DEPARTMENT OF COMMUNITY DEVELOPMENT & SUSTAINABILITY

STATEMENT OF PURPOSE

The Department of Community Development & Sustainability is responsible for a wide range of functions related to community change evolution, enhancement and preservation. Areas of responsibility include planning and zoning, building inspection and plan check services and economic development. Specific task areas include current and advanced planning, zoning administration, environmental impact studies, management of historic structures, code compliance, resale inspections, business recruitment, retention and expansion, downtown redevelopment and public information. In the recent reorganization, the Department has acquired sustainability management, agricultural conservation, transportation/mobility planning, parks and facility planning and city property acquisition and management. The Department strives to provide vision and leadership within the context of innovative, high quality, equitable and efficient services which encompass and reflects community values.

ADMINISTRATION - DIVISION 31

Develop, implement and monitor departmental policies and procedures to ensure effective, efficient use of city resources. Coordinate and administer activities in the planning, economic development, code enforcement, housing, building and redevelopment programs.

- Budget Management
- Customer Service
- Special Projects/ Studies
- Redevelopment Support
- City Council Project Coordination
- Interdepartmental /Governmental Projects / Relations
- Department Supervision / Personnel Management
- Staff to City-UCD Student Liaison Commission
- Neighborhood Services, Public Education & Outreach

DIVISION 32
CURRENT PLANNING

Develop and implement planning and zoning services for the evolution of a livable and sustainable community.

- Public Information
- Current Planning Projects
- Community Planning
- Historic Resources Management
- Administer CEQA, Other City/State Codes/Regulations
- Staff to Planning Commission & Historic Resources Management Commission

ECONOMIC DEVELOPMENT

Develop and implement effective strategies for the development of a healthy and sustainable economy.

- Economic Development strategies and policies
- Business Attraction
- Business Retention
- Ombudsman to Business Community
- Liaison to Davis Downtown Business Association and Chamber of Commerce
- Customer Service Improvements
- Staff to Business & Economic Development Commission
- Redevelopment projects

LONG RANGE & TRANSPORTATION PLANNING

The Long Range and Transportation Planning Division is responsible for coordinating and developing the comprehensive long term visions and policies for a livable and sustainable community as well as development and implementation of transportation plans for vehicle, bicycle, and pedestrian networks.

Long Range Planning:

- General Plan Preparation and Implementation
- Seek Grant Funding for Community Planning and General Plan Update Efforts
- Evaluate Long Term Community Needs for Aging Population

Transportation Planning:

- Manage the City's Bicycle and Pedestrian Safety Program.
- Maintain and update the Mobility Element of the General Plan.
- Develop an action-oriented Mobility Plan addressing multi-modal improvements in existing and new development areas.
- Develop a Complete Streets policy
- Develop a Sustainable Transportation policy, if not part of Mobility Plan above.
- Maintain the Bicycle Plan and Bikeways Plan.
- Prepare corridor plans.
- Seek grant funding for transportation planning efforts

SUSTAINABILITY& OPEN SPACE CONSERVATION

The Sustainability and Open Space Conservation division improves the quality of life of Davis' residents by overseeing the city's efforts in reducing community greenhouse gas emissions and protecting open space and farmland.

- Sustainability Implementation and Management
- Implementation of the Davis Climate Action and Adaptation Plan
- Farmland Conservation
- Open Space and Habitat Commission

PROPERTY ACQUISITION & MANAGEMENT

The Property Planning and Management Division is responsible for the planning and development of parks and facilities and the acquisition and management of property, including fee titles, easements and leases. The division oversees 22 facility leases, 11 cell tower leases, multiple access agreements, Sport Park EIR and Parks Master Plan.

- Property Acquisition and Management
- Park & Facility Planning and Development

BUILDING - DIVISION 33

Ensure that all new construction and improvements to city or privately owned property conform to requirements of state and city codes including disabled access requirements and energy and water conservation. Promote preservation and conservation of existing housing stock and energy through the Resale program and the Code Enforcement program.

- Public Information
- Permit Processing / Inspections / Issuance
- Plan Checking
- Resale Program
- Code Enforcement
- Enforce City/State Codes and Regulations
- Sustainability and Green Building Initiatives

COMMUNITY DEVELOPMENT DEPARTMENT

Revenues by Fund

Source of Funds	07-08 Actual	08-09 Actual	09-10 Budget	10-11 Budget
General Fund Support	1,199,088	1,158,411	1,071,406	937,485
Construction Tax	125,362	99,120	122,048	54,901
Development Impact Fees	61,745	50,026	60,113	53,631
General Fund Fees & Charges	593,055	594,372	531,601	481,734
General Fund Grants/Designated Revenue	70,047	12,104	8,000	36,800
RDA Funds	136,724	220,206	125,636	116,990
Special Revenue Funds	1,770,385	1,619,619	1,564,319	1,519,556
Trust/Agency Funds	6,818	15,003	0	0
Total Revenues	**3,963,224**	**3,768,861**	**3,483,123**	**3,201,097**

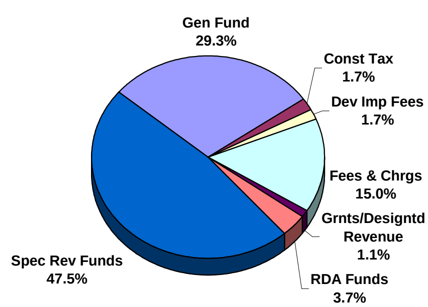
Expenses by Division

Division	07-08 Actual	08-09 Actual	09-10 Budget	10-11 Budget
Administration	402,811	332,836	361,419	302,576
Planning Division	1,822,942	1,833,794	1,598,616	1,529,790
Building Division	1,737,471	1,602,231	1,523,088	1,368,731
Total Expenditures	**3,963,224**	**3,768,861**	**3,483,123**	**3,201,097**

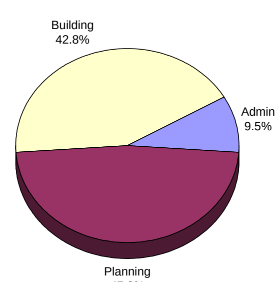
Expenses by Category

Expenditures	07-08 Actual	08-09 Actual	09-10 Budget	10-11 Budget
Capital Expenditures	14,986	0	0	0
Operating Expenditures	1,042,733	815,683	777,134	709,713
Salaries and Benefits	2,905,505	2,953,178	2,705,989	2,491,384
Total Expenditures	**3,963,224**	**3,768,861**	**3,483,123**	**3,201,097**

**Source of Funds for
2010-11 Budget**

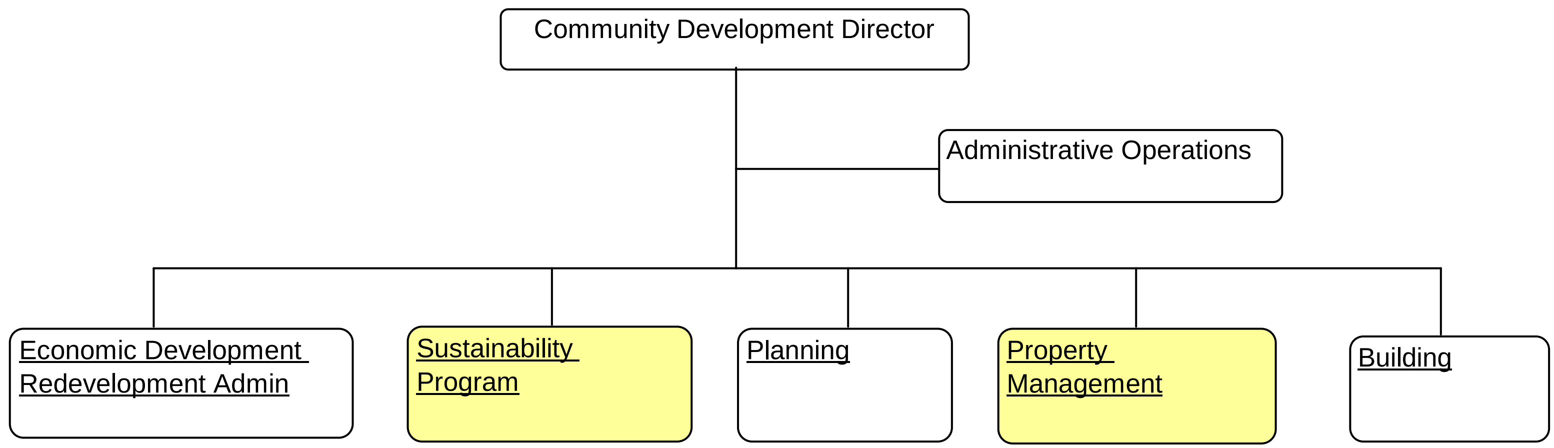


Expenses by Division



	EXPENDITURES BY CATEGORY						FUNDING SOURCES				
Department/Program	Salaries & Benefits w ot	Salaries & Benefits	Overtime	Professional Services	Other Expenses	Program Total	General Fund	General Fund Fees & Charges	General Fund Grants/ Designated Revenue	Total General Fund Support	Other Funds
DEPT OF COMMUNITY DEVELOPMENT & SUSTAINABILITY											
3101 - General Administration	84,553	84,553	0	2,000	172,503	259,056	81,871	0	5,000	86,871	172,185
3115 - Neighborhood Services	31,468	31,468	0	750	11,302	43,520	41,720	0	1,800	43,520	0
3201 - Planning Division Administration	204,316	204,316	0	0	51,393	255,709	255,579	130	0	255,709	0
3205 - Sustainability Management	119,542	119,542	0	0	6,096	125,638	125,638	0	0	125,638	0
3211 - Public Information	170,964	170,964	0	0	4,809	175,773	138,253	0	0	138,253	37,520
3513 - Agriculture Conservation	0	0	0	20,000	1,048	21,048	0	0	0	0	21,048
3214 - Park & Facility Planning/Development	77,892	77,892	0	6,250	8,650	92,792	92,792	0	0	92,792	0
3216 - Property Acquisition & Management	76,765	76,765	0	8,500	33,571	118,836	118,836	0	0	118,836	0
3222 - Current Planning-Private	321,524	320,446	1,078	41,000	21,808	384,332	(59,418)	443,750	0	384,332	0
3228 - Community Planning	91,476	91,476	0	10,000	1,457	102,933	41,933	31,000	30,000	102,933	0
3242 - Historical Resources Mgmt	44,876	44,876	0	3,010	8,591	56,477	56,477	0	0	56,477	0
3251 - Bicycle/Pedestrian Transportation	109,650	109,650	0	0	0	109,650	0	0	0	0	109,650
3282 - General Plan Update	60,739	60,739	0	0	6,806	67,545	0	0	0	0	67,545
3297 - Zoning Ordinance Update	13,161	13,161	0	5,000	896	19,057	0	0	0	0	19,057
3301 - Building Inspection Div Admin	288,914	283,914	5,000	100	171,853	460,867	0	0	0	0	460,867
3311 - Public Information	194,061	194,061	0	0	2,149	196,210	0	0	0	0	196,210
3315 - Plan Check-Residential- New	27,908	27,908	0	0	258	28,166	0	0	0	0	28,166
3320 - Plan Check-Residential- Remodel	37,617	37,617	0	0	361	37,978	0	0	0	0	37,978
3322 - Plan Check - Apartments	3,814	3,814	0	0	30	3,844	0	0	0	0	3,844
3325 - Plan Check-Comm/Ind - New	52,826	52,826	0	75,000	411	128,237	0	0	0	0	128,237
3330 - Plan Check-Comm/Ind - Remodel	77,853	77,853	0	2,000	605	80,458	0	0	0	0	80,458
3350 - Bldg Insp--Residential - New	56,773	56,773	0	0	2,801	59,574	0	0	0	0	59,574
3352 - Bldg Insp-Residential - Remodel	69,049	69,049	0	0	3,018	72,067	0	0	0	0	72,067
3353 - Building Inspection - Apartments	4,956	4,956	0	0	39	4,995	0	0	0	0	4,995
3354 - Bldg Insp-Commercial/Industrial - New	36,803	36,803	0	0	2,543	39,346	0	0	0	0	39,346
3356 - Bldg Insp-Comm/Ind - Remodel	15,107	15,107	0	0	2,391	17,498	0	0	0	0	17,498
3358 - Residential Housing Resale Inspection	107,979	107,979	0	0	5,638	113,617	0	0	0	0	113,617
3360 - Code Enforcement	110,798	110,798	0	5,000	10,076	125,874	50,658	0	0	50,658	75,216
TOTAL COMMUNITY DEVELOPMENT	**2,491,384**	**2,485,306**	**6,078**	**178,610**	**531,103**	**3,201,097**	**944,339**	**474,880**	**36,800**	**1,456,019**	**1,745,078**

DEPARTMENT OF COMMUNITY DEVELOPMENT & SUSTAINABILITY



Regular Full Time	25.00
Regular Part Time	0.50
Temporary Part Time	0.57
Total FTE's	26.07

Sustainability Program from Parks & General Services
Property Management from Parks & General Services
Bicycle / Pedestrian Coordinator from Parks & General Services *

Department of Community Development & Sustainability

Position	FTE 08/09	FTE 09/10	FTE 10/11
ADMINISTRATIVE ANALYST II	1.00	1.00	1.00
ASSISTANT CHIEF BLDG OFFICIAL	1.00	1.00	1.00
ASSISTANT PLANNER I	1.00	0.00	0.00
ASSISTANT PLANNER II	1.00	1.00	1.00
BICYCLE/PEDESTRIAN COORDINATOR	1.00	1.00	1.00
BUILDING INSPECTOR II	3.00	3.00	2.00
BUILDING/PLANNING TECH I	1.00	1.00	0.00
BUILDING/PLANNING TECH II	3.00	2.00	2.00
CHIEF BUILDING OFFICIAL	1.00	1.00	1.00
CODE COMPLIANCE OFFICER	1.00	1.00	1.00
COMMUNITY DEVELOPMENT ADMINISTRATOR	0.00	0.00	1.00
COMMUNITY DEVELOPMENT DIRECTOR	1.00	1.00	1.00
ECONOMIC DEVELOPMENT COORDIN	1.00	1.00	1.00
OFFICE ASSISTANT II	2.00	2.00	2.00
PLANNER	4.00	4.00	4.00
PRINCIPAL PLANNER	2.00	2.00	2.00
PROPERTY MANAGEMENT COORD	1.00	1.00	1.00
RESIDENTIAL RESALE INSP II	1.00	1.00	0.00
SECRETARY - CONF	1.00	0.00	0.00
SENIOR BUILDING INSPECTOR	1.00	1.00	1.00
SENIOR OFFICE ASSISTANT - CONF	1.00	1.00	0.00
SENIOR PLANS EXAMINER	1.00	1.00	1.00
SUSTAINABILITY PROG COORD	1.00	1.00	1.00
Total Regular Full-Time FTE's	**31.00**	**28.00**	**25.00**
SENIOR OFFICE ASSISTANT - 50%	0.00	0.00	0.50
Total Regular Part Time FTE's	**0.00**	**0.00**	**0.50**
PLANNING INTERN	0.57	0.57	0.57
Total Temporary Part-Time FTE's	**0.57**	**0.57**	**0.57**
Total Community Development Department	**31.57**	**28.57**	**26.07**

ADMINISTRATION – DIVISION 31

Major Accomplishments in FY 2009- 10

- Continued to update, monitor and implement citywide and department goals, policies and objectives
- Trained employees to provide competent advice to citizens, city council and other city staff
- Managed Department in a fiscally prudent manner
- Provided primary administrative support for the Davis Redevelopment Agency
- Organized the 2009 Davis Neighbors' Night Out. The City had 143 neighborhood events.
- Coordinated City responses on various UCD matters, including the new West Village project
- Provided support to 17 neighborhood associations
- Continued to work with other city departments on improving public involvement in city decision-making
- Provided professional & technical support to other divisions in the department

Plans / Goals for FY 2010 - 11

- Continue to respond to rental issues
- Maintain quality control of department work products
- Continue to provide comprehensive, fair, efficient and timely planning and building services, while ensuring that development conforms to the goals, objectives and values of the citizens of Davis, as reflected in the city's General Plan, Specific Plans and other policies
- Prepare, administer, & monitor the department's budget
- Function as lead on major projects requiring negotiation with developers, contractors, property owners, neighborhoods and interest groups
- Plan, organize and direct the activities of the department's divisions. Coordinate departmental activities with other departments, agencies and outside organizations
- Continue to work on various UCD matters, including UC Davis LRDP Update and West Village
- Act as staff to the Davis Redevelopment Agency, administering various programs including commercial rehabilitation, downtown improvements and affordable housing
- Ensure that the public, including members of commission/ committees, receive competent advice, information and services from employees
- Provide support to various related council initiatives
- Continue to act as staff representative or liaison to various citywide and external committees
- Continue to expand use of technology and automation to enhance overall department efficiency
- Improve communications between department divisions and City departments in development review matters
- Continue assistance, support & development of Neighborhood Associations

DIVISION
SUMMARY

No. 31

ADMINISTRATION DIVISION

Revenues by Fund

Source of Funds	**07-08 Actual**	**08-09 Actual**	**09-10 Budget**	**10-11 Budget**
General Fund Support	192,726	117,894	163,385	123,591
General Fund Grants/Designated Revenue	7,374	7,794	8,000	6,800
RDA Funds	93,558	95,605	87,708	79,470
Special Revenue Funds	109,153	111,543	102,326	92,715
Total Revenues	**402,811**	**332,836**	**361,419**	**302,576**

Expenses by Category

Expenditures	**07-08 Actual**	**08-09 Actual**	**09-10 Budget**	**10-11 Budget**
Operating Expenditures	199,275	162,842	183,052	186,555
Salaries and Benefits	203,536	169,994	178,367	116,021
Total Expenditures	**402,811**	**332,836**	**361,419**	**302,576**

SUMMARY OF MAJOR BUDGET CHANGES

There are no major budget changes.

PLANNING – DIVISION 32

Major Accomplishments in FY 2009- 10

Planning

- Completed processing Target applications and issued building permits
- Completed a design charette process for the Simmons property on E. Eighth Street, using civic engagement funds from the Sacramento Area Council of Governments (SACOG)
- Competed work with the General Plan / Housing Element Steering Committee, to develop a Housing Element for submittal to the State and recommendations on how the one percent growth should be implemented and concluding with a resolution adopted by City Council
- Submitted General Plan annual report to the State
- Contributed to the Climate Action Team process including analysis of actions
- Continued to monitor regional projects such as the County's General Plan update and Yolo County LAFCO's update to the Sphere of Influence
- Processed applications for the new 70,000 square foot DTL headquarters, the Davis Tech Park, New Harmony Apartments and the Novozymes Expansion project
- Continued to staff the Planning Commission and completed a review of the Green Building Ordinance
- Completed development of Citywide Sign Guidelines and streamlining review process
- Initiated community engagement for Fifth Street Corridor in conjunction with Public Works
- Completed non-residential viability study and planning process for the Lewis property

Economic Development

- Continued regular outreach and communications with auto dealers
- Staffed the Business & Economic Development Commission.
- Supported annual Best Business Award process
- Functioned as Liaison to the Davis Downtown Business Association's (DDBA) Board and Parking, Marketing and Promotions, and Visioning and Community Relations subcommittees
- Collaborated on preparation of Yolo County Comprehensive Economic Development Strategy (CEDS) with other county jurisdictions
- Assisted in establishment of new grocery store at Westlake Shopping Center
- Continued to work proactively to continue the rehabilitation and leasing of Davis Manor Center
- Initiated process for 3rd Street Improvements between A and B Streets identified in B Street Visioning Process
- Supported collaborative effort of City, DDBA, Unitrans, and UC Davis to implement and evaluate trial City / UCD Downtown shuttle service
- Assisted businesses looking to relocate or expand in Davis

- Updated City commercial and industrial database, and other economic trend data in development of new set of community "economic indicators"
- Actively participated in regional economic organizations and initives, Sacramento Area Regional Technology Alliance (SARTA), Valley Vision's Green Capital Alliance, Sacramento Area Trade and Commerce Organization (SACTO), TechCoire,
- Co-sponsored SARTA regional MedStart and CleanStart events promoting Davis as a business location, conducting outreach to prospective businesses, entrepreneurs and investors.
- Collaborated with UC Davis, BEDC, DDBA and Chamber of Commerce to co-host celebrate UC Davis Centennial, including establishment of new Bicycle Museum, new City banners and signage and other Downtown enhancement efforts
- Continued efforts to identify Davis as a destination for visitors and bicycle enthusiasts including:
- Opened new Bicycle Museum to coincide with the UC Davis Centennial events and AMGEN bicycle race
- Hosted Induction Ceremony for U.S. Bicycle Hall of Fame
- Hosted start of AMGEN bicycle race, drawing international media coverage and substantial number of visitors

LONG RANGE / TRANSPORTATION PLANNING

- Housing Element adopted by City Council (May 25, 2010)
- Annual residential development status report to City Council (4/10)
- General Plan annual report to State
- Senior housing strategies report to Council (December 2009)
- Fifth Street Corridor project: Received approval of a grant for $836,000, conducted community outreach, developed a project design, and developed metrics for measuring success
- Submitted grant for Third Street improvements between A and B Streets (grant approved August 2010)
- Staffed Bicycle Advisory Commission
- Staged Bike Month activities (May 2010)
- Supported Bicycle Hall of Fame
- Conducted Bicycle Rodeos at elementary schools
- Continued to install bicycle parking in the downtown & railroad depot
- Obtained funding to convert bicycle paths from asphalt to concrete
- Developed a purpose and responsibilities statement for a new Land Use and Transportation Planning division within the CDS Department
- Drafted an outline for mobility planning, including General Plan Mobility Element update and the creation of a Mobility Plan

SUSTAINABILITY / OPEN SPACE MANAGEMENT

- Manage and implement CAAP Year 1 Workplan
- Develop Year 2-5 CAAP Workplan
- Support for Habitat Conservation Plan
- Conservation Easement Acquisitions
- Manage public information on community's Sustainability programs/projects

PROPERTY MANAGEMENT / PARKS PLANNING

- Complete/Implement Parks and Facilities Masterplan
- Update the Greenbelt Standards for Infill development
- Complete Sports Park EIR and request Council direction on how to proceed

- Central Park Improvement Plans and Funding Strategy
- Manage City/Agency leases (22 including Amtrak, Bistro 33, Varsity, Explorit, Municipal golf course, USBHOF, Farmers Market, DDBA, and YCVB)
- Manage 11 cell tower leases some with multiple subleases
- Assist in any land acquisition associated with surface water supply project

Plans / Goals for FY 2010 – 11

Current Planning

- Obtain certification of Draft Housing Element from the State Housing and Community Development Department (HCD)
- Initiate an update of the General Plan
- Submit General Plan Annual Report to the State
- Provide Council with a development monitoring/status report
- Explore new methods and processes that more fully involve citizen groups in the planning process
- Process applications for downtown and B Street projects, continued commercial and office projects on 5th and 2nd Street, in Mace Ranch and South Davis
- Complete processing applications for Chiles Ranch, Willowbank subdivision, Aikens Townhomes, and the Park, Vaughan, Fleming office building.
- Participate in the City's Sustainability Working Group process to develop sustainable practices for the city
- Continue to monitor the Yolo County General Plan update
- Streamline development review practices and complete and implement the Citywide Sign Design Guidelines
- Complete community outreach and recommendations for Fifth Street Corridor

Economic Development

- Partner with the business community to create a common vision for economic development in Davis, with action steps and timelines for delivery
- Publish an assessment of Davis' economic health and prosperity to be used to monitor successes and needs for improvement
- Update and streamline zoning for office and light industrial lands

Long Range / Transportation Planning

- Development Status Report
- General Plan Annual Report
- Implement Houing Element action items
- Analyze initial feasibility/owner interest for development of DJUSD headquarters, PG&E, and Nishi
- Support mobility related sustainability initiatives in the Climate Action Plan
- Develop Sustainable Transportation Policy including citywide Mobility Plan
- Address Safe Routes-to-School
- Implement Bike Master plan and priority bikeway improvement project
- Complete Bike Parking Ordinance
- Initiate Citywide Pedestrian Plan
- Implement Downtown Transportation and Parking Workplan
- 3rd Street Bike/Pedestrian Improvements (A to B Streets)

- Richards/Olive Dr/Depot Parking and Access Plan
- Pursue Grant funding for capital projects and programs
- Support PW on water demand analysis
- Provide Tours / Information to Public
- Data collection/analysis-Travel patterns
- Develop Greenbelt standards for Infill Development
- Review Development Applications
- Coordinate with local and regional partners (DavisBicycles!, DDBA, DJUSD, UCD, Unitrans, ITS, TMA, YCTD, SACOG,…)
- Zoning ordinance updates
- Policy/ordinance review (e.g.: landscape water conservation ordinance, stormwater ordinance, sewer ordinance, marijuana ordinance), senior housing
- Historic Resources Management
- General Plan Amendments (e.g.: Housing Element Update)
- CEQA/NEPA review/assistance for city projects (ex: 5th Street corridor, various CIP's, sports complex, CDBG, various grants)
- Climate Action Plan (various efforts, public forums)
- Development Status Report
- General Plan Annual Report
- Zoning ordinance updates
- Policy/ordinance review (e.g.: landscape water conservation ordinance, stormwater ordinance, sewer ordinance, marijuana ordinance), senior housing
- Historic Resources Management

SUSTAINABILITY / OPEN SPACE MANAGEMENT

Sustainability:

- Implement Climate Action and Adaptation Plan year one work plan

Open Space

- Complete 3 easement transactions

PROPERTY MANAGEMENT / PARKS PLANNING

- Complete Parks and Facilities Master Plan and begin incorporating projects into the CIP process.
- Complete greenbelt standards for infill development guidelines
- Complete Sports Park EIR
- Begin implementation of Central Park Master Plan update
- Continue to support all city departments on real estate activities

PLANNING DIVISION

Revenues by Fund

Source of Funds	07-08 Actual	08-09 Actual	09-10 Budget	10-11 Budget
General Fund Support	919,823	936,361	826,926	763,236
Construction Tax	125,362	99,120	122,048	54,901
Development Impact Fees	61,745	50,026	60,113	53,631
General Fund Fees & Charges	593,055	594,372	531,601	481,734
General Fund Grants/Designated Revenue	62,673	4,310	0	30,000
RDA Funds	43,166	124,601	37,928	37,520
Special Revenue Funds	10,300	10,001	20,000	108,768
Trust/Agency Funds	6,818	15,003	0	0
Total Revenues	**1,822,942**	**1,833,794**	**1,598,616**	**1,529,790**

Expenses by Category

Expenditures	07-08 Actual	08-09 Actual	09-10 Budget	10-11 Budget
Capital Expenditures	14,986	0	0	0
Operating Expenditures	360,967	278,724	295,838	238,885
Salaries and Benefits	1,446,989	1,555,070	1,302,778	1,290,905
Total Expenditures	**1,822,942**	**1,833,794**	**1,598,616**	**1,529,790**

BUILDING – DIVISION 33

Major Accomplishments in FY 2009- 10

- All permit inspection staff were certified as Green Building Professionals
- Adopted and began implementation of the Green Building Ordinance. Our Green Building Ordinance is one of only a few in the state that is mandatory and only one other addresses residential remodels
- Reduced our inspection fleet by two vehicles and traded another in for a Prius Hybrid
- Established the criteria and implementation strategies to expand Code Enforcement to a pro-active program.
  The goal is to identify and actively pursue cases of visual blight throughout all neighborhoods within the City before they are reported by our citizens
- Trained Plans Examiner, Counter Techs, and Field Inspectors on the details of the Construction & Demolition Ordinance. The inspectors are responsible for understanding and monitoring the final Construction and Demolition Debris Diversion Plan
- Perform plan check services on all building permits
- Perform commercial/residential building inspections citywide
- Develop cross-training inspection program
- Continue to Improve Resale program
- Perform Code Enforcement on visual blight/health and safety cases
- Business Outreach/Education on ADA Requirements
- Verify compliance with city/state green building codes
- Explore ways to integrate green building principals into existing housing stock

Plans / Goals for FY 2010 - 11

- More closely integrate Code Compliance Citation process with the Finance Departments billing program to improve and streamline collection of fines and recording of liens
- Revisit, review and analyze the Green Building program to identify what worked and did not work well during the second year of enforcement. Make modifications, as necessary, to improve compliance, ease of use and consistency of enforcement. Continue training of the field inspection staff in the intricacies of the program so that they may become a resource for our customers
- Adopt by ordinance the 2010 California Building Codes
- Combine the positions of Resale Inspector and Code Enforcement Officer to enhance our ability to respond to customer needs and the flexibility to address staff absences.
- Certify an additional staff member as a CASp (Certified Access Specialist) Provide required training equivalent to the states requirement for inspection staff without the use of any city funds

BUILDING INSPECTION DIVISION

Revenues by Fund

Source of Funds	07-08 Actual	08-09 Actual	09-10 Budget	10-11 Budget
General Fund Support	86,539	104,156	81,095	50,658
Special Revenue Funds	1,650,932	1,498,075	1,441,993	1,318,073
Total Revenues	**1,737,471**	**1,602,231**	**1,523,088**	**1,368,731**

Expenses by Category

Expenditures	07-08 Actual	08-09 Actual	09-10 Budget	10-11 Budget
Operating Expenditures	482,491	374,117	298,244	284,273
Salaries and Benefits	1,254,980	1,228,114	1,224,844	1,084,458
Total Expenditures	**1,737,471**	**1,602,231**	**1,523,088**	**1,368,731**

SUMMARY OF MAJOR BUDGET CHANGES

There are no major budget changes.