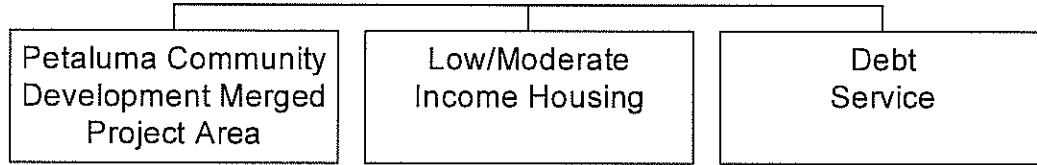


PETALUMA COMMUNITY DEVELOPMENT COMMISSION



PETALUMA COMMUNITY DEVELOPMENT COMMISSION

The Petaluma Community Development Commission (PCDC) was activated on December 1, 1975 and adopted the Redevelopment Plan for the Central Business District Project Area on September 27, 1976. In 1988, the PCDC adopted the Petaluma Community Development Project Area. In adopting the redevelopment project areas, the PCDC exercises all redevelopment powers authorized under the Constitution and the Health & Safety Code of the State of California. The seven member board of the PCDC are the members of the Petaluma City Council. The City Manager acts as the Commission's Executive Director. During FY 06-07, the process to combine the PCD and CBD was completed.

The City Manager, Administrative Services and Public Works Department administers PCDC projects consistent with the Redevelopment Plan, the PCDC Five-Year Implementation Plan, the River Access and Enhancement Plan, the Central Petaluma Specific Plan and the General Plan. The main focus of the departmental work plan involves the design and construction of capital improvements identified in the Five-Year Implementation Plan. A new Five-Year Implementation Plan is scheduled to be approved in June, 2007.

MISSION STATEMENT

Our mission is to enhance the quality of life in Petaluma by building affordable housing, eliminating urban blight, fostering economic revitalization, and providing an environment conducive to social and economic growth.

CHALLENGES FACING DEPARTMENT

Tax Allocation Bonds (TABs) are the means by which capital improvement projects are financed and, without them, redevelopment capital projects would be substantially curtailed in the future. Redevelopment is one of the few remaining tools that local governments in California have to restore economic vitality to their downtown cores.

Tax increment is used to finance TABs in order to build new capital projects. TABs are the means by which debt can be financed in order to build projects that will restore the economic vitality of downtown Petaluma. The PCDC issued \$30 million in TABs in April, 2007, to be used to implement the first two years of the new Five Year PCDC Implementation Plan.

PERFORMANCE MEASURES FY 07-08

- *Complete twenty one capital improvement projects by April, 2009 with the \$30 million in TABs issued in April 2007.*

Outcome – Completed eleven projects.

PERFORMANCE MEASURES FY 08-09

- *Complete the remaining ten projects partially completed in FY 07-08.*
- *Begin design on future year projects.*

Petaluma Community Development Commission Merged Project Area

Summary of Expenses, Appropriations, Revenue and Transfers In

Department/ Division	FY 2007-08 Funded Positions	FY 2008-09 Authorized Positions	FY 2008-09 Total Budget
Merged Project Area	3.25	3.30	\$ 20,276,850
Capital Projects	2.95	4.40	\$ 5,769,250
Debt Service	<u>0.00</u>	<u>0.00</u>	<u>\$ 4,692,100</u>
Sub-Total	6.20	7.70	\$ 30,738,200
Low/Mod Inc. Housing*	<u>1.80</u>	<u>2.00</u>	* \$ 3,060,600
Total Positions	8.00	9.70	Total Appropriations \$ 33,798,800

Part Time

Full Time Equivalent	0.00	0.00
Part Time Hours	0	0

*Included in Special Revenue Fund Section & Comm. Development Dept.

Budget Comparison to Prior Years

Description	FY 2005-06 Actual	FY 2006-07 Actual	FY 2007-08 Budget	FY 2008-09 Budget	% Change From Budget
General and Administrative	\$ 246,097	\$ 192,930	\$ 316,950	\$ 261,400	-18%
Salaries	705,958	605,221	811,600	1,073,600	32%
Benefits	170,610	135,311	189,250	264,100	40%
Services/Supplies	820,065	2,126,176	2,049,150	547,900	-73%
Other Debt Expenditures	1,377,767	848,577	10,000	6,000	-40%
Program Expenditures	612,859	671,815	2,723,900	3,271,250	20%
Capital Equipment/Assets	-	12,245	-	-	0%
Capital Projects	10,913,533	1,202,566	5,953,000	5,120,000	-14%
Debt Service Principal	672,000	1,140,000	1,154,000	1,312,000	14%
Debt Service Interest	1,752,821	2,066,246	3,532,750	3,359,600	-5%
Pass-Through Payments	5,096,174	4,582,459	4,700,000	5,000,000	6%
Interfund Interest	104,881	-	-	-	0%
Transfers Out	<u>3,724,350</u>	<u>10,559,100</u>	<u>19,185,000</u>	<u>12,685,100</u>	-34%
Sub-Total	26,197,115	24,142,646	40,625,600	32,900,950	-19%
Intragovernmental	<u>221,949</u>	<u>858,855</u>	<u>869,050</u>	<u>897,850</u>	3%
Totals	<u>\$26,419,064</u>	<u>\$25,001,501</u>	<u>\$41,494,650</u>	<u>\$ 33,798,800</u>	-19%

PCDC Merged Project Area

Budget Comparison to Prior Years

Description	FY 2005-06 Actual	FY 2006-07 Actual	FY 2007-08 Budget	FY 2008-09 Budget
General and Administrative	\$ 176,043	\$ 146,179	\$ 246,000	\$ 200,000
Salaries	184,469	277,426	377,300	337,900
Benefits	46,301	56,251	87,350	78,350
Services/Supplies	604,581	1,249,815	676,000	433,450
Interest and Fees	104,881	-	-	-
Program Expenditures	144,255	229,808	600,000	708,500
Capital Equipment	-	12,245	-	-
ERAF/Pass-Through Payments	5,096,174	4,582,459	4,700,000	5,000,000
Transfers Out	<u>3,724,350</u>	<u>10,559,100</u>	<u>17,372,000</u>	<u>12,685,100</u>
Sub-Total	10,081,054	17,113,283	24,058,650	19,443,300
Intragovernmental Charges	<u>54,500</u>	<u>670,950</u>	<u>802,050</u>	<u>833,550</u>
Totals	\$ 10,135,554	\$ 17,784,233	\$ 24,860,700	\$ 20,276,850

POSITIONS	FY 2006-07 Funded Positions	FY 2007-08 Funded Positions	FY 2008-09 Authorized Positions
Admin Assistant (5530)	0.00	0.25	0.25
Budget/Grants Manager (5530)	0.45	0.45	0.35
City Manager (5530)	0.50	0.50	0.50
Dir. of Finance (5530)	0.20	0.30	0.30
Dir. Of Public Works (5530)	0.20	0.20	0.20
Engineering Manager (5530)	0.15	0.05	0.05
Office Asst. II (5530)	1.00	1.00	1.00
Redev Project Manager (5530)	0.05	0.00	0.00
Secretary (5530)	0.50	0.50	0.50
Senior Civil Engineer (5530)	<u>0.00</u>	<u>0.00</u>	<u>0.15</u>
Total Division Positions	<u>3.05</u>	<u>3.25</u>	<u>3.30</u>
Full Time Equivalent	0.00	0.00	0.00
Part Time Hours	0	0	0

Petaluma Community Development Commission Merged Project Area Debt Service

Budget Comparison to Prior Years

Description	FY 2005-06 Actual	FY 2006-07 Actual	FY 2007-08 Budget	FY 2008-09 Budget
General and Administrative	\$ 22,154	\$ 10,206	\$ 27,050	\$ 14,500
Other Debt Expenditures	1,377,767	848,577	10,000	6,000
Debt Service Principal	672,000	1,140,000	1,154,000	1,312,000
Debt Service Interest	<u>1,752,821</u>	<u>2,066,246</u>	<u>3,532,750</u>	<u>3,359,600</u>
Sub-Total	3,824,742	4,065,029	4,723,800	4,692,100
Intragovernmental Charges	-	-	-	-
Totals	\$ 3,824,742	\$ 4,065,029	\$ 4,723,800	\$ 4,692,100

Petaluma Community Development Commission Merged Project Area Low/Mod Inc. Housing

Summary of Expenses and Appropriations

Budget Comparison to Prior Years

Description	FY 2005-06 Actual	FY 2006-07 Actual	FY 2007-08 Budget	FY 2008-09 Budget
General and Administrative	\$ 47,900	\$ 36,545	\$ 43,900	\$ 46,900
Salaries	148,403	161,731	176,300	216,500
Benefits	40,709	42,101	48,900	58,200
Services/Supplies	96,223	72,634	58,150	111,950
Program Expenditures	<u>468,604</u>	<u>442,007</u>	<u>2,123,900</u>	<u>2,562,750</u>
Transfers Out	-	-	-	-
Sub-Total	801,839	755,018	2,451,150	2,996,300
Intragovernmental Charges	<u>84,300</u>	<u>100,750</u>	<u>67,000</u>	<u>64,300</u>
Totals	\$ 886,139	\$ 855,768	\$ 2,518,150	\$ 3,060,600

POSITIONS	FY 2006-07 Funded Positions	FY 2007-08 Funded Positions	FY 2008-09 Authorized Positions
Housing Administrator (2130)	0.60	0.80	1.00
Housing Program Manager (2130)	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Division Positions	<u>1.60</u>	<u>1.80</u>	<u>2.00</u>
Full Time Equivalent	0.00	0.00	0.00
Part Time Hours	0	0	0

Petaluma Community Development Commission Merged Project Area Merged PCDC CIP

Budget Comparison to Prior Years

Description	FY 2005-06 Actual	FY 2006-07 Actual	FY 2007-08 Budget	FY 2008-09 Budget
Salaries	\$ 373,086	\$ 166,064	\$ 258,000	\$ 519,200
Benefits	83,600	36,959	53,000	127,550
Services/Supplies	119,261	803,727	1,315,000	2,500
Capital Imp. Projects	<u>10,913,533</u>	<u>1,202,566</u>	<u>5,953,000</u>	<u>5,120,000</u>
Sub-Total	11,489,480	2,209,316	7,579,000	5,769,250
Intragovernmental Charges	<u>83,149</u>	<u>87,155</u>	-	-
Totals	\$ 11,572,629	\$ 2,296,471	\$ 7,579,000	\$ 5,769,250

POSITIONS	FY 2006-07 Funded Positions	FY 2007-08 Funded Positions	FY 2008-09 Authorized Positions
Accountant Analyst	0.30	0.30	0.30
Asst. Civil Engineer	0.05	0.00	0.45
Budget/Grants Project Manager	0.00	0.00	0.10
Commercial Services Manager	0.00	0.00	0.25
Engineering Manager	0.50	0.60	0.70
Green Building Project Manager	0.00	1.00	0.50
Inspection Supervisor	0.10	0.10	0.30
Public Works Inspector II	0.00	0.00	0.70
Senior Civil Eng	<u>0.00</u>	<u>0.95</u>	<u>1.10</u>
Total Division Positions	<u>1.80</u>	<u>2.95</u>	<u>4.40</u>
Full Time Equivalent	0.00	0.00	0.74
Part Time Hours	0	0	1,536

Transfers Out included in Capital Improvement Projects

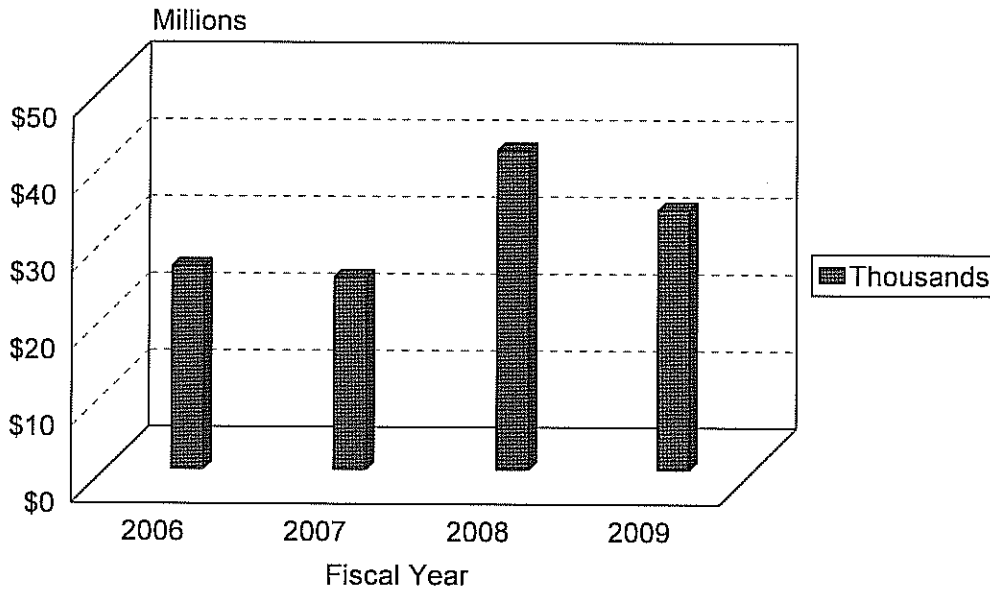
PETALUMA COMMUNITY DEVELOPMENT COMMISSION

FULL TIME POSITION ALLOCATION BY FUND FY 08-09

DEPARTMENT POSITION	FY 05-06 Positions	FY 06-07 Positions	FY 07-08 Positions	FY 08-09 Positions	General Fund	OTHER FUNDS		
						Water	Sewer	Others
ECONOMIC DEV./REDEVELOPMENT								
Accountant Analyst	0.00	0.30	0.30	0.30				0.30
Administrative Assistant	1.00	0.00	0.25	0.25				0.25
Asst in Civil Engineer	0.00	0.05	0.00	0.45				0.45
Budget/Grants Project Manager	0.00	0.10	0.45	0.45				0.45
City Manager	0.40	0.50	0.50	0.50				0.50
Comm Services Mgr	0.00	0.00	0.00	0.25				0.25
Dir. of Econ Develop/Redevelop	1.00	0.00	0.00	0.00				0.00
Director of Finance	0.00	0.20	0.30	0.30				0.30
Director of Public Works	0.00	0.20	0.20	0.20				0.20
Engineering Manager	0.00	0.60	0.65	0.75				0.75
Green Bldg Proj Mgr	0.00	0.00	0.00	0.50				0.50
Housing Administrator	0.60	0.60	0.80	1.00				1.00
Housing Project Coordinator	1.00	1.00	1.00	1.00				1.00
Inspection Supervisor	0.00	0.35	0.10	0.30				0.30
Office Asst. II	0.00	1.00	1.00	1.00				1.00
Public Works Insp II	0.00	0.00	0.00	0.70				0.70
Redevelopment Program Manager	2.00	0.00	0.00	0.00				0.00
Redevelopment Project Manager	3.00	1.00	0.00	0.00				0.00
Secretary	0.00	0.50	0.50	0.50				0.50
Senior Civil Engr	0.00	0.00	0.40	1.25				1.25

- The Housing Administrator and Project Coordinator are funded by Low & Moderate Income Housing funds but are part of the Community Development Department organization.
- The Finance Director and the City Manager are partially funded by the Merged Redevelopment District but are part of their individual departments.
- An Accountant Analyst is also funded through the Capital Project Funds, but is part of the Finance Department.
- All other positions are partially funded by PCDC Capital Project funds and the Merged Redevelopment District but are part of the Public Works Department.

PETALUMA COMMUNITY DEVELOPMENT COMMISSION ANNUAL BUDGET COMPARISON



PCDC APPROPRIATIONS

