part Time

Full Time Equivalent	0.00	0.00
Part Time Hours	0	0

Budget Comparison to Prior Years

Description	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2006-07 Budget
General & Administrative	\$ 1,000	\$ 1,000	\$ 1,500	\$ 1,500
Services/Supplies	80,452	229,923	-	100,200
Capital Equipment	-	-	-	-
Program Expenditures	1,978,960	2,301,608	1,465,750	1,242,100
Charges for Int. Admin Service	<u>5,141</u>	<u>-</u>	<u>-</u>	<u>81,700</u>
Sub-Total	2,065,553	2,532,531	1,467,250	1,425,500
Intragovernmental Charges	<u>250</u>	<u>104,050</u>	<u>21,800</u>	<u>23,850</u>
<b>Totals</b>	<b><u>\$ 2,065,803</u></b>	<b><u>\$ 2,636,581</u></b>	<b><u>\$ 1,489,050</u></b>	<b><u>\$ 1,449,350</u></b>

## COMMERCIAL LINKAGE FEE

The City of Petaluma participated in a County-wide study to establish the link between growth of employment and the need for affordable housing. After considering the findings of that study, the City Council amended the Petaluma Municipal Code to add Chapter 17.35, "Commercial Linkage Fee."

### OBJECTIVES

The purpose of the linkage fee is to mitigate affordable housing impacts linked to non-residential development by: (1) implementing the goals of the City's Housing Element; (2) mitigating the housing impacts caused by new, changed and expanded nonresidential development in the City of Petaluma; and (3) providing housing affordable to persons who earn between 80-100% of the area median income.

The following projects are recommended in 2006-2007:

<b>Agency</b>	<b>Project</b>	<b>Allocation</b>	<b>Project #</b>
City of Petaluma	Work Force Housing	\$145,000	P202001

Community Development

Commercial Linkage

Summary of Expenses, Appropriations, Revenue and Transfers In

Department/ Division	FY 2005-06 Funded Positions	FY 2006-07 Funded Positions	FY 2006-07 Total Budget
Commercial Linkage	<u>0.00</u>	<u>0.00</u>	\$ <u>147,900</u>
<b>Total Positions</b>	<b>0.00</b>	<b>0.00</b>	<b>Total Appropriations \$ <u>147,900</u></b>

Part Time

Full Time Equivalent	0.00	0.00
Part Time Hours	0	0

Budget Comparison to Prior Years

Description	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2006-07 Budget
General & Administrative	\$ -	\$ -	\$ -	\$ -
Salaries	-	-	-	-
Benefits	-	-	-	-
Services/Supplies	-	-	-	-
Capital Equipment	-	-	-	-
Program Expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>145,000</u>
Sub-Total	-	-	-	145,000
Intragovernmental Charges	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,900</u>
<b>Totals</b>	<b>\$ <u>-</u></b>	<b>\$ <u>-</u></b>	<b>\$ <u>-</u></b>	<b>\$ <u>147,900</u></b>

## LOW AND MODERATE INCOME HOUSING

The Petaluma Community Development Commission (PCDC) first deposited funds into its Low and Moderate Income Housing Fund (the "Housing Fund") in FY 1989-90. Since then, the Commission has made deposits into the Housing Fund in an amount not less than 20% of the cumulative tax increment revenue allocated to the Commission during that time. For FY 2006-2007, it is estimated that the amount of transfers-in from the project areas will be approximately \$2,500,000.

In approving the second amendment to the Redevelopment Plan for the Central Business District (CBD) on June 18, 2001, the PCDC adopted the following Housing Activity goals:

- Encourage the development of affordable housing to provide for the broad spectrum of need in the community.
- Provide housing opportunities and supportive services for very low and low-income seniors and persons with special needs.
- Provide service-enriched shelter and transitional housing for homeless persons and families and prevent households at-risk from becoming homeless.
- Provide opportunities for low and moderate-income homeowners to maintain and repair their homes and promote neighborhood revitalization.
- Provide homeownership opportunities for first-time homebuyers earning less than 100% of median income.

For FY 2006-2007 the following projects are recommended for 2006-2007:

<b>Agency</b>	<b>Project</b>	<b>Allocation</b>	<b>Project #</b>
Salvation Army	Transitional Housing	\$ 75,000	P202070
Bucklew Programs	Bldv Apts/Reallocate from CDBG	\$ 80,200	P202040
COTS	Supportive Housing	\$ 7,500	P202106
Assessment District	AD 17 Reimbursements	\$ 29,400	P201010
PEP Housing	Casa Grande Senior Apts	\$613,800	P202300
	Pet Blvd Sr. Apt/ Sr. Housing Rehab	\$ 30,000	P202303
	Site Acquisition/feasibility study	\$1,432,000	P202313
City of Petaluma	Mobile Home Rent Control	\$ 2,000	P202010
City of Petaluma	Mortgage Credit Certificate	\$ 2,000	P202011
City of Petaluma	Facility Maintenance	\$200,000	P202002
City of Petaluma	Work Force Housing	\$500,000	P202001
<b>Total Project Expenditures</b>		<b>\$2,971,900</b>	

Petaluma Community Development Commission

Low/Mod Inc. Housing

Summary of Expenses, Appropriations, Revenue and Transfers In

Department/ Division	FY 2005-06 Funded Positions	FY 2006-07 Funded Positions		FY 2006-07 Total Budget
Low/Mod Housing	<u>1.60</u>	<u>1.60</u>		<u>3,318,550</u>
<b>Total Positions</b>	<b>1.60</b>	<b>1.60</b>	<b>Total Appropriations</b>	<b><u>3,318,550</u></b>
<b>Part Time</b>				
Full Time Equivalent	0.00	0.00		
Part Time Hours	0	0		

Budget Comparison to Prior Years

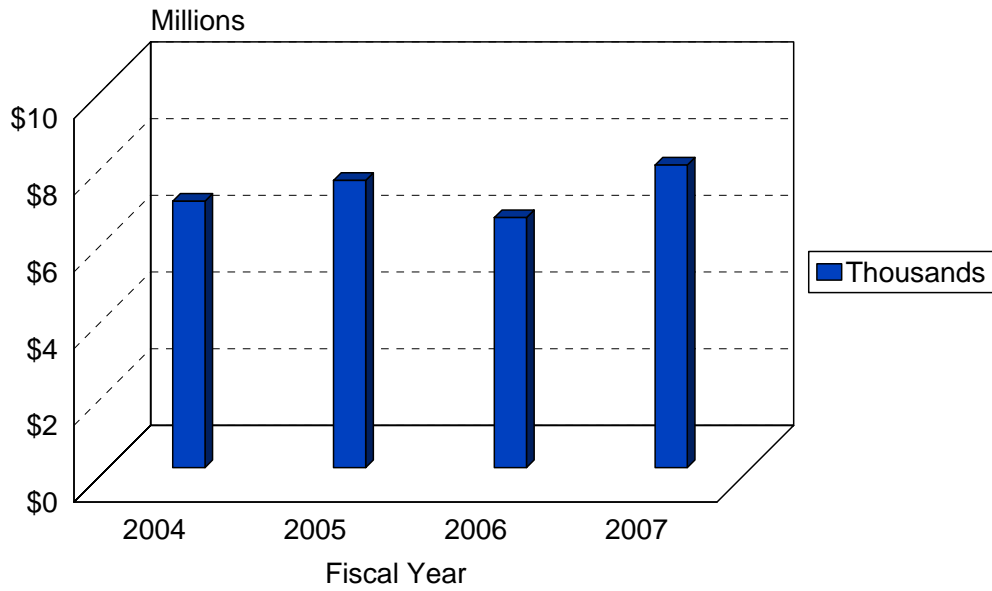
<b>Description</b>	FY 2003-04 Actual	FY 2004-05 Actual	FY 2005-06 Budget	FY 2006-07 Budget
General and Administrative	48,900	47,900	47,900	43,900
Salaries	87,148	96,323	118,100	146,100
Benefits	10,260	19,449	40,300	41,700
Services/Supplies	182,183	96,223	74,600	14,200
Program Expenditures	140,693	558,720	2,112,400	2,971,900
Capital Imp. Projects	-	-	-	-
Transfers Out	-	150,000	-	-
Sub-Total	469,184	968,615	2,393,300	3,217,800
Intragovernmental Charges	<u>65,650</u>	<u>70,000</u>	<u>84,300</u>	<u>100,750</u>
<b>Totals</b>	<b><u>534,834</u></b>	<b><u>1,038,615</u></b>	<b><u>2,477,600</u></b>	<b><u>3,318,550</u></b>

## COMMUNITY DEVELOPMENT

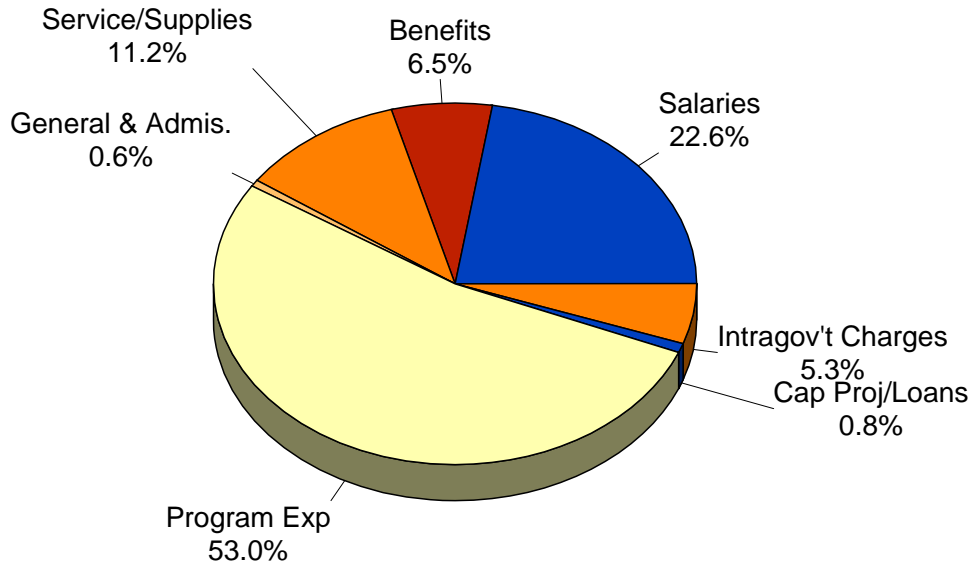
### FULL TIME POSITION ALLOCATION BY FUND FY 06-07

DEPARTMENT POSITION	FY 03-04	FY 04-05	FY 05-06	FY 06-07	General Fund	OTHER FUNDS		
	Positions	Positions	Positions	Positions		Water	Sewer	Others
<b>COMMUNITY DEVELOPMENT</b>								
Administrative Assistant	1.00	1.00	1.00	1.00	1.00			
Assistant Planner	1.00	0.00	0.00	1.00	0.80			0.20
Assoc. Civil Engineer	1.00	1.00	0.00	0.00	0.00			
Associate Planner	2.00	3.00	2.00	2.00	1.20			0.80
Asst. Dir. Of Comm. Dev.	1.00	1.00	1.00	1.00	0.80			0.20
Building Inspector I	1.00	1.00	1.00	1.00	1.00			
Building Inspector II	1.00	1.00	1.00	1.00	1.00			
City Engineer	1.00	1.00	0.00	0.00	0.00			
Code Enforcement Officer	1.00	1.00	1.00	1.00	1.00			
Chief Building Official	0.00	0.00	1.00	1.00	0.80			0.20
Dir. Of Comm. Development	1.00	1.00	1.00	1.00	0.80			0.20
Geographic Info Systems Mgr.	0.00	1.00	1.00	1.00	0.50			0.50
GIS Analyst	1.00	1.00	1.00	1.00	0.50			0.50
Housing Administrator	0.00	1.00	1.00	1.00				1.00
Housing Project Coordinator	0.00	1.00	1.00	1.00				1.00
Inspection Supervisor	1.00	1.00	0.00	0.00	0.00			
Office Assistant I	1.00	1.00	1.00	1.00	1.00			
Office Assistant II	2.00	2.00	2.00	2.50	2.40			0.10
Permit Processing Tech	2.00	2.00	2.00	2.00	2.00			
Plans Exam/Dep. Chief Bldg Off.	1.00	1.00	1.00	1.00	0.50			0.50
Principal Planner	0.00	1.00	1.00	0.00	0.00			
Public Works Inspector I	0.00	1.00	0.00	0.00	0.00			
Public Works Inspector II	1.00	1.00	0.00	0.00	0.00			
Senior Building Inspector	1.00	1.00	0.00	0.00	0.00			
Senior Planner	1.00	1.00	2.00	2.00	1.30			0.70
<b>Total Comm. Development</b>	<b>22.00</b>	<b>27.00</b>	<b>22.00</b>	<b>22.50</b>	<b>16.60</b>	<b>0.00</b>	<b>0.00</b>	<b>5.90</b>

### COMMUNITY DEVELOPMENT ANNUAL BUDGET COMPARISON



### COMMUNITY DEVELOPMENT APPROPRIATIONS





This is an artist's rendering of a new multi-use development currently occupied. The first floor is for retail use and the three upper floors are for low to medium cost housing.