

# Community Development Department

## DEPARTMENT DESCRIPTION

The Community Development Department is organized into two Divisions:

- The Planning/Code Enforcement Division is responsible for long term planning regarding growth and development of the City, for reviewing and processing applications for all development proposals, and for maintaining the appearance of the community. This Division also administers the Community Development Agency that was formed in 1981 to build infrastructure, improve circulation, create job opportunities, finance public facilities, assist in providing a stable economy and provide affordable housing through a combination of public and private investment in the community.
- The Building Inspection Division is responsible for ensuring that all construction projects permitted within the City comply with the International Building Code, the Foster City Municipal Code and all other applicable codes and regulations.

## DEPARTMENT PERSONNEL SUMMARY

| Position                         | 08-09       | 09-10       | 10-11       | 11-12       | 12-13       | 13-14       | 14-15       |
|----------------------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| <b>Full-Time Employees</b>       |             |             |             |             |             |             |             |
| COMMUNITY DEVELOPMENT            |             |             |             |             |             |             |             |
| DIRECTOR                         | 1.0         | 1.0         | 1.0         | 1.0         | 1.0         | 1.0         | 1.0         |
| PLANNING MANAGER                 | 1.0         | 1.0         | 1.0         | 1.0         | 1.0         | 1.0         | 1.0         |
| SENIOR PLANNER                   | 1.0         | 1.0         | 1.0         | 1.0         | 1.0         | 1.0         | 1.0         |
| ASSOCIATE PLANNER                | 1.0         | 1.0         | 1.0         | 1.0         | 1.0         | 1.0         | 1.0         |
| ASSISTANT PLANNER                | 1.0         | 1.0         | 0.0         | 0.0         | 0.0         | 0.0         | 0.0         |
| MANAGEMENT ASSISTANT             | 1.0         | 1.0         | 1.0         | 1.0         | 1.0         | 1.0         | 1.0         |
| OFFICE ASSISTANT II              | 1.0         | 1.0         | 1.0         | 1.0         | 1.0         | 1.0         | 1.0         |
| CHIEF BUILDING OFFICIAL          | 1.0         | 1.0         | 1.0         | 1.0         | 1.0         | 1.0         | 1.0         |
| SENIOR BUILDING INSPECTOR        | 1.0         | 1.0         | 1.0         | 1.0         | 1.0         | 1.0         | 1.0         |
| BUILDING INSPECTOR               | 2.0         | 2.0         | 2.0         | 2.0         | 2.0         | 2.0         | 2.0         |
| BLDG. PERMIT TECHNICIAN          | 1.0         | 1.0         | 1.0         | 1.0         | 1.0         | 1.0         | 1.0         |
| <b>Total Full-Time Employees</b> | <b>12.0</b> | <b>12.0</b> | <b>11.0</b> | <b>11.0</b> | <b>11.0</b> | <b>11.0</b> | <b>11.0</b> |

## MISSION STATEMENT

The Community Development Department is committed to planning, improving and maintaining the quality of life and public safety in the City consistent with the Goals and Policies established by the City Council in the General Plan and other related City ordinances and regulations consistent with the City's heritage as a Master Planned community.

## FIVE-YEAR STRATEGIC PLAN

The Department has prepared a comprehensive five-year strategic plan with the following components:

### **Values**

Given the charge of the Community Development Department, we can't always do what people want us to do and we can't always offer the recommendations to the City Council or Planning Commission that people or businesses want. However, the staff of the Community Development Department is committed to providing:

**Excellence:** We pride ourselves on the quality of the services and work product that our department provides the City and strive to maintain the highest standards of excellence. We seek to provide consistent and predictable interpretation of rules and regulations.

**Innovation:** We are open to new ideas regarding how we conduct business and to reexamine the rules by which we operate.

**Integrity:** We provide accurate information and honest, ethical responses. We are also willing to admit our mistakes and learn from them.

**Customer Service:** We value employees that offer fair and courteous treatment and that are assessable to the public via meetings, phone, fax, Internet and mail. We value accountability and professionalism in our work and being responsive to the needs of our stakeholders.

**Problem Solving:** We value an approach that looks to the future and examines the impacts of the Department's

recommendations and an approach that stresses problem-solving – not simply regulation.

### **Initiatives**

#### **A. ADMINISTRATION**

The Administrative staff is responsible for supporting the day-to-day operations and work flow of the Department and for directly assisting contractors, permit applicants, and the public.

- 1 Provide staffing services to the public every business day during the entire time that City Hall is open for business.
- 2 Reorganize the Department's website.
- 3 Implement SharePoint and train Department staff to use the program.
- 4 Provide support services to the Planning Commission and Department Staff.

#### **B. PLANNING/ CODE ENFORCEMENT DIVISION**

The Planning/Code Enforcement Division is responsible for long term planning regarding growth and development of the City, for reviewing and processing applications for all development proposals, and for maintaining the appearance of the community.

Code Enforcement is a function within the Planning/Code Enforcement Division, with responsibility is to enhance and protect the health, safety and general welfare of the people who live, work and visit Foster City. The City/District has enacted ordinances which regulate the use, design, construction and maintenance of buildings and properties. Code enforcement efforts ensure that those ordinances and regulations are complied with or that compliance is gained in a manner acceptable to the City/District and within a reasonable period of time

1. Continue to update the General Plan, including, as possible, preparing optional elements, and ensure that the Plan is relevant and reflects the current values of the community.
2. Update the zoning code to be more user friendly and to reflect changed local circumstances and update zoning practices.
3. Develop a vision for the continued long-term economic development of the City after the Pilgrim-Triton, Chess Hatch and Gilead Science campuses are developed.
4. Evaluate where future housing can be accommodated.
5. Eliminate public health, safety and welfare issues.

6. Maintain property values throughout the City through the enforcement of the City's property maintenance standards.

#### **D. BUILDING INSPECTION DIVISION**

The Building Inspection Division of the Community Development Department oversees all aspects of residential and commercial construction within Foster City. During the past five years, the Building Inspection Division performed an average of 500 plan checks, issued an average of 2,200 permits, and performed an average of over 15,025 inspections per year. Building projects within Foster City include projects as small as replacement of water heaters to multi-story multi-million dollar office buildings. The Building Inspection Division upholds the California Building Codes, Energy Code, Accessibility Code, as well as the Foster City Municipal Code.

1. Ensure Building Inspectors and Plan Checkers are trained and equipped to inspect and plan check any and all new construction, tenant improvements and residential remodels with the latest code requirements.
2. Continue to educate the Public to understand the safety and environmental benefits of conforming to code requirements.

3. Continue to provide permitting and inspection services in a timely manner.

### **KEY INITIATIVES COMPLETED**

The Community Development Department continued to provide high quality services to the Departments and staff during FY 2009-2010.

The Department has accomplished many significant objectives during FY 09-10 including the following major items:

- **Code and Policy Amendments** – Several amendments to the Municipal Code or policies were prepared:
  - A new text amendment modified the definition of the rear one-half of the lot for waterfront properties to exclude the portion of the lot that extends into the lagoon.
  - A text amendment to Table 1, Real Estate and Construction Signs, of Section 15.12.180, Temporary Signs, of Chapter 15.12, Sign Control of the Foster City Municipal Code to allow construction signs in the R-1 Zoning District was adopted.
- **Development Plan Processing** – Review of several significant development projects occurred in FY 2009-10, some of which will continue into FY 2010-2011:

- Pilgrim/Triton Master Plan for a mixed use development on  $\pm 20$  acres, including the preparation and certification of an environmental impact report and review of General Plan Amendment and Rezoning were approved in 2008; The Specific Development Plan/Use Permit for 300 units in Phase I was approved in FY 09-10. Construction plans for Phase 1 are anticipated to be submitted in FY 2010-2011.
- Negotiation for development of the City's 15-acre site adjacent to City Hall for a mix use development consisting of senior housing and retail.
- Gilead Sciences Master Plan to increase the allowed square footage of the 17-building Gilead campus on  $\pm 40$  acres from 629,154 sq. ft. to 1,200,480 sq. ft. in 17 buildings was approved in FY 09-10. A submittal for the first of their new buildings is anticipated in FY 2010-2011.
- Chess Drive Offices proposal for removal of 180,000 sq. ft. of office/warehouse buildings and construction of 800,000 sq. ft. of offices.
- Multi-Project Traffic Study and Engineering Feasibility Study to analyze the traffic impacts of the Mirabella/Parkview Plaza Project, Gilead Sciences Campus and Chess Drive Office projects was completed.
- Review of the CulturalWorks building at the North Peninsula Jewish Campus.
- An update to the Recreation Element of the General Plan was initiated and completed.

- The update to the Housing Element of the General Plan was completed.
- **Staff Training** – A new Planning Manager was recruited and hired and the Assistant Planner was promoted to Associate Planner.
- **Planning Permit Processing** – During calendar year 2009, the Planning/Code Enforcement Division processed 306 permits, including the major categories of 105 Architectural Review permits, 10 Use Permits and 54 Sign Review permits compared to 338 permits, including the major categories of 161 Architectural Review permits, 13 Use Permits and 53 Sign Review Permits in 2008.
- **Building Permit Processing** - In calendar year 2009, the Building Inspection Division issued 1,931 permits and conducted 12,435 inspections, compared to 2,051 permits 13,443 inspections in 2008.
- **Code Enforcement** – During calendar year 2009, a total of 237 code enforcement cases were handled, including the major categories of 158 property maintenance cases, 42 sign cases, 4 boats on private properties and 4 building without permits, compared to 2008 totals of 181 code enforcement cases, including the major categories of 111 property maintenance cases, 20 sign cases, 9 building without permits and 10 vehicle cases.

- **Affordable Housing Programs** – Staff continued to implement the City's and Community Development Agency's affordable housing programs, including the First-time Homebuyer Program, the Existing Unit Purchase Program, and the ongoing administrative efforts required for the affordable housing programs for units at Emerald Bay, Foster's Landing, Metro Senior Apartments, Marlin Cove and Miramar. A duplex and single family home was purchased as part of the Existing Units Purchase program for lease to very low- or low-income families. Staff continued the negotiation process for the new affordable units to be included in the Mirabella/Parkview Plaza and Pilgrim/Triton projects.

### ***INITIATIVES & SERVICE LEVEL EXPECTATIONS FOR FY 2010-2011***

The Community Development Department will continue to provide the required planning and building services with one less staff member for FY 2010-11 compared to FY 2009-10. Staff will be augmented with consulting planners as needed. The consulting planners will be paid from the developers' deposits.

### ***Key initiatives and service levels planned for FY 2010-2011 include the following.***

#### **Planning/Code Enforcement Division**

- Work with the City Council regarding options for the 15-acre site.

- Review the first Specific Development Plan/Use Permit for Gilead Sciences Master Plan and/or a new proposal by Gilead for development of land recently purchased from EFI.
- Complete review of the development applications for the Chess Drive Offices.
- Review and process Specific Development Plan/Use Permit application for the redevelopment of the Charter Square Shopping Center.
- Complete the review of the application for the CulturalWorks building at the North Peninsula Jewish Campus.
- Initiate revisions of the Land Use and Circulation Element, Conservation Element and Noise Element of the City's General Plan and preparation of an environmental assessment associated with these revisions.
- Permit processing/zoning permits (minimal/basic action within 45 day time period or deemed approved), with the target turnaround time for most property improvement applications of 72 hours.
- Development and implementation of State mandated laws and programs, such as preparation/adoption of ordinances to comply with changes in State law, review of CIP projects for CEQA compliance, and review of land development projects.

### **Building Inspection Division**

- Review plans for the Pilgrim-Triton development.
- Review plans for the Gilead development.

- Provide inspection services for all other construction projects.
- Adopt and enforce all State and locally adopted codes regulating the construction, alteration and use of buildings.
- Enforcement of State energy regulations
- Enforcement of the Federal Americans with Disabilities Act.
- Permit processing/building permits.
- Special State mandate/ensure the safety of automatic garage door openers.
- Special State mandate/ensure that asbestos is not being applied to new structures.
- Conduct inspection of buildings under construction to ensure code compliance with all relevant codes and ordinances.
- File and maintain approved construction plans for the life of a building.

### ***CHANGES IN FINANCIAL RESOURCES REQUIRED***

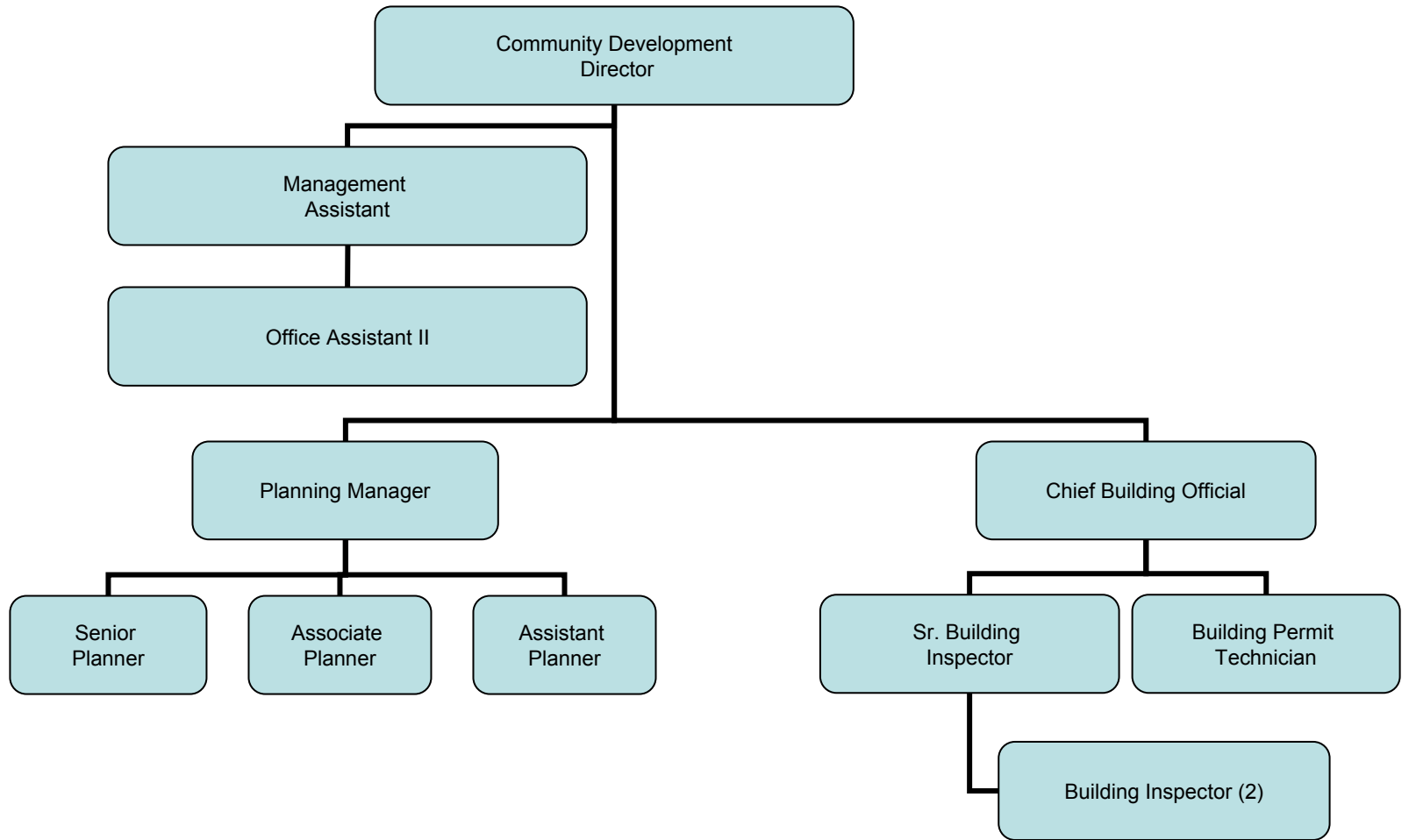
#### **Services and Supplies**

- Consultant services are proposed to assist with the preparation of the General Plan Update, specifically for the preparation of traffic, noise, and air quality analyses.
- Continued use of consulting planners is anticipated for major projects. The cost for the

consulting planners will be paid from the applicant's processing deposit.

- In order to accomplish the General Plan Update to the Land and Circulation Element and the Conservation Element an additional \$10,000 is required for FY 2010-2011 to pay for mailings associated with the General Plan Update.

# Community Development Department



**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**COMMUNITY DEVELOPMENT**  
**GENERAL FUND**  
Annual Budget Appropriation for Fiscal Year

|  | 2009-2010           |                     | 2010-2011           |
|--|---------------------|---------------------|---------------------|
|  | APPROVED            | REVISED             | REQUESTED           |
| ADVANCE PLANNING                       | \$ 211,388          | \$ 211,388          | \$ 189,374          |
| BUILDING SAFETY, CODE, PLAN CHECK      | 689,860             | 689,860             | 715,602             |
| CURRENT PLANNING                       | 259,430             | 259,430             | 174,154             |
| ORDINANCE ENFORCEMENT                  | 83,336              | 83,336              | 86,340              |
| PLANNING ADMINISTRATION                | 355,477             | 355,477             | 364,523             |
| <b>TOTAL FOR COMMUNITY DEVELOPMENT</b> | <b>\$ 1,599,491</b> | <b>\$ 1,599,491</b> | <b>\$ 1,529,993</b> |

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**COMMUNITY DEVELOPMENT**  
**GENERAL FUND**  
Annual Budget Appropriation for Fiscal Year

|   | 2009-2010           |                     | 2010-2011           |
|---|---------------------|---------------------|---------------------|
|   | APPROVED            | REVISED             | REQUESTED           |
| EMPLOYEE SERVICES   | \$ 1,608,100        | \$ 1,608,100        | \$ 1,526,600        |
| SERVICES AND SUPPLIES                                     | 142,234             | 142,234             | 142,234             |
| CAPITAL OUTLAY  | -                   | -                   | -                   |
| Subtotal (Total Department-Controlled Expenses)           | 1,750,334           | 1,750,334           | 1,668,834           |
| INTERNAL SERVICES   | 162,689             | 162,689             | 164,191             |
| Subtotal (Total Department Expenses before Reallocations) | 1,913,023           | 1,913,023           | 1,833,025           |
| REALLOCATIONS   | (313,532)           | (313,532)           | (303,032)           |
| <b>TOTAL FOR COMMUNITY DEVELOPMENT</b>                    | <b>\$ 1,599,491</b> | <b>\$ 1,599,491</b> | <b>\$ 1,529,993</b> |

## DETAIL LINE ITEM REPORT

COMMUNITY DEVELOPMENT - PLANNING ADMINISTRATION    Account: 001-0810-419    GENERAL FUND

| <b><i>Employee Services</i></b>     |                                     | Approved<br>2009-2010 | Requested<br>2010-2011 |
|-------------------------------------|-------------------------------------|-----------------------|------------------------|
| 001-0810-419-4110                   | PERMANENT SALARIES                  | \$250,500.00          | \$256,300.00           |
| Subtotal                            |                                     | <b>\$250,500.00</b>   | <b>\$256,300.00</b>    |
| 001-0810-419-4120                   | FRINGE BENEFITS                     | \$79,300.00           | \$75,400.00            |
| Subtotal                            |                                     | <b>\$79,300.00</b>    | <b>\$75,400.00</b>     |
| <b>Employee Services Total</b>      |                                     | <b>\$329,800.00</b>   | <b>\$331,700.00</b>    |
| <b><i>Internal Services</i></b>     |                                     | Approved<br>2009-2010 | Requested<br>2010-2011 |
| 001-0810-419-4544                   | VEHICLE REPLACEMENT                 | \$34,172.00           | \$37,581.00            |
| Subtotal                            |                                     | <b>\$34,172.00</b>    | <b>\$37,581.00</b>     |
| 001-0810-419-4557                   | INFORMATION TECHNOLOGY SERVICES     | \$35,044.00           | \$34,424.00            |
| Subtotal                            |                                     | <b>\$35,044.00</b>    | <b>\$34,424.00</b>     |
| 001-0810-419-4558                   | LONGEVITY RECOGNITION BENEFITS FUND | \$2,481.00            | \$0.00                 |
| Subtotal                            |                                     | <b>\$2,481.00</b>     | <b>\$0.00</b>          |
| 001-0810-419-4569                   | BUILDING MAINTENANCE                | \$11,988.00           | \$13,336.00            |
| Subtotal                            |                                     | <b>\$11,988.00</b>    | <b>\$13,336.00</b>     |
| <b>Internal Services Total</b>      |                                     | <b>\$83,685.00</b>    | <b>\$85,341.00</b>     |
| <b><i>Services and Supplies</i></b> |                                     | Approved<br>2009-2010 | Requested<br>2010-2011 |
| 001-0810-419-4241                   | COPY EXPENSE                        | \$8,650.00            | \$8,650.00             |
| Subtotal                            |                                     | <b>\$8,650.00</b>     | <b>\$8,650.00</b>      |
| 001-0810-419-4242                   | POSTAGE EXPENSE                     | \$11,000.00           | \$11,000.00            |
| Subtotal                            |                                     | <b>\$11,000.00</b>    | <b>\$11,000.00</b>     |

|                   |  |                    |                    |
|-------------------|--|--------------------|--------------------|
| 001-0810-419-4243 | GENERAL OFFICE SUPPLIES                      | \$9,000.00         | \$9,000.00         |
|                   | Subtotal                                     | <b>\$9,000.00</b>  | <b>\$9,000.00</b>  |
| 001-0810-419-4246 | MAINTENANCE-ONE TRANSCRIBER                  | \$80.00            | \$80.00            |
| 001-0810-419-4246 | MAINTENANCE-THREE TYPEWRITERS                | \$216.00           | \$216.00           |
|                   | Subtotal                                     | <b>\$296.00</b>    | <b>\$296.00</b>    |
| 001-0810-419-4249 | ADVERTISING                                  | \$20,000.00        | \$30,000.00        |
|                   | Subtotal                                     | <b>\$20,000.00</b> | <b>\$30,000.00</b> |
| 001-0810-419-4253 | AMERICAN PLANNING ASSOC. (2 MEMBERSHIPS)     | \$1,000.00         | \$1,000.00         |
| 001-0810-419-4253 | SUBSCRIPTIONS/MAGAZINES                      | \$200.00           | \$200.00           |
|                   | Subtotal                                     | <b>\$1,200.00</b>  | <b>\$1,200.00</b>  |
| 001-0810-419-4255 | APA ANNUAL TECHNICAL TRAINING CONF.-NATIONAL | \$3,000.00         | \$0.00             |
| 001-0810-419-4255 | APA ANNUAL TECHNICAL TRAINING CONF.-STATE    | \$1,500.00         | \$2,500.00         |
| 001-0810-419-4255 | MISCELLANEOUS TECHNICAL TRAINING             | \$1,000.00         | \$1,000.00         |
|                   | Subtotal                                     | <b>\$5,500.00</b>  | <b>\$3,500.00</b>  |
|                   | <b>Services and Supplies Total</b>           | <b>\$55,646.00</b> | <b>\$63,646.00</b> |

| <b>Reallocation</b>                  |                                | Approved<br>2009-2010 | Requested<br>2010-2011 |
|--------------------------------------|--------------------------------|-----------------------|------------------------|
| 001-0810-463-4495                    | ALLOCATION OF CDA EXPENSES 311 | (\$33,135.00)         | (\$33,867.00)          |
| 001-0810-463-4495                    | ALLOCATION OF CDA EXPENSES 312 | (\$33,135.00)         | (\$33,867.00)          |
| 001-0810-463-4495                    | ALLOCATION OF CDA EXPENSES 317 | (\$4,738.00)          | (\$4,843.00)           |
| 001-0810-463-4495                    | ALLOCATION OF CDA EXPENSES 318 | (\$18,954.00)         | (\$19,372.00)          |
| 001-0810-463-4495                    | ALLOCATION OF CDA EXPENSES 319 | (\$4,738.00)          | (\$4,843.00)           |
| 001-0810-463-4495                    | ALLOCATION OF CDA EXPENSES 320 | (\$18,954.00)         | (\$19,372.00)          |
|                                      | Subtotal                       | <b>(\$113,654.00)</b> | <b>(\$116,164.00)</b>  |
|                                      | <b>Reallocation Total</b>      | <b>(\$113,654.00)</b> | <b>(\$116,164.00)</b>  |
| <b>PLANNING ADMINISTRATION Total</b> |                                | <b>\$355,477.00</b>   | <b>\$364,523.00</b>    |

| <b>Employee Services</b>     |                                      | Approved<br>2009-2010 | Requested<br>2010-2011 |
|------------------------------|--------------------------------------|-----------------------|------------------------|
| 001-0811-419-4110            | PERMANENT SALARIES                   | \$152,400.00          | \$138,200.00           |
|                              | Subtotal                             | <b>\$152,400.00</b>   | <b>\$138,200.00</b>    |
| 001-0811-419-4120            | FRINGE BENEFITS                      | \$48,200.00           | \$40,400.00            |
|                              | Subtotal                             | <b>\$48,200.00</b>    | <b>\$40,400.00</b>     |
|                              | <b>Employee Services Total</b>       | <b>\$200,600.00</b>   | <b>\$178,600.00</b>    |
| <b>Services and Supplies</b> |                                      | Approved<br>2009-2010 | Requested<br>2010-2011 |
| 001-0811-419-4241            | COPY EXPENSE-PRINTING OF GP ELEMENTS | \$5,000.00            | \$5,000.00             |
|                              | Subtotal                             | <b>\$5,000.00</b>     | <b>\$5,000.00</b>      |
| 001-0811-419-4251            | GENERAL PLAN EIR                     | \$50,000.00           | \$50,000.00            |
|                              | Subtotal                             | <b>\$50,000.00</b>    | <b>\$50,000.00</b>     |
|                              | <b>Services and Supplies Total</b>   | <b>\$55,000.00</b>    | <b>\$55,000.00</b>     |
| <b>Reallocation</b>          |                                      | Approved<br>2009-2010 | Requested<br>2010-2011 |
| 001-0811-419-4495            | ALLOCATION OF CDA EXPENSES 311       | (\$16,214.00)         | (\$16,091.00)          |
| 001-0811-419-4495            | ALLOCATION OF CDA EXPENSES 312       | (\$16,214.00)         | (\$16,091.00)          |
| 001-0811-419-4495            | ALLOCATION OF CDA EXPENSES 317       | (\$1,178.00)          | (\$1,204.00)           |
| 001-0811-419-4495            | ALLOCATION OF CDA EXPENSES 318       | (\$4,714.00)          | (\$4,818.00)           |
| 001-0811-419-4495            | ALLOCATION OF CDA EXPENSES 319       | (\$1,178.00)          | (\$1,204.00)           |
| 001-0811-419-4495            | ALLOCATION OF CDA EXPENSES 320       | (\$4,714.00)          | (\$4,818.00)           |
|                              | Subtotal                             | <b>(\$44,212.00)</b>  | <b>(\$44,226.00)</b>   |
|                              | <b>Reallocation Total</b>            | <b>(\$44,212.00)</b>  | <b>(\$44,226.00)</b>   |
|                              | <b>ADVANCE PLANNING Total</b>        | <b>\$211,388.00</b>   | <b>\$189,374.00</b>    |

COMMUNITY DEVELOPMENT - CURRENT PLANNING

Account: 001-0812-419

GENERAL FUND

| <b>Employee Services</b> |                                | Approved<br>2009-2010 | Requested<br>2010-2011 |
|--------------------------|--------------------------------|-----------------------|------------------------|
| 001-0812-419-4110        | PERMANENT SALARIES             | \$246,900.00          | \$185,000.00           |
|                          | Subtotal                       | <b>\$246,900.00</b>   | <b>\$185,000.00</b>    |
| 001-0812-419-4120        | FRINGE BENEFITS                | \$78,200.00           | \$54,100.00            |
|                          | Subtotal                       | <b>\$78,200.00</b>    | <b>\$54,100.00</b>     |
|                          | <b>Employee Services Total</b> | <b>\$325,100.00</b>   | <b>\$239,100.00</b>    |
| <b>Reallocation</b>      |                                | Approved<br>2009-2010 | Requested<br>2010-2011 |
| 001-0812-419-4495        | ALLOCATION OF CDA EXPENSES 311 | (\$22,726.00)         | (\$22,142.00)          |
| 001-0812-419-4495        | ALLOCATION OF CDA EXPENSES 312 | (\$22,726.00)         | (\$22,142.00)          |
| 001-0812-419-4495        | ALLOCATION OF CDA EXPENSES 317 | (\$2,022.00)          | (\$2,066.00)           |
| 001-0812-419-4495        | ALLOCATION OF CDA EXPENSES 318 | (\$8,087.00)          | (\$8,265.00)           |
| 001-0812-419-4495        | ALLOCATION OF CDA EXPENSES 319 | (\$2,022.00)          | (\$2,066.00)           |
| 001-0812-419-4495        | ALLOCATION OF CDA EXPENSES 320 | (\$8,087.00)          | (\$8,265.00)           |
|                          | Subtotal                       | <b>(\$65,670.00)</b>  | <b>(\$64,946.00)</b>   |
|                          | <b>Reallocation Total</b>      | <b>(\$65,670.00)</b>  | <b>(\$64,946.00)</b>   |
|                          | <b>CURRENT PLANNING Total</b>  | <b>\$259,430.00</b>   | <b>\$174,154.00</b>    |

COMMUNITY DEVELOPMENT - ORDINANCE ENFORCEMENT

Account: 001-0813-419

GENERAL FUND

| <b>Employee Services</b> | Approved | Requested |
|--------------------------|----------|-----------|
|--------------------------|----------|-----------|

|                   |                                | 2009-2010          | 2010-2011           |
|-------------------|--------------------------------|--------------------|---------------------|
| 001-0813-419-4110 | PERMANENT SALARIES             | \$71,200.00        | \$78,400.00         |
|                   | Subtotal                       | <b>\$71,200.00</b> | <b>\$78,400.00</b>  |
| 001-0813-419-4120 | FRINGE BENEFITS                | \$22,500.00        | \$22,900.00         |
|                   | Subtotal                       | <b>\$22,500.00</b> | <b>\$22,900.00</b>  |
|                   | <b>Employee Services Total</b> | <b>\$93,700.00</b> | <b>\$101,300.00</b> |

| <b>Reallocation</b> |                                | Approved<br>2009-2010 | Requested<br>2010-2011 |
|---------------------|--------------------------------|-----------------------|------------------------|
| 001-0813-419-4495   | ALLOCATION OF CDA EXPENSES 311 | (\$4,046.00)          | (\$6,319.00)           |
| 001-0813-419-4495   | ALLOCATION OF CDA EXPENSES 312 | (\$4,046.00)          | (\$6,319.00)           |
| 001-0813-419-4495   | ALLOCATION OF CDA EXPENSES 317 | (\$227.00)            | (\$232.00)             |
| 001-0813-419-4495   | ALLOCATION OF CDA EXPENSES 318 | (\$909.00)            | (\$929.00)             |
| 001-0813-419-4495   | ALLOCATION OF CDA EXPENSES 319 | (\$227.00)            | (\$232.00)             |
| 001-0813-419-4495   | ALLOCATION OF CDA EXPENSES 320 | (\$909.00)            | (\$929.00)             |
|                     | Subtotal                       | <b>(\$10,364.00)</b>  | <b>(\$14,960.00)</b>   |
|                     | <b>Reallocation Total</b>      | <b>(\$10,364.00)</b>  | <b>(\$14,960.00)</b>   |

**ORDINANCE ENFORCEMENT Total**      **\$83,336.00**      **\$86,340.00**

COMMUNITY DEVELOPMENT - BLDG SAFETY, CODE, PLN CHK      Account: 001-0820-424      GENERAL FUND

| <b>Employee Services</b> |                                       | Approved<br>2009-2010 | Requested<br>2010-2011 |
|--------------------------|---------------------------------------|-----------------------|------------------------|
| 001-0820-424-4110        | PERMANENT SALARIES                    | \$495,000.00          | \$515,200.00           |
|                          | Subtotal                              | <b>\$495,000.00</b>   | <b>\$515,200.00</b>    |
| 001-0820-424-4120        | FRINGE BENEFIT -- BLDG INSP. CERT PAY | \$7,200.00            | \$7,200.00             |
| 001-0820-424-4120        | FRINGE BENEFITS                       | \$156,700.00          | \$153,500.00           |

|                                |                     |                     |
|--------------------------------|---------------------|---------------------|
| Subtotal                       | \$163,900.00        | \$160,700.00        |
| <b>Employee Services Total</b> | <b>\$658,900.00</b> | <b>\$675,900.00</b> |

***Internal Services***

|   | Approved<br>2009-2010 | Requested<br>2010-2011 |
|---|-----------------------|------------------------|
| 001-0820-424-4544 VEHICLE REPLACEMENT             | \$30,908.00           | \$30,028.00            |
| Subtotal  | <b>\$30,908.00</b>    | <b>\$30,028.00</b>     |
| 001-0820-424-4556 EQUIPMENT REPLACEMENT           | \$1,063.00            | \$1,063.00             |
| Subtotal  | <b>\$1,063.00</b>     | <b>\$1,063.00</b>      |
| 001-0820-424-4557 INFORMATION TECHNOLOGY SERVICES | \$35,045.00           | \$34,423.00            |
| Subtotal  | <b>\$35,045.00</b>    | <b>\$34,423.00</b>     |
| 001-0820-424-4569 BUILDING MAINTENANCE            | \$11,988.00           | \$13,336.00            |
| Subtotal  | <b>\$11,988.00</b>    | <b>\$13,336.00</b>     |
| <b>Internal Services Total</b>                    | <b>\$79,004.00</b>    | <b>\$78,850.00</b>     |

***Services and Supplies***

|   | Approved<br>2009-2010 | Requested<br>2010-2011 |
|---|-----------------------|------------------------|
| 001-0820-424-4241 COPY EXPENSE                                | \$100.00              | \$100.00               |
| Subtotal  | <b>\$100.00</b>       | <b>\$100.00</b>        |
| 001-0820-424-4242 POSTAGE EXPENSE                             | \$250.00              | \$250.00               |
| Subtotal  | <b>\$250.00</b>       | <b>\$250.00</b>        |
| 001-0820-424-4243* GENERAL OFFICE SUPPLIES                    | \$3,700.00            | \$3,700.00             |
| Subtotal  | <b>\$3,700.00</b>     | <b>\$3,700.00</b>      |
| 001-0820-424-4246 MAINTENANCE-MICROFICHE READER/PRINTER       | \$1,758.00            | \$1,758.00             |
| Subtotal  | <b>\$1,758.00</b>     | <b>\$1,758.00</b>      |
| 001-0820-424-4251 IMAGING - DOCUMENTS AND PLANS               | \$14,000.00           | \$4,000.00             |
| Subtotal  | <b>\$14,000.00</b>    | <b>\$4,000.00</b>      |
| 001-0820-424-4253 CALBO CODE LINK SUBSCRIPTION                | \$400.00              | \$400.00               |
| 001-0820-424-4253 CALIFORNIA BUILDING OFFICIALS               | \$215.00              | \$215.00               |
| 001-0820-424-4253 INTERNATIONAL ASSN. OF PLMB & HTG OFFICIALS | \$150.00              | \$150.00               |

|   |   |                       |                        |
|---|---|-----------------------|------------------------|
| 001-0820-424-4253                       | INTERNATIONAL CONFERENCE OF BUILDING OFFICIALS  | \$300.00              | \$300.00               |
| 001-0820-424-4253                       | MISCELLANEOUS PUBLICATIONS & SUBSCRIPTIONS      | \$300.00              | \$1,300.00             |
| 001-0820-424-4253                       | NATIONAL FIRE PROTECTION ASSN-PUBLICATIONS/AV   | \$125.00              | \$125.00               |
| 001-0820-424-4253                       | PENINSULA CHAPTER OF ICBO                       | \$80.00               | \$80.00                |
| 001-0820-424-4253                       | STATE CODES AND AMENDMENTS                      | \$500.00              | \$500.00               |
| 001-0820-424-4253                       | UNIFORM CODES & AMENDMENTS SUBSCRIPTION         | \$1,800.00            | \$1,800.00             |
|   | Subtotal  | <b>\$3,870.00</b>     | <b>\$4,870.00</b>      |
| 001-0820-424-4255                       | CALBIG (BUILDING INSPECTOR'S GROUP) TRAINING    | \$410.00              | \$410.00               |
| 001-0820-424-4255                       | CALBO ANNUAL TRAINING MEETINGS                  | \$1,750.00            | \$1,750.00             |
| 001-0820-424-4255                       | ICBO ANNUAL TRAINING MEETINGS                   | \$2,250.00            | \$2,250.00             |
| 001-0820-424-4255                       | PENINSULA BLDG INSPECTOR'S TRAINING (BLDG OFFL) | \$250.00              | \$250.00               |
| 001-0820-424-4255                       | PENINSULA CHAPTER ICBO MONTHLY TRAINING         | \$250.00              | \$250.00               |
| 001-0820-424-4255                       | TRAINING FOR INSPECTORS                         | \$3,000.00            | \$4,000.00             |
|   | Subtotal  | <b>\$7,910.00</b>     | <b>\$8,910.00</b>      |
|   | <b>Services and Supplies Total</b>              | <b>\$31,588.00</b>    | <b>\$23,588.00</b>     |
| <b>Reallocation</b>                     |   | Approved<br>2009-2010 | Requested<br>2010-2011 |
| 001-0820-424-4495                       | ALLOCATION OF CDA EXPENSES 311                  | (\$39,816.00)         | (\$31,368.00)          |
| 001-0820-424-4495                       | ALLOCATION OF CDA EXPENSES 312                  | (\$39,816.00)         | (\$31,368.00)          |
|   | Subtotal  | <b>(\$79,632.00)</b>  | <b>(\$62,736.00)</b>   |
|   | <b>Reallocation Total</b>                       | <b>(\$79,632.00)</b>  | <b>(\$62,736.00)</b>   |
|   |   |                       |                        |
| <b>BLDG SAFETY, CODE, PLN CHK Total</b> |   | <b>\$689,860.00</b>   | <b>\$715,602.00</b>    |

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