

# Community Development Agency



## **MISSION STATEMENT**

The primary mission of the Community Development Agency is to meet the goals of the Agency as defined in the Plans for the Agency's three Project Areas. The original Plan was adopted in 1981 and provides for: 1) a more diverse economic base; 2) improved circulation; 3) improved public facilities; 4) additional housing opportunities; 5) additional employment opportunities; and 6) conservation of the environment.

The Hillsdale/Gull and the Marlin Cove Plans were adopted in January 1999. The goals include: 1) prevention of the spread of blight and deterioration; 2) achievement of architectural and urban design excellence; 3) control of unplanned growth; 4) encouragement of private sector investment; 5) increase supply of housing; 6) encouragement of participation of residents, businesses, and community in redevelopment; 7) replanning and development of stagnant or improperly used areas; and, in the case of the Marlin Cove Project,

8) retention of businesses through revitalization of the site.

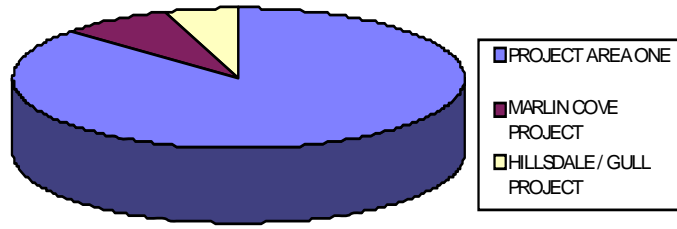
Project Area One has a revenue cap of \$170 million. This cap is expected to be reached in FY 2010-11. After the cap is reached, Project Area One will no longer receive tax increment. Funds will be reserved in FY 2009-10 for any continuing financial obligations. The Project One Housing Fund will be able to continue for several years as the fund balance is used for affordable housing programs.

## **PROPOSED OPERATING EXPENDITURES DISTRIBUTION**

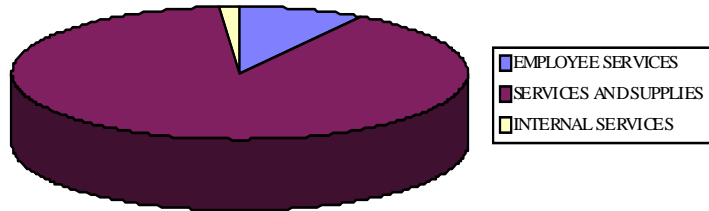
Total Agency Budget: \$9,268,846

<i>Project Area One</i>	<i>\$ 8,045,009</i>
<i>Marlin Cove Project</i>	<i>\$ 724,086</i>
<i>Hillsdale/Gull Project</i>	<i>\$ 499,751</i>

**Expenditures by Project Area**



**Expenditure by Type**



**AGENCY PERSONNEL SUMMARY Project One**

Position	08-09	09-10	10-11	11-12	12-13	13-14
<b>CITY CLERK</b>						
City Clerk	0.10	0.10	0.10	0.05	0.05	0.05
Deputy City Clerk	0.10	0.10	0.10	0.05	0.05	0.05
<b>CITY/DISTRICT MANAGER</b>						
City Manager	0.10	0.10	0.10	0.05	0.05	0.05
Assistant City Manager	0.10	0.10	0.10	0.05	0.05	0.05
Exec. Asst. to the City Mgr.	0.10	0.10	0.10	0.05	0.05	0.05
<b>COMMUNITY DEVELOPMENT</b>						
Community Development Dir.	0.20	0.20	0.20	0.10	0.10	0.10
Planning Manager	0.20	0.20	0.20	0.10	0.10	0.10
Chief Bldg. Official	0.10	0.10	0.10	0.05	0.05	0.05
Management Assistant	0.15	0.15	0.15	0.08	0.08	0.08
Building Inspector	0.50	0.50	0.50	0.25	0.25	0.25
Office Assistant II	0.25	0.25	0.25	0.13	0.13	0.13
<b>FINANCIAL SERVICES</b>						
Finance Director	0.10	0.10	0.10	0.05	0.05	0.05
Asst. Finance Director	0.10	0.10	0.10	0.05	0.05	0.05
Accountant	0.10	0.10	0.10	0.05	0.05	0.05
Executive Assistant	0.10	0.10	0.10	0.05	0.05	0.05
Accounting Specialist	0.10	0.10	0.10	0.05	0.05	0.05
<b>PUBLIC WORKS</b>						
Director of Public Works	0.10	0.10	0.10	-	-	-
Senior Civil Engineer	0.25	0.25	0.25	-	-	-
Jr/Assist.Engineer (2)	0.25	0.25	0.25	-	-	-
Sr. Engineering Tech.	0.10	0.10	0.10	-	-	-
Executive Assistant	0.10	0.10	0.10	-	-	-
Office Assistant II	0.15	0.15	0.15	-	-	-
<b>Total Employees</b>	<b>3.35</b>	<b>3.35</b>	<b>3.35</b>	<b>1.21</b>	<b>1.21</b>	<b>1.21</b>

## AGENCY PERSONNEL SUMMARY Marlin Cove

Position	08-09	09-10	10-11	11-12	12-13	13-14
<b>CITY CLERK</b>						
City Clerk	0.05	0.05	0.05	0.05	0.05	0.05
Deputy City Clerk	0.05	0.05	0.05	0.05	0.05	0.05
<b>CITY/DISTRICT MANAGER</b>						
City Manager	0.05	0.05	0.05	0.05	0.05	0.05
Assistant City Manager	0.05	0.05	0.05	0.05	0.05	0.05
Management Analyst	-	-	-	-	-	-
Exec. Asst. to the City Mgr.	0.05	0.05	0.05	0.05	0.05	0.05
<b>COMMUNITY DEVELOPMENT</b>						
Community Development Dir.	0.05	0.05	0.05	0.05	0.05	0.05
Planning Manager	0.10	0.10	0.10	0.10	0.10	0.10
Management Assistant	0.05	0.05	0.05	0.05	0.05	0.05
Office Assistant II	0.10	0.10	0.10	0.10	0.10	0.10
<b>FINANCIAL SERVICES</b>						
Finance Director	0.10	0.10	0.10	0.10	0.10	0.10
Asst. Finance Director	0.10	0.10	0.10	0.10	0.10	0.10
Accountant	0.10	0.10	0.10	0.10	0.10	0.10
Executive Assistant	0.10	0.10	0.10	0.10	0.10	0.10
Accounting Specialist	0.10	0.10	0.10	0.10	0.10	0.10
<b>Total Employees</b>	<b>1.05</b>	<b>1.05</b>	<b>1.05</b>	<b>1.05</b>	<b>1.05</b>	<b>1.05</b>

## AGENCY PERSONNEL SUMMARY Hillsdale/Gull

Position	08-09	09-10	10-11	11-12	12-13	13-14
<b>CITY CLERK</b>						
City Clerk	0.05	0.05	0.05	0.05	0.05	0.05
Deputy City Clerk	0.05	0.05	0.05	0.05	0.05	0.05
<b>CITY/DISTRICT MANAGER</b>						
City Manager	0.05	0.05	0.05	0.05	0.05	0.05
Assistant City Manager	0.05	0.05	0.05	0.05	0.05	0.05
Management Analyst	-	-	-	-	-	-
Exec. Asst. to the City Mgr.	0.05	0.05	0.05	0.05	0.05	0.05
<b>COMMUNITY DEVELOPMENT</b>						
Community Development Dir.	0.05	0.05	0.05	0.05	0.05	0.05
Planning Manager	0.10	0.10	0.10	0.10	0.10	0.10
Management Assistant	0.05	0.05	0.05	0.05	0.05	0.05
Office Assistant II	0.10	0.10	0.10	0.10	0.10	0.10
<b>FINANCIAL SERVICES</b>						
Finance Director	0.10	0.10	0.10	0.10	0.10	0.10
Asst. Finance Director	0.10	0.10	0.10	0.10	0.10	0.10
Accountant	0.10	0.10	0.10	0.10	0.10	0.10
Executive Assistant	0.10	0.10	0.10	0.10	0.10	0.10
Account Clerk II	0.10	0.10	0.10	0.10	0.10	0.10
<b>Total Employees</b>	<b>1.05</b>	<b>1.05</b>	<b>1.05</b>	<b>1.05</b>	<b>1.05</b>	<b>1.05</b>



The Agency develops and implements programs and projects to address the goals of the Agency and project areas:

- Economic Development
- Capital Improvement Projects
- Housing

## **CURRENT ACCOMPLISHMENTS**

The Agency has accomplished the following objectives during the 2008-09 fiscal year:

**1. Affordable Housing Strategic Plan — Continued Implementation**

The Affordable Housing Strategic Plan established five programs to address the affordable housing requirements of both the City and the Agency. All of the programs, Existing Unit Purchase, First-Time Homebuyer Assistance, New Project Development, Rental Assistance and the Rehabilitation Loan program are currently being implemented.

**2. First-Time Homebuyer Assistance Program — On-going Administration**

The program began in August 1998. To-date, 29 loans of \$50,000 to \$75,000 each have been issued and additional applicants have been pre-qualified and are looking for homes to purchase. One new loan was issued in FY 2008-09.

**3. Existing Unit Purchase Program — Ongoing Administration**

The Agency purchased one single family home and one duplex in 1998, one townhouse in 2005, one condominium in 2006 and a duplex in 2008. The larger units (three or more bedrooms) are rented to very low-income families of five or more people, thus meeting a portion of the Agency's large family affordable housing component. The

two-bedroom units are rented to very low-income families of three or four people.

**4. Transportation Systems Management Program — Now Administered by City Manager's Department**

The management of the Foster City Connections Shuttle and employer-funded shuttles was transferred to the City Manager's Department in 2008.

**6. Five Year Capital Improvements Program (CDA Resource Availability) — Financial Projections**

Tax increment cash flow projections, and revenue and expenditure projections were prepared and updated to provide the City and Agency with information about the projected future availability and allocation of Community Development Agency funds. The Five Year Financial Plan includes a projected schedule for repayment of the City loan to the Agency.

**7. Sale of Affordable Housing Units — On-Going Implementation**

The affordable housing programs at both Emerald Bay, with six affordable housing units, and Marina Green, with seventeen affordable housing units, require on-going administration. There are periodic re-sales of the units, which require a determination of the new purchase prices to maintain their affordability and verification of buyer income

eligibility. The Marina Green affordability covenants started to expire in early 2006, with only one remaining at the end of 2008.

**8. Statement of Indebtedness and Annual State Report — On-Going**

The Statement of Indebtedness advises the county of the projected amount of Agency debt for the upcoming year, which enables them to calculate the Agency's tax increment allocation for the year. The annual report to the State illustrates the Agency's previous year's activity.

**9. COSTCO Agreement — Administration – On-Going**

There were three separate notes executed between COSTCO and the Agency, which require a review of COSTCO's earning performance each year, and the calculation and disbursement of Agency funds, if appropriate, as stipulated in the three notes. The final note will be repaid in FY 2009-10.

***PROPOSED SERVICE LEVELS***

The Community Development Agency will continue to provide the services required by state law of a redevelopment agency and by the Agency's existing agreements with the same allocations of staffing as in FY 2008-09.

***CHANGES IN RESOURCES REQUIRED***

Personnel

- None

Services and Supplies

- Adjustments in Payments and Fees – Adjustments have been made pursuant to contractual agreements and statutory obligations for the payment of fees, payments to other agencies, and payments to developers.
- New Senior Home Repair Program - A new housing program is proposed to offer assistance to very low-income senior households with minor home repairs. Each household would be eligible for up to \$1,000 in repairs each year. A budget of \$10,000 is proposed to allow assistance to 10 households per year. Examples of the type of work involved include: weather-stripping, repairs to stairs or handrails, broken windows, doors, other security improvements, smoke detectors, water heater replacement, plumbing repairs, gutter work, etc. The Agency would work with local service clubs to perform the work and/or solicit bids from contractors and select one or two to be available throughout the year to perform the needed repairs.
- New Housing Compliance Monitoring Software – a \$4000 annual license fee is required for this software. See below for more information.

## Capital Outlay

- New Housing Compliance Monitoring Software – Purchase of a license to use a web-based program to monitor compliance with affordable housing requirements is proposed. The program is already in use at Marlin Cove for monitoring compliance with housing bond requirements. Property managers would submit their required reports via the program. The program flags non-compliance issues for both the property managers and staff. As Agency staffing (and funding) is reduced, this would save staff time in the evaluation of annual reports and obtaining correction of problems, but more importantly, help property managers to correctly administer their affordable housing to avoid non-compliance issues. One-time set-up fee is \$3500 with a \$4000 annual license fee.

**Community Development Agency**  
 Summary of Resources and Requirements by Funds  
 For the Fiscal Year Ended June 30, 2010

Fund	Available July 1, 2009	Estimated Revenues	Transfers In	Transfers Out	Total Available	Operating Expenditures	Capital Expenditures	Loan Repayment to City	Total Requirements	Available June 30, 2010
256 Special Fund <sup>(1)</sup>	\$ 3,506,000	\$ 10,146,000	\$ -	\$ 13,652,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
257 2001Tax Allocation Refunding Bonds	\$ 2,833,000	\$ 54,000	\$ 772,820	\$ -	\$ 3,659,820	\$ 3,659,820	\$ -	\$ -	\$ 3,659,820	\$ -
311 General Fund - Project 1	\$ 578,000	\$ 12,000	\$ 12,879,180	\$ -	\$ 13,469,180	\$ 2,685,642	\$ -	\$ 7,849,538	\$ 10,535,180	\$ 2,934,000
312 Housing Fund - Project 1	\$ 14,665,000	\$ 4,330,000	\$ -	\$ 353,153	\$ 18,641,847	\$ 1,699,547	\$ -	\$ -	\$ 1,699,547	\$ 16,942,300
316 Project Redevelopment Fund -- CIP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Project 1</b>	<b>\$ 21,582,000</b>	<b>\$ 14,542,000</b>	<b>\$ 13,652,000</b>	<b>\$ 14,005,153</b>	<b>\$ 35,770,847</b>	<b>\$ 8,045,009</b>	<b>\$ -</b>	<b>\$ 7,849,538</b>	<b>\$ 15,894,547</b>	<b>\$ 19,876,300</b>
317 General Fund - Marlin Cove	\$ -	\$ 624,000	\$ -	\$ 350,888	\$ 273,112	\$ 217,198	\$ -	\$ -	\$ 217,198	\$ 55,914
318 Housing Fund - Marlin Cove	\$ -	\$ 156,000	\$ 350,888	\$ -	\$ 506,888	\$ 506,888	\$ -	\$ -	\$ 506,888	\$ -
<b>Total Marlin Cove</b>	<b>\$ -</b>	<b>\$ 780,000</b>	<b>\$ 350,888</b>	<b>\$ 350,888</b>	<b>\$ 780,000</b>	<b>\$ 724,086</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 724,086</b>	<b>\$ 55,914</b>
319 General Fund - Hillsdale/Gull	\$ -	\$ 218,000	\$ -	\$ -	\$ 218,000	\$ 92,598	\$ -	\$ -	\$ 92,598	\$ 125,402
320 Housing Fund - Hillsdale/Gull	\$ -	\$ 54,000	\$ 353,153	\$ -	\$ 407,153	\$ 407,153	\$ -	\$ -	\$ 407,153	\$ -
<b>Total Hillsdale/Gull</b>	<b>\$ -</b>	<b>\$ 272,000</b>	<b>\$ 353,153</b>	<b>\$ -</b>	<b>\$ 625,153</b>	<b>\$ 499,751</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 499,751</b>	<b>\$ 125,402</b>
<b>Totals - All Project Areas</b>		<b>\$ 15,594,000</b>				<b>\$ 9,268,846</b>	<b>\$ -</b>	<b>\$ 7,849,538</b> <sup>(2)</sup>		

<sup>(1)</sup> Special Fund - All non-housing tax increment revenue is deposited into Community Development Agency Special Fund annually to the extent necessary to pay indebtedness of the Agency.

<sup>(2)</sup> Loan Repayment to the City of Foster City includes \$7,034,538 in principal and \$815,000 in interest. The interest payment is shown as a City General Fund revenue.

**Community Development Agency**  
 Revenue Report  
 For the Fiscal Year Ended June 30, 2010

Source	Budget Estimate 2008-2009		Budget Estimate 2009-2010	
<b>PROJECT AREA ONE</b>				
<b>Special Fund</b>				
Property Taxes	\$	9,629,000	\$	10,146,000
Investment Earnings - Reserve	\$	108,000	\$	54,000
<b>subtotal</b>	<b>\$</b>	<b>9,737,000</b>	<b>\$</b>	<b>10,200,000</b>
<b>Special Housing Fund</b>				
Property Taxes	\$	-	\$	-
Investment Earnings - Reserve	\$	-	\$	-
<b>subtotal</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>
<b>General Fund</b>				
Investment Earnings	\$	24,000	\$	12,000
<b>subtotal</b>	<b>\$</b>	<b>24,000</b>	<b>\$</b>	<b>12,000</b>
<b>Housing Fund</b>				
Property Taxes	\$	3,553,000	\$	3,743,000
Investment Earnings	\$	445,000	\$	587,000
<b>subtotal</b>	<b>\$</b>	<b>3,998,000</b>	<b>\$</b>	<b>4,330,000</b>
<b>TOTAL PROJECT AREA ONE</b>	<b>\$</b>	<b>13,759,000</b>	<b>\$</b>	<b>14,542,000</b>

**Community Development Agency**  
**Revenue Report**  
 For the Fiscal Year Ended June 30, 2010

Source	Budget Estimate 2008-2009	Budget Estimate 2009-2010
<b><i>MARLIN COVE PROJECT AREA</i></b>		
<b>General Fund</b>		
Property Taxes	\$ 616,000	\$ 623,000
Investment Earnings	\$ 1,000	\$ 1,000
subtotal	\$ 617,000	\$ 624,000
<b>Housing Fund</b>		
Property Taxes	\$ 154,000	\$ 156,000
Investment Earnings	\$ -	\$ -
subtotal	\$ 154,000	\$ 156,000
<b>TOTAL MARLIN COVE</b>	<b>\$ 771,000</b>	<b>\$ 780,000</b>
<b><i>HILLSDALE/GULL PROJECT AREA</i></b>		
<b>General Fund</b>		
Property Taxes	\$ 213,000	\$ 218,000
Investment Earnings	\$ 5,000	\$ -
subtotal	\$ 218,000	\$ 218,000
<b>Housing Fund</b>		
Property Taxes	\$ 53,000	\$ 54,000
Investment Earnings	\$ -	\$ -
subtotal	\$ 53,000	\$ 54,000
<b>TOTAL HILLSDALE/GULL PROJECT AREA</b>	<b>\$ 271,000</b>	<b>\$ 272,000</b>

**CDA CAPITAL IMPROVEMENT PROJECT (CIP) PLAN (FISCAL YEAR 2009-2010)**

					<b>Funding Sources</b>
<b>PROJECT NAME</b>	<b>Funding Source*</b>	<b>Total Project Cost</b>	<b>Prior Years' Funding</b>	<b>FY 2007/2008 Funding</b>	<b>CDA Project Redevelopment Fund</b>

NONE

**City of Foster City Community Development Agency**  
Summary of Bonds Payable  
Fiscal Year 2009-2010

	Total Bonds Authorized	Bonds Issued as of June 30, 2009	Outstanding Balance June 30, 2009	Principal Payable FY 2009-2010	Interest Payable FY 2009- 2010	Fiscal Agent/ Other Fees FY 2009- 2010	Total Debt Service FY 2009-2010
<b>Tax Allocation Bonds:</b>							
2001 Foster City Community Development Agency Bonds	\$ 27,010,000	\$ 27,010,000	\$ 3,560,000	\$ 3,560,000	\$ 78,320	\$ 21,500	\$ 3,659,820

**City of Foster City Community Development Agency  
Schedule of Fund Balance Transfers  
Fiscal Year 2009-2010**

		<b>Transfers In</b>				
		<i>257 '2001 Tax Allocation Refunding Bonds</i>	<i>311 General Fund - Project 1</i>	<i>318 Housing Fund - Marlin Cove</i>	<i>320 Housing Fund - Hillsdale / Gull</i>	
<b># Fund</b>						<b>Totals</b>
<b>Transfers Out</b>	<b>1 256 Special Fund</b>	772,820	12,879,180	-	-	13,652,000
	<b>2 312 Housing Fund - Project 1</b>	-	-	-	353,153	353,153
	<b>3 317 General Fund - Marlin Cove</b>	-	-	350,888	-	350,888
	<b>Totals</b>	772,820	12,879,180	350,888	353,153	14,356,041

Footnotes:

- 1** Transfer excess tax increment after debt service to fund Debt Service Reserve and General Fund - Project 1 operations.
- 2** Transfer from Housing Funds - Project 1 to fund Housing Fund operations for the Hillsdale / Gull Project area.
- 3** Transfer from Marlin Cove General Fund to fund Housing Fund operations for the Marlin Cove Project area.

**DEPARTMENT SUMMARY BY DIVISION**  
**Foster City Community Development Agency**  
 COMMUNITY DEVELOPMENT  
 2001 TAX ALLOCATION REFUNDING BONDS (#257)  
 Annual Budget Appropriation for Fiscal Year

	2008-2009		2009-2010
	APPROVED	REVISED	REQUESTED
EMPLOYEES SERVICES	\$ -	\$ -	\$ -
SERVICES AND SUPPLIES	3,665,709	3,665,709	3,659,820
CAPITAL OUTLAY	-	-	-
Subtotal (Total Department-Controlled Expenses)	3,665,709	3,665,709	3,659,820
INTERNAL SERVICES	-	-	-
Subtotal (Total Department Expenses before Reallocations)	3,665,709	3,665,709	3,659,820
REALLOCATIONS	-	-	-
<b>TOTAL FOR 2001 TAX ALLOCATION REFUNDING BONDS (#257)</b>	<b>\$ 3,665,709</b>	<b>\$ 3,665,709</b>	<b>\$ 3,659,820</b>

## DETAIL LINE ITEM REPORT

COMMUNITY DEVELOPMENT - SPECIAL FUND-PFA  
0833-463

Account: 257-

2001 Tax Allocation Refunding  
Bonds

<b>Services and Supplies</b>		Approved 2008-2009	Requested 2009-2010
257-0833-463-4251	CONSULTANT TO MONITOR ARBITRAGE	\$3,500.00	\$3,500.00
Subtotal		<b>\$3,500.00</b>	<b>\$3,500.00</b>
257-0833-463-4270	PRINCIPAL DUE 9/1/09	\$3,415,000.00	\$3,560,000.00
Subtotal		<b>\$3,415,000.00</b>	<b>\$3,560,000.00</b>
257-0833-463-4271	INTEREST DUE 3/1/10	\$78,320.00	\$0.00
257-0833-463-4271	INTEREST DUE 9/1/09	\$150,889.00	\$78,320.00
Subtotal		<b>\$229,209.00</b>	<b>\$78,320.00</b>
257-0833-463-4273	FISCAL AGENT FEES	\$18,000.00	\$18,000.00
Subtotal		<b>\$18,000.00</b>	<b>\$18,000.00</b>
<b>Services and Supplies Total</b>		<b>\$3,665,709.00</b>	<b>\$3,659,820.00</b>
<b>SPECIAL FUND-PFA Total</b>		<b>\$3,665,709.00</b>	<b>\$3,659,820.00</b>

**DEPARTMENT SUMMARY BY DIVISION**  
**Foster City Community Development Agency**  
 COMMUNITY DEVELOPMENT  
 PROJECT AREA ONE - GENERAL FUND (#311)  
 Annual Budget Appropriation for Fiscal Year

	2008-2009		2009-2010
	APPROVED	REVISED	REQUESTED
EMPLOYEES SERVICES	\$ 257,634	\$ 257,634	\$ 259,347
SERVICES AND SUPPLIES	1,408,005	1,408,005	2,299,664
CAPITAL OUTLAY	-	-	-
Subtotal (Total Department-Controlled Expenses)	1,665,639	1,665,639	2,559,011
INTERNAL SERVICES	126,009	126,009	126,631
Subtotal (Total Department Expenses before Reallocations)	1,791,648	1,791,648	2,685,642
REALLOCATIONS	-	-	-
<b>TOTAL FOR PROJECT AREA ONE - GENERAL FUND (#311)</b>	<b>\$ 1,791,648</b>	<b>\$ 1,791,648</b>	<b>\$ 2,685,642</b>

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## DETAIL LINE ITEM REPORT

COMMUNITY DEVELOPMENT - COMMUNITY DEVELOPMENT      Account: 311-0831-463      CDA-GENERAL

<b><i>Employee Services</i></b>		Approved 2008-2009	Requested 2009-2010
311-0831-463-4110	PERMANENT SALARIES	\$193,534.00	\$194,734.00
Subtotal		<b>\$193,534.00</b>	<b>\$194,734.00</b>
311-0831-463-4115	COUNCIL/DIRECTOR & COMM FEES	\$1,300.00	\$1,300.00
Subtotal		<b>\$1,300.00</b>	<b>\$1,300.00</b>
311-0831-463-4120	FRINGE BENEFITS	\$62,800.00	\$63,313.00
Subtotal		<b>\$62,800.00</b>	<b>\$63,313.00</b>
<b>Employee Services Total</b>		<b>\$257,634.00</b>	<b>\$259,347.00</b>
<b><i>Internal Services</i></b>		Approved 2008-2009	Requested 2009-2010
311-0831-463-4557	INFORMATION TECHNOLOGY SERVICES	\$114,386.00	\$114,642.00
Subtotal		<b>\$114,386.00</b>	<b>\$114,642.00</b>
311-0831-463-4569	BUILDING MAINTENANCE	\$11,623.00	\$11,989.00
Subtotal		<b>\$11,623.00</b>	<b>\$11,989.00</b>
<b>Internal Services Total</b>		<b>\$126,009.00</b>	<b>\$126,631.00</b>
<b><i>Services and Supplies</i></b>		Approved 2008-2009	Requested 2009-2010
311-0831-463-4241	COPY EXPENSE	\$2,200.00	\$2,200.00
Subtotal		<b>\$2,200.00</b>	<b>\$2,200.00</b>
311-0831-463-4242	POSTAGE EXPENSE	\$1,000.00	\$1,000.00
Subtotal		<b>\$1,000.00</b>	<b>\$1,000.00</b>
311-0831-463-4243	GENERAL OFFICE SUPPLIES	\$1,000.00	\$1,000.00
Subtotal		<b>\$1,000.00</b>	<b>\$1,000.00</b>

311-0831-463-4249	ADVERTISING	\$1,000.00	\$1,000.00
	Subtotal	<b>\$1,000.00</b>	<b>\$1,000.00</b>
311-0831-463-4251	AUDIT FEES	\$1,465.00	\$1,400.00
311-0831-463-4251	CONSULTANT FEES - 15 ACRE SITE STUDIES	\$50,000.00	\$50,000.00
311-0831-463-4251	COUNTY PROPERTY TAX ADMINISTRATION FEE	\$162,000.00	\$171,000.00
311-0831-463-4251	FINANCIAL CONSULTANT FEES	\$16,000.00	\$16,000.00
311-0831-463-4251	REDEVELOPMENT ATTORNEY FEES	\$30,000.00	\$30,000.00
311-0831-463-4251	TSM COORDINATION AND PROGRAM	\$1,000.00	\$1,000.00
	Subtotal	<b>\$260,465.00</b>	<b>\$269,400.00</b>
311-0831-463-4253	CALIFORNIA REDEVELOPMENT ASSOCIATION	\$7,840.00	\$8,564.00
	Subtotal	<b>\$7,840.00</b>	<b>\$8,564.00</b>
311-0831-463-4254	CRA CONFERENCE & SEMINARS & ECON.DEV.CONFERENCES	\$1,500.00	\$1,500.00
	Subtotal	<b>\$1,500.00</b>	<b>\$1,500.00</b>
311-0831-463-4265	AB 1290 TAX SHARING PAYMENT	\$622,000.00	\$695,000.00
311-0831-463-4265	COSTCO NOTE 1	\$64,000.00	\$864,000.00
311-0831-463-4265	SAN MATEO UNION HIGH SCHOOL DISTRICT PER AGREEMENT	\$447,000.00	\$456,000.00
	Subtotal	<b>\$1,133,000.00</b>	<b>\$2,015,000.00</b>
	<b>Services and Supplies Total</b>	<b>\$1,408,005.00</b>	<b>\$2,299,664.00</b>
	<b>COMMUNITY DEVELOPMENT Total</b>	<b>\$1,791,648.00</b>	<b>\$2,685,642.00</b>

**DEPARTMENT SUMMARY BY DIVISION**  
**Foster City Community Development Agency**  
COMMUNITY DEVELOPMENT  
PROJECT AREA ONE - HOUSING FUND (#312)  
Annual Budget Appropriation for Fiscal Year

	2008-2009		2009-2010
	APPROVED	REVISED	REQUESTED
EMPLOYEES SERVICES	\$ 256,334	\$ 256,334	\$ 258,047
SERVICES AND SUPPLIES	1,415,065	1,415,065	1,441,500
CAPITAL OUTLAY	-	-	-
Subtotal (Total Department-Controlled Expenses)	1,671,399	1,671,399	1,699,547
INTERNAL SERVICES	-	-	-
Subtotal (Total Department Expenses before Reallocations)	1,671,399	1,671,399	1,699,547
REALLOCATIONS	-	-	-
<b>TOTAL FOR PROJECT AREA ONE - HOUSING FUND (#312)</b>	<b>\$ 1,671,399</b>	<b>\$ 1,671,399</b>	<b>\$ 1,699,547</b>

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# DETAIL LINE ITEM REPORT

COMMUNITY DEVELOPMENT - HOUSING

Account: 312-0832-463

CDA-HOUSING

<b><i>Employee Services</i></b>		Approved 2008-2009	Requested 2009-2010
312-0832-463-4110	PERMANENT SALARIES	\$193,534.00	\$194,734.00
	Subtotal	<b>\$193,534.00</b>	<b>\$194,734.00</b>
312-0832-463-4120	FRINGE BENEFITS	\$62,800.00	\$63,313.00
	Subtotal	<b>\$62,800.00</b>	<b>\$63,313.00</b>
<b>Employee Services Total</b>		<b>\$256,334.00</b>	<b>\$258,047.00</b>
<b><i>Services and Supplies</i></b>		Approved 2008-2009	Requested 2009-2010
312-0832-463-4251	AUDIT FEE	\$1,465.00	\$1,400.00
312-0832-463-4251	FINANCIAL CONSULTANT FEES	\$4,000.00	\$4,000.00
312-0832-463-4251	HUMAN INVESTMENT PROJECT - HOMESHARE PROGRAM	\$27,000.00	\$27,000.00
312-0832-463-4251	REDEVELOPMENT ATTORNEY FEES - GENERAL ADVICE	\$30,000.00	\$30,000.00
	Subtotal	<b>\$62,465.00</b>	<b>\$62,400.00</b>
312-0832-463-4253	SAN MATEO COUNTY HEART DUES	\$12,100.00	\$12,100.00
	Subtotal	<b>\$12,100.00</b>	<b>\$12,100.00</b>
312-0832-463-4254	TRAVEL, CONFERENCE, MEETINGS	\$500.00	\$500.00
	Subtotal	<b>\$500.00</b>	<b>\$500.00</b>
312-0832-463-4265	EXISTING UNIT PURCHASE PROGRAM	\$1,036,000.00	\$1,042,000.00
312-0832-463-4265	FIRST TIME HOMEBUYERS PROGRAM	\$100,000.00	\$100,000.00
312-0832-463-4265	FOSTER'S LANDING AFFORDABLE HOUSING SUBSIDY	\$144,000.00	\$147,000.00
312-0832-463-4265	HOUSING COMPLIANCE MONITORING SOFTWARE	\$0.00	\$7,500.00
312-0832-463-4265	REHABILITATION LOAN PROGRAM	\$60,000.00	\$60,000.00
312-0832-463-4265	SENIOR HOME REPAIR PROGRAM	\$0.00	\$10,000.00
	Subtotal	<b>\$1,340,000.00</b>	<b>\$1,366,500.00</b>
<b>Services and Supplies Total</b>		<b>\$1,415,065.00</b>	<b>\$1,441,500.00</b>

**HOUSING Total** **\$1,671,399.00** **\$1,699,547.00**

**DEPARTMENT SUMMARY BY DIVISION**  
**Foster City Community Development Agency**  
COMMUNITY DEVELOPMENT  
MARLIN COVE PROJECT AREA - GENERAL FUND (#317)  
Annual Budget Appropriation for Fiscal Year

	2008-2009		2009-2010
	APPROVED	REVISED	REQUESTED
EMPLOYEES SERVICES	\$ 29,766	\$ 29,766	\$ 29,898
SERVICES AND SUPPLIES	184,365	184,365	187,300
CAPITAL OUTLAY	-	-	-
Subtotal (Total Department-Controlled Expenses)	214,131	214,131	217,198
INTERNAL SERVICES	-	-	-
Subtotal (Total Department Expenses before Reallocations)	214,131	214,131	217,198
REALLOCATIONS	-	-	-
<b>TOTAL FOR MARLIN COVE PROJECT AREA - GENERAL FUND (#317)</b>	<b>\$ 214,131</b>	<b>\$ 214,131</b>	<b>\$ 217,198</b>

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## DETAIL LINE ITEM REPORT

COMMUNITY DEVELOPMENT - COMMUNITY DEVELOPMENT  
0831-463

Account: 317-

MARLIN COVE  
GENERAL

<b>Employee Services</b>		Approved 2008-2009	Requested 2009-2010
317-0831-463-4110	PERMANENT SALARIES	\$22,909.00	\$22,992.00
Subtotal		<b>\$22,909.00</b>	<b>\$22,992.00</b>
317-0831-463-4120	FRINGE BENEFITS	\$6,857.00	\$6,906.00
Subtotal		<b>\$6,857.00</b>	<b>\$6,906.00</b>
<b>Employee Services Total</b>		<b>\$29,766.00</b>	<b>\$29,898.00</b>
<b>Services and Supplies</b>		Approved 2008-2009	Requested 2009-2010
317-0831-463-4241	COPY EXPENSE	\$400.00	\$400.00
Subtotal		<b>\$400.00</b>	<b>\$400.00</b>
317-0831-463-4242	POSTAGE EXPENSE	\$200.00	\$200.00
Subtotal		<b>\$200.00</b>	<b>\$200.00</b>
317-0831-463-4243	GENERAL OFFICE SUPPLIES	\$200.00	\$200.00
Subtotal		<b>\$200.00</b>	<b>\$200.00</b>
317-0831-463-4251	AB 1290 TAX SHARING PAYMENT	\$154,000.00	\$156,000.00
317-0831-463-4251	AUDIT FEES	\$1,465.00	\$1,400.00
317-0831-463-4251	COUNTY PROPERTY TAX ADMINISTRATION FEE	\$15,000.00	\$16,000.00
317-0831-463-4251	FINANCIAL CONSULTANT FEES	\$3,600.00	\$3,600.00
317-0831-463-4251	REDEVELOPMENT ATTORNEY FEES	\$9,000.00	\$9,000.00
Subtotal		<b>\$183,065.00</b>	<b>\$186,000.00</b>
317-0831-463-4254	CRA CONFERENCE & SEMINARS & ECON.DEV.CONFERENCES	\$500.00	\$500.00
Subtotal		<b>\$500.00</b>	<b>\$500.00</b>
<b>Services and Supplies Total</b>		<b>\$184,365.00</b>	<b>\$187,300.00</b>

<b>COMMUNITY DEVELOPMENT Total</b>	<b>\$214,131.00</b>	<b>\$217,198.00</b>

**DEPARTMENT SUMMARY BY DIVISION**  
**Foster City Community Development Agency**  
COMMUNITY DEVELOPMENT  
MARLIN COVE PROJECT AREA - HOUSING FUND (#318)  
Annual Budget Appropriation for Fiscal Year

	2008-2009		2009-2010
	APPROVED	REVISED	REQUESTED
EMPLOYEES SERVICES	\$ 119,066	\$ 119,066	\$ 119,594
SERVICES AND SUPPLIES	384,359	384,359	387,294
CAPITAL OUTLAY	-	-	-
Subtotal (Total Department-Controlled Expenses)	503,425	503,425	506,888
INTERNAL SERVICES	-	-	-
Subtotal (Total Department Expenses before Reallocations)	503,425	503,425	506,888
REALLOCATIONS	-	-	-
<b>TOTAL FOR MARLIN COVE PROJECT AREA - HOUSING FUND (#318)</b>	<b>\$ 503,425</b>	<b>\$ 503,425</b>	<b>\$ 506,888</b>

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## DETAIL LINE ITEM REPORT

COMMUNITY DEVELOPMENT - HOUSING

Account: 318-0832-463

MARLIN COVE HOUSING

<b><i>Employee Services</i></b>		Approved 2008-2009	Requested 2009-2010
318-0832-463-4110	PERMANENT SALARIES	\$91,638.00	\$91,969.00
	Subtotal	<b>\$91,638.00</b>	<b>\$91,969.00</b>
318-0832-463-4120	FRINGE BENEFITS	\$27,428.00	\$27,625.00
	Subtotal	<b>\$27,428.00</b>	<b>\$27,625.00</b>
	<b>Employee Services Total</b>	<b>\$119,066.00</b>	<b>\$119,594.00</b>
<b><i>Services and Supplies</i></b>		Approved 2008-2009	Requested 2009-2010
318-0832-463-4241	COPY EXPENSE	\$1,600.00	\$1,600.00
	Subtotal	<b>\$1,600.00</b>	<b>\$1,600.00</b>
318-0832-463-4242	POSTAGE EXPENSE	\$800.00	\$800.00
	Subtotal	<b>\$800.00</b>	<b>\$800.00</b>
318-0832-463-4243	GENERAL OFFICE SUPPLIES	\$800.00	\$800.00
	Subtotal	<b>\$800.00</b>	<b>\$800.00</b>
318-0832-463-4251	AUDIT FEES	\$1,465.00	\$1,400.00
318-0832-463-4251	FINANCIAL CONSULTANT FEES	\$14,400.00	\$14,400.00
318-0832-463-4251	REDEVELOPMENT ATTORNEY FEES - GENERAL ADVICE	\$30,000.00	\$30,000.00
	Subtotal	<b>\$45,865.00</b>	<b>\$45,800.00</b>
318-0832-463-4254	TRAVEL, CONFERENCE, MEETINGS	\$500.00	\$500.00
	Subtotal	<b>\$500.00</b>	<b>\$500.00</b>
318-0832-463-4265	AFFORDABLE HOUSING SUBSIDY	\$184,000.00	\$186,000.00
318-0832-463-4265	DEVELOPER GRANT PAYMENT	\$109,794.00	\$109,794.00
318-0832-463-4265	UTILITY SUBSIDY	\$41,000.00	\$42,000.00

Subtotal	\$334,794.00	\$337,794.00
<b>Services and Supplies Total</b>	<b>\$384,359.00</b>	<b>\$387,294.00</b>
<b>HOUSING Total</b>	<b>\$503,425.00</b>	<b>\$506,888.00</b>

**DEPARTMENT SUMMARY BY DIVISION**  
**Foster City Community Development Agency**  
COMMUNITY DEVELOPMENT  
HILLSDALE / GULL PROJECT AREA - GENERAL FUND (#319)  
Annual Budget Appropriation for Fiscal Year

	2008-2009		2009-2010
	APPROVED	REVISED	REQUESTED
EMPLOYEES SERVICES	\$ 31,066	\$ 31,066	\$ 31,198
SERVICES AND SUPPLIES	59,465	59,465	61,400
CAPITAL OUTLAY	-	-	-
Subtotal (Total Department-Controlled Expenses)	90,531	90,531	92,598
INTERNAL SERVICES	-	-	-
Subtotal (Total Department Expenses before Reallocations)	90,531	90,531	92,598
REALLOCATIONS	-	-	-
<b>TOTAL FOR HILLSDALE / GULL PROJECT AREA - GENERAL FUND (#319)</b>	<b>\$ 90,531</b>	<b>\$ 90,531</b>	<b>\$ 92,598</b>

## DETAIL LINE ITEM REPORT

COMMUNITY DEVELOPMENT - COMMUNITY DEVELOPMENT  
0831-463

Account: 319-

HILLSDALE/GULL  
GENERAL

<b><i>Employee Services</i></b>		Approved 2008-2009	Requested 2009-2010
319-0831-463-4110	PERMANENT SALARIES	\$22,909.00	\$22,992.00
Subtotal		<b>\$22,909.00</b>	<b>\$22,992.00</b>
319-0831-463-4115	COUNCIL/DIRECTOR & COMM FEES	\$1,300.00	\$1,300.00
Subtotal		<b>\$1,300.00</b>	<b>\$1,300.00</b>
319-0831-463-4120	FRINGE BENEFITS	\$6,857.00	\$6,906.00
Subtotal		<b>\$6,857.00</b>	<b>\$6,906.00</b>
<b>Employee Services Total</b>		<b>\$31,066.00</b>	<b>\$31,198.00</b>
<b><i>Services and Supplies</i></b>		Approved 2008-2009	Requested 2009-2010
319-0831-463-4251	AB1290 TAX SHARING PAYMENT	\$53,000.00	\$54,000.00
319-0831-463-4251	AUDIT FEE	\$1,465.00	\$1,400.00
319-0831-463-4251	COUNTY PROPERTY TAX ADMINISTRATION FEE	\$5,000.00	\$6,000.00
Subtotal		<b>\$59,465.00</b>	<b>\$61,400.00</b>
<b>Services and Supplies Total</b>		<b>\$59,465.00</b>	<b>\$61,400.00</b>
<b>COMMUNITY DEVELOPMENT Total</b>		<b>\$90,531.00</b>	<b>\$92,598.00</b>

**DEPARTMENT SUMMARY BY DIVISION**  
**Foster City Community Development Agency**  
COMMUNITY DEVELOPMENT  
HILLSDALE / GULL PROJECT AREA - HOUSING FUND (#320)  
Annual Budget Appropriation for Fiscal Year

	2008-2009		2009-2010
	APPROVED	REVISED	REQUESTED
EMPLOYEES SERVICES	\$ 119,066	\$ 119,066	\$ 119,594
SERVICES AND SUPPLIES	287,624	287,624	287,559
CAPITAL OUTLAY	-	-	-
Subtotal (Total Department-Controlled Expenses)	406,690	406,690	407,153
INTERNAL SERVICES	-	-	-
Subtotal (Total Department Expenses before Reallocations)	406,690	406,690	407,153
REALLOCATIONS	-	-	-
<b>TOTAL FOR HILLSDALE / GULL PROJECT AREA - HOUSING FUND (#320)</b>	<b>\$ 406,690</b>	<b>\$ 406,690</b>	<b>\$ 407,153</b>

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## DETAIL LINE ITEM REPORT

COMMUNITY DEVELOPMENT - HOUSING

Account: 320-0832-463

HILLSDALE/GULL HOUSING

<b><i>Employee Services</i></b>		Approved 2008-2009	Requested 2009-2010
320-0832-463-4110	PERMANENT SALARIES	\$91,638.00	\$91,969.00
	Subtotal	<b>\$91,638.00</b>	<b>\$91,969.00</b>
320-0832-463-4120	FRINGE BENEFITS	\$27,428.00	\$27,625.00
	Subtotal	<b>\$27,428.00</b>	<b>\$27,625.00</b>
	<b>Employee Services Total</b>	<b>\$119,066.00</b>	<b>\$119,594.00</b>
<b><i>Services and Supplies</i></b>		Approved 2008-2009	Requested 2009-2010
320-0832-463-4241	COPY EXPENSE	\$2,000.00	\$2,000.00
	Subtotal	<b>\$2,000.00</b>	<b>\$2,000.00</b>
320-0832-463-4242	POSTAGE EXPENSE	\$1,000.00	\$1,000.00
	Subtotal	<b>\$1,000.00</b>	<b>\$1,000.00</b>
320-0832-463-4243	GENERAL OFFICE SUPPLIES	\$1,000.00	\$1,000.00
	Subtotal	<b>\$1,000.00</b>	<b>\$1,000.00</b>
320-0832-463-4251	AUDIT FEES	\$1,465.00	\$1,400.00
320-0832-463-4251	FINANCIAL CONSULTANT FEES	\$18,000.00	\$18,000.00
320-0832-463-4251	REDEVELOPMENT ATTORNEY FEES - GENERAL ADVICE	\$30,000.00	\$30,000.00
	Subtotal	<b>\$49,465.00</b>	<b>\$49,400.00</b>
320-0832-463-4254	TRAVEL, CONFERENCE, MEETINGS	\$500.00	\$500.00
	Subtotal	<b>\$500.00</b>	<b>\$500.00</b>
320-0832-463-4265	DEVELOPER GRANT PAYMENT	\$233,659.00	\$233,659.00
	Subtotal	<b>\$233,659.00</b>	<b>\$233,659.00</b>
	<b>Services and Supplies Total</b>	<b>\$287,624.00</b>	<b>\$287,559.00</b>

**HOUSING Total**

**\$406,690.00**

**\$407,153.00**