City of Redlands
2006-2007
Adopted Budget

Community Development

Mission Statement:

To provide quality service to our customers through professionalism, integrity and efficient use of resources. The Department shall respond to the changing needs of the community by promoting and implementing policies, goals, procedures and actions which address community issues. The Department shall endeavor to enhance and protect the urban and natural environment of the City of Redlands ensuring that the city remains an ideal place in which to live and work.

Department Goals:

- Provide for the short and long term planning of development within the City consistent with the policies and goals established in the General Plan and by the City Council.
- Provide professional, accurate, timely and courteous service to the public.
- Provide for managed development that will preserve, enhance, and maintain the special quality of life valued by this community.
- Allow for development within the City of Redlands which occurs in a way that promotes the social and economic well-being of the entire community.
- Provide a high standard of technical expertise for department staff through regular training and awareness of new legislation, innovative construction techniques, and architectural/planning design techniques.
- Provide a continuing review, update and implementation of the City’s General Plan, Specific Plans and zoning ordinances in response to the changing needs of the community.
City of Redlands  
2006-2007  
Adopted Budget  
REVENUE DETAIL  

<table>
<thead>
<tr>
<th>COMMUNITY DEVELOPMENT</th>
<th>2004-05 ACTUAL (AUDITED)</th>
<th>2005-06 ADJUSTED BUDGET</th>
<th>2005-06 12 MONTH ESTIMATED</th>
<th>2006-07 COUNCIL ADOPTED</th>
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ADOPTED BUDGET 06-07
City of Redlands  
2006-2007  
Adopted Budget  

REVENUE DETAIL  

<table>
<thead>
<tr>
<th></th>
<th>2004-05 (AUDITED)</th>
<th>2005-06 ADJUSTED BUDGET</th>
<th>2005-06 12 MONTH ESTIMATED</th>
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<tbody>
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<td><strong>COMMUNITY DEVELOPMENT (CONT)</strong></td>
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City of Redlands
2006-2007
Adopted Budget

Community Development
Building and Safety Division

Program Description:

This program has a total of six and one-half budgeted positions performing the functions of administration and enforcement of the various uniform codes and city's ordinances to provide minimum standards to safeguard life or limb, health, property and public welfare by regulation and controlling the design, construction, quality of materials, uses and occupancy, location and maintenance of all building and structures within the community of Redlands. This would include plan review, on-site inspections, code enforcement, maintenance and updates of permanent records, coordination with other City departments, and maintain quality public service.

Program Objectives:

- Maintain and promote excellent customer service standards at the counter and in the field.
- Perform effective and efficient plan review for approximately 400 plans in a timely manner for compliance with building, electrical, plumbing, mechanical, energy, and accessibility codes.
- Perform more than 17,000 inspections of all aspects of constructions and components that become a part of the structure within a twenty-four-hour period.
- Respond to approximately 20,000 telephone and public counter contacts for customer assistance.
- Able to issue over 3,000 permits of various types ranging from a simple patio cover to over a million square foot warehouse/distribution building.
- Review, update, and implement Assembly Bill 717, continuing an education requirement that applies to the Building Division.
- Continue to upgrade the department methods for reducing paper storage of commercial building plans and calculations to comply with state laws by digitizing plans.
- Continue to upgrade the department's computer software system (Permits Plus) for buildings and signs permits processing.
- Continue to evaluate various codes and ordinances in relationship to new and existing structures within the city.

Significant Program Changes:

None
City of Redlands  
2006-2007  
Adopted Budget

DEPARTMENT/DIVISION  
BUILDING & SAFETY

FUND  
GENERAL FUND

<table>
<thead>
<tr>
<th></th>
<th>2004-05 ACTUAL (AUDITED)</th>
<th>2005-06 ADJUSTED BUDGET</th>
<th>2005-06 12 MONTH ESTIMATED</th>
<th>2006-07 COUNCIL ADOPTED</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SALARIES AND BENEFITS</strong></td>
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<tr>
<td>4000 Full Time Salaries</td>
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<th>2005-06 ADJUSTED BUDGET</th>
<th>2005-06 12 MONTH ESTIMATED</th>
<th>2006-07 COUNCIL ADOPTED</th>
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City of Redlands
2006-2007
Adopted Budget

DEPARTMENT/DIVISION
BUILDING & SAFETY

<table>
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| FIXED ASSETS   |                          |                         |                            |                          |
| 7100 Motor Vehicles | 14,227                  | 19,000                  | 19,000                     | 0                        |
| TOTAL FIXED ASSETS |                         |                         |                            |                          |
|                 | 14,227                   | 19,000                  | 19,000                     | 0                        |

DIVISION TOTAL  
765,712    810,415    760,722    779,333
City of Redlands
2006-2007
Adopted Budget

Community Development
Planning Division

Program Description:

This program has a total of nine and one-half budgeted positions performing current and advanced planning functions. This includes processing of land development applications, maintenance and updates of the general plan and development code, and support to the Environmental Review Committee, Planning Commission, the Historic and Scenic Preservation Commission, as well as the Northside Visioning Committee and the Open Space Committee.

Program Objectives:

- Accept, process and prepare staff reports as necessary for approximately 450 land use applications and permits as required to satisfy the legally required procedures to allow a formal decision.
- Respond to approximately 15,000 telephone and public counter contacts for customer assistance.
- Provide staff support to the Planning Commission, the Historic and Scenic Preservation Commission, and the Environmental Review Committee, in the form of agendas, legal advertising and notices, and recording of minutes. This includes approximately twenty-two Planning Commission meetings, twelve Historic and Scenic Preservation Commission meetings, twenty-two Environmental Review Committee meetings, support additional committees as assigned such as the Northside Visioning Committee and the Open Space Committee.
- Process miscellaneous City-initiated general plan amendments and development code amendments as directed by the City Council.
- Process annexations as required for unincorporated areas to accommodate proposed and pending development.
- Check final grading, building, and landscaping plans prior to issuance of building permits to ensure compliance with code requirements and any conditions of approval.
- Perform final occupancy inspections on building projects as required to ensure compliance with conditions of approval and development code standards.
- Continue to evaluate Planning procedures for efficiency and effectiveness and implement changes as necessary to department procedures and development code regulations.
- Maintain a community education program to include: Internet web pages, newspaper articles, and speaking engagements.
- Implement Permits Plus software for improved project tracking and reporting and begin to implement for planning.

Significant Program Changes:

Initiate formal two-year General Plan and Development Code Update.
City of Redlands
2006-2007
Adopted Budget

DEPARTMENT/DIVISION
PLANNING

FUND
GENERAL FUND

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<thead>
<tr>
<th>ORGKEY</th>
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<table>
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<tbody>
<tr>
<td>4000 Full Time Salaries</td>
<td>491,845</td>
<td>564,653</td>
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<tr>
<td>4010 Overtime Salaries</td>
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<tr>
<td>4015 Banked Leave Buy Back</td>
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<tr>
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<tr>
<th>SERVICES</th>
<th>2004-05 (AUDITED)</th>
<th>2005-06 ADJUSTED BUDGET</th>
<th>2005-06 12 MONTH ESTIMATED</th>
<th>2006-07 COUNCIL ADOPTED</th>
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<td>5340 Office Equipment Maintenance</td>
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City of Redlands
2006-2007
Adopted Budget

DEPARTMENT/DIVISION
PLANNING

<table>
<thead>
<tr>
<th>FUND</th>
<th>GENERAL FUND</th>
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<tbody>
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<td></td>
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<td>SUPPLIES</td>
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ADOPTED BUDGET 06-07
City of Redlands
2006-2007
Adopted Budget

Community Development
Downtown Redlands Business Association

Program Description:

The Downtown Redlands Business Association (DRBA) is a voluntary assessment district designed to promote downtown vitality. It is overseen by an eleven-member voluntary advisory board. The board is committed to the long term preservation and prosperity of historic downtown Redlands. The primary purpose of DRBA is to cultivate working committees made up of local business members to promote and strengthen the downtown industry. The following committees have been created to increase participation and idea exchange: Ads and Promotions, Market Night, Events, Parking, and Beautification.

DRBA operates the weekly Market Night event, and also sponsors community events such as the Safe Trick-or-Treat, Holiday Open House, and Christmas Parade. Funds generated by promotional activities must, by law, be spent to benefit the district. The board has utilized funds to light trees along State Street and provide specialized police patrols during holiday shopping.

Program Objectives:

- Provide and exchange information between merchants, board members, and community leaders pertinent to the downtown Redlands business district.
- Network with other cities, downtown associations, and national associations to stay abreast of nationwide and statewide business district information.
- Preserve the integrity of historic downtown and cultivate prosperity for the businesses, as well as advocate the interest of the association members to community leaders.
- Help stimulate downtown economic redevelopment.
- Enrich the downtown area with activities such as Market Night, parades and safe trick-or-treat that are conducive to family participation.
- Promote the downtown district for enhanced streetscapes and parking facilities.

Significant Program Changes:

- Implementation of the alteration of the electrical system used for Market Night on State Street.
City of Redlands  
2006-2007  
Adopted Budget

德部门/分部
DRBA

基金
DOWNTOWN REDLANDS BUSINESS ASSOC FUND

<table>
<thead>
<tr>
<th>ORGKEY</th>
<th>2004-05</th>
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<tbody>
<tr>
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<table>
<thead>
<tr>
<th>薪资及福利</th>
<th>2005-06</th>
<th>2005-06</th>
<th>2006-07</th>
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<td>4000 全职工资</td>
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<td>4005 部分时间工资</td>
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<td>4010 超时工资</td>
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<td>4015 银行离开买回</td>
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<td>17,573</td>
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<td>4051 养老保险及医疗保险</td>
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<td>9,906</td>
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<td>4053 递延补偿</td>
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<td>354</td>
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<td>4055 健康/牙科保险</td>
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<td>4058 失业保险</td>
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<td>4081 护理津贴</td>
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<td>473</td>
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<td>4084 衣服现金支付</td>
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<td>4085 其他应税支付</td>
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<td>15</td>
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<td>总薪酬和福利</td>
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服务

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<th>2005-05</th>
<th>2006-07</th>
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<tr>
<td>5240 会议及专业发展付款</td>
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<td>5255 交通报销</td>
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<td>5270 印刷和打印</td>
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<td>5275 邮寄费用</td>
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<td>5310 电力及煤气</td>
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<td>5396 城市车库费用</td>
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<td>5570 办公设备及租金</td>
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<td>5580 通信服务 &amp; 租赁</td>
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<td>5800 订阅和会员费</td>
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ADOPTED BUDGET 06-07

211
## FUND
DOWNTOWN REDLANDS BUSINESS ASSOC FUND

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<tr>
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<tbody>
<tr>
<td></td>
<td>ACTUAL</td>
<td>ADJUSTED</td>
<td>12 MONTH</td>
<td>COUNCIL</td>
</tr>
<tr>
<td></td>
<td>(AUDITED)</td>
<td>BUDGET</td>
<td>ESTIMATED</td>
<td>ADOPTED</td>
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<td>5870 General Govt Service Charge</td>
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<td>85,500</td>
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<td>5950 Bad Debt Expense</td>
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<td>200</td>
<td>100</td>
<td>200</td>
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<td>TOTAL SERVICES</td>
<td>185,085</td>
<td>273,681</td>
<td>169,148</td>
<td>212,733</td>
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</tbody>
</table>

## SUPPLIES

| 6140 Office Supplies | 908 | 1,500 | 1,500 | 1,500 |
| 6190 Photograph, Photocopy, Duplica | 1,792 | 1,200 | 2,069 | 2,100 |
| 6375 PC Maint/Components | 0 | 0 | 0 | 1,700 |
| 6510 Small Tools & Equipment | 311 | 100 | 100 | 100 |
| 6520 Promotional Supplies | 6,279 | 8,000 | 8,000 | 8,000 |
| 6590 Special Departmental Supplies | 12,143 | 12,496 | 7,583 | 13,500 |
| TOTAL SUPPLIES | 21,433 | 23,296 | 19,252 | 26,900 |

## FIXED ASSETS

| 7100 Motor Vehicles | 0 | 16,000 | 16,000 | 0 |
| 7150 Other Betterments/Improvement | 0 | 275,000 | 50,000 | 225,000 |
| TOTAL FIXED ASSETS | 0 | 291,000 | 66,000 | 225,000 |

## FUND TOTAL
380,771 | 773,057 | 439,700 | 669,014
City of Redlands  
2006-2007  
Adopted Job Ledger Budget  

**Department**  
DRBA  

<table>
<thead>
<tr>
<th>Fund</th>
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<thead>
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<tr>
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<td>Ads &amp; Promotions</td>
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<td>Parking</td>
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<td>15006</td>
<td>Market Night</td>
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<tr>
<td>15007</td>
<td>Parking Structure/Electrical Upgrades</td>
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TOTAL JOB LEDGER REQUESTS $669,014