Community Development Department

DEPARTMENT PURPOSE

The Community Development Department (CDD) works with elected and appointed officials, other Departments, and the community to guide the physical growth, development, and preservation of the City. Community development encompasses many aspects of the City and as such the Department oversees several programs and projects designed to benefit its residents and businesses. Department functions include planning, building, economic development, grants, and special programs.

BUDGET OVERVIEW

The Department is supported by a combination of general fund revenue along with generated fees and grant funding. As grant funding decreases personnel costs will need to be absorbed by the general fund if current service levels are to be maintained. As new grants are obtained staff time for the implementation of grant programs and projects will be allocated to these grants as allowed under each funding source.

The Department is currently completing a General Plan Amendment and various changes to the Zoning Ordinance to correct inconsistency issues between these two documents. The majority of this work will be completed in Fiscal Year 2017 but some activities will carry over into the first quarter of Fiscal Year 2018 and the budget reflects this. The Department's operating costs remain status quo with the exception of the anticipated PERS increases.

COMMUNITY DEVELOPMENT DEPARTMENT
FY 2016/17 ACCOMPLISHMENTS

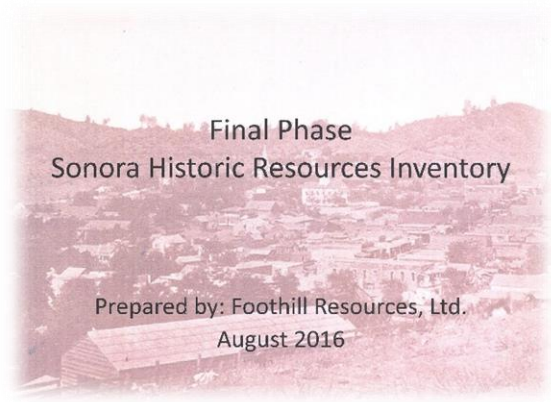
FY 2016/17 Accomplishments	
Activities	**Accomplishments**
Sonora Residential Fire Flow Improvement Project	The City of Sonora received a Community Development Block Grant (CDBG) to fund the Sonora Residential Fire Flow Improvement Project. Construction funding totaled $1,046,264 and the City's CDBG Program Income was utilized to increase the project funding by $199,583. Mozingo Construction was awarded the contract which started in August 2015 and was completed in August of 2016. The project included the replacement of 84 fire hydrants and associated hydrant laterals and the replacement of ten 4" water main sections with 8" water mains.
Final Phase - Sonora Historic Resources Inventory	The City of Sonora received a CDBG Grant to fund the Final Phase of the Sonora Historic Resources Inventory Project. The project's scope included updating the 241 properties identified to determine their eligibility for being listed under the National Register of Historic Places and adding additional properties within the original survey area that now met the criteria. It also included the identification of new inventory areas within the adjoining residential neighborhoods to result in the evaluation of an additional 150 previously unrecorded properties. Additionally, the scope included an update of the contextual history of Sonora. In December of 2015 the City Council awarded the Historic Resources Consultant contract to Foothill Resources, LTD. The project was completed in October of 2016. A total of 589 properties were inventoried with the majority found to be eligible for listing as contributors to a potential historic district and five were found to be individually eligible.
Stewart Street Multi-Family Housing Project	The City received $550,000 in CDBG grant funds, for the Stewart Street Multi-Family Housing Project. The project included the reconstruction of the multi-family structure that was destroyed by fire on January 17, 2012. The new structure includes 7 low-income units that will be rent and tenant restricted for 30 years under an agreement with the City. The City provided construction financing for the project. Constructions started in September 2016 and was completed by May 15, 2017. City staff is screening tenants for CDBG eligibility and units must be occupied by September 1, 2017.
City Facilities Projects	Staff prepared and released bids for the Opera Hall Balcony Project, the City Hall - 2nd Floor Accessibility Project and the Visitors Bureau Roofing Project. The Opera Hall Balcony Project was funding through a grant from the Sonora Area Foundation and included the replacement/repairs to the exterior balcony. The City Hall - 2nd Floor Accessibility Project included two ADA parking spaces and path of travel from these spaces to the City's Green Street entrance. All of the projects were completed by early summer 2016.
Dragoon Gulch Trail Projects	With the Trail's existing ADA trail section needing repair, City staff solicited assistance from George Reed Construction. This 1250 ft. long section was surfaced with oil/gravel when the trail was originally constructed. George Reed generously donated the material, equipment and man power, and with the assistance of the City's Public Works Department, paved this section of the trail. In December 2016, the City Council approved the environmental clearance for the Dragoon Gulch Trail Expansion Project This project will extend the existing trail system throughout the remaining 67 acres by adding an additional 5 miles of multi-use trail. The Foothill Leadership Academy again hosted the Dragoon Gulch 5K Run with proceeds from the event donated to the City for the Trail Expansion Project. City staff also received a $25,000 grant through Front Porch Inc.'s fund at the Sonora Area Foundation for the Trail Expansion Project. The 5K proceeds and grant funds will be utilized by the City to construct a portion of the new trail segments. Construction is scheduled to start in the fall of 2017.

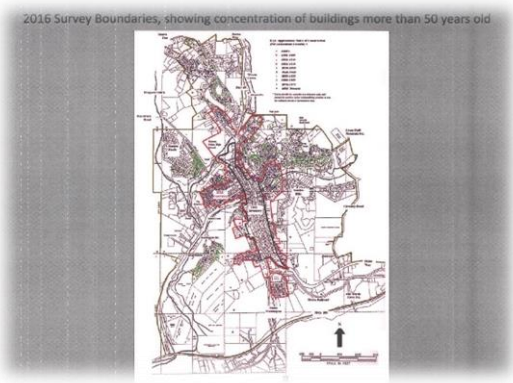
COMMUNITY DEVELOPMENT DEPARTMENT
FY 2016/17 ACCOMPLISHMENTS

FY 2016/17 Accomplishments	
Activities	**Accomplishments**
New City Website	The City issued a Request for Proposals (RFP) for the City's Website Design & Replacement Project. In November the City Council selected Level One Web Design. A project working group has been established that includes one member from each City Department to work with the project consultant on content and design. It is anticipated that the final draft of the website will be ready for review by the committees and the City Council in July.
Southgate Bridge Project	On September 19, 2016 the City Council authorized Kimley-Horn to prepare an application for the Highway Bridge Program to fund the Southgate Drive Bridge Project. The City received notification that funding has been programed by Caltrans for the Southgate Bridge Project. The City will not be eligible for funding until Federal Fiscal Year 2019/20, however staff will be requesting earlier access to these funds. The Program is oversubscribed so there is no guarantee that the State will approve this request.
General Plan Revision	Based on Council direction, in December Staff completed amendments to the General Plan including text revisions for clarity purposes, more closely aligning the General Plan with the City's Zoning Ordinance, eliminating unnecessary goals, policies and implementation programs, and removing implementation programs that have been completed, are duplicates or are no longer feasible. The draft amendments were presented to the Sonora Planning Commission for discussion and public comment. Staff is currently completing the required CEQA documents and associated changes to the Zoning Ordinance. Once completed the General Plan amendments, Zoning Ordinance revisions and CEQA document will be presented to both the Planning Commission and City Council for consideration of approval/adoption.
Building and Planning Applications	During FY 2016/17 the Sonora Regional Medical Center's Outpatient Pavilion, the Sonora Walmart Expansion Project were under construction as was the renovation to the Blackberry Oaks Apartments. In September the Sonora Planning Commission approved a Design Review Permit for 198 S. Green Street for the Sonora Beer Garden which is also the location of the Bourbon Barrel and State 3 theatre. This project is currently under construction. In April, the Sonora Planning Commission considered and recommended approval of an application to rezone the existing Arco gas station location from Planned Development (PD) to General Commercial (CG) to facilitate the development of the adjoining property as a food court. The rezone application was subsequently approved by the City Council.
Events & Other Activities	City sponsored events and activities for the year included Magic of the Night, Spring Festival, Christmas Parade, Trick or Treat Street and Sonora Certified Farmers' Market. Co-sponsored events included the 4th Grade Walking Tours, 5K Run and Business Expo.

Above: Fire Flow Project
Below: City Hall ADA Project

Below: Sonora Historic Inventory Project





COMMUNITY DEVELOPMENT DEPARTMENT

DEPARTMENTAL SUMMARY OF REVENUES AND EXPENDITURES

	2013/14 Actuals	2014/15 Actuals	2015/16 Actuals	2016/17 Adopted	2016/17 Estimated	2017/18 Proposed
REVENUES						
Licenses & Permits	$ 66,463	$ 86,647	$ 157,214	$ 92,575	$ 101,700	$ 77,000
Service Charges	48,263	45,793	40,410	38,100	41,390	38,200
Other Revenues	93,334	208,217	1,124,529	1,508,378	880,285	616,460
Interest	100,412	102,454	96,943	91,737	92,476	86,673
Transfers In	422,259	143,601	628,164	22,500	23,479	(700)
TOTAL REVENUES	**$ 730,731**	**$ 586,712**	**$ 2,047,260**	**$ 1,753,290**	**$ 1,139,330**	**$ 817,633**
EXPENDITURES						
Salaries and Benefits	$ 397,654	$ 398,304	$ 343,069	$ 329,084	$ 355,033	$ 398,729
Operating Expenditures	$ 793,060	$ 435,260	$ 1,532,283	$ 1,498,226	$ 789,361	$ 1,046,900
Grants	7,456	641	-	-	-	-
Fixed Assets	-	-	-	-	-	-
Internal Services	11,290	14,741	25,878	32,258	32,258	-
Transfers Out	84,472	707	-	1,103	376,103	-
TOTAL EXPENDITURES	**$ 1,293,932**	**$ 849,653**	**$ 1,901,230**	**$ 1,860,671**	**$ 1,552,755**	**$ 1,445,629**

	2013/14 Actuals	2014/15 Actuals	2015/16 Actuals	2016/17 Adopted	2016/17 Estimated	2017/18 Proposed
PROGRAM						
Building/Planning	$ 241,001	$ 211,201	$ 198,803	$ 231,679	$ 246,593	$ 301,124
RDA Successor Agency	197,238	126,036	58,044	22,448	24,470	23,889
Opera Hall	86,038	40,221	61,136	47,287	64,880	51,522
Farmers Market	32,934	29,930	31,496	36,174	35,535	39,735
Benefit Zone A	7,490	6,880	7,845	8,400	6,450	8,200
Benefit Zone B	31,541	31,949	35,681	36,887	36,573	41,022
Caltrans Projects	-	37,322	7,661	558,982	16,402	535,204
2013 CDBG Grant	10,137	82,116	1,420,196	835,362	663,317	300
2016 CDBG Grant						361,887
Dragoon Gulch	-	720	9,426	20,600	11,545	44,050
MicroEnterprise	53,375	48,802	-	-	-	-
Program Income	20,561	5,434	18,574	10,926	391,770	11,959
Home Buyers Assistance Program	77,859	-	-	-	-	-
Business Expo	503	1,055	593	700	550	800
Economic Development	-	-	47,329	39,700	34,470	7,000
Low Moderate Housing	500,625	178,996	-	-	7,750	-
Successor Agency Housing	34,630	48,991	4,446	11,526	12,450	18,937
TOTAL EXPENDITURES	**$ 1,293,932**	**$ 849,653**	**$ 1,901,230**	**$ 1,860,671**	**$ 1,552,755**	**$ 1,445,629**

Above: Sonora Magic of the Night Event
Below: Sonora Spring Festival

COMMUNITY DEVELOPMENT DEPARTMENT
KEY PROGRAM GOALS

Activities	Key Projects
General Plan Revision	Complete the City's General Plan Amendment.
Zoning Ordinance Updates	Complete all revisions to the City's Title 17 Zoning Ordinance required to bring it into consistency with the 2020 General Plan, as amended. Complete revisions to the Zoning Ordinance related to site plan review, Home Occupation Permits, Hillside Ordinance Review, Legal Non-Conforming Uses and Accessory Units.
Nuisence Ordinance	Complete the City's Nuisence Ordinance.
Sign Ordinance	Review the City's Sign Ordinance for possible revisions.
Encroachment Permit	Revise fees and evaluate current permit process for the City Encroachment
Planning Fees	Complete the fee study for the City's planning fees and recommend revisions to the City Council.
New Website	Launch the City's new website and train staff on updating and maintaining the site.
Stewart Street Restroom	Prepare grant applications to obtain project funding.
Dragoon Gulch Trail	Complete phase 1 of the Trail Expansion Project. Solicit additional funding for additional trail construction.
Stockton/Washington Project	Complete the engineering, environmental review and final design phase of the project.
City facilities Projects	Complete the Education Center reroof and Visitor's Bureau Building repainting projects.
Special Event & Activities	Evaluate and implement ways to obtain/increase revenue during City events and activities.
Opera Hall Rental Fees	Evaluate currental rental fees to determine feasibility of increasing fees.
Homebuyers' Loan Program	Fund a minimum of three loans through the Program.
Park N Ride Lot	The City has been successful in securing grant funds for acquisition and right-of-way consultant if a site can be secured.

COMMUNITY DEVELOPMENT DEPARTMENT
Departmental Summary of FTEs

	2013/14 Funded	2014/15 Funded	2015/16 Funded	2016/17 Funded	2017/18 Funded
City Administration					
Community Development Director	1.0	1.0	1.0	1.0	1.0
Community Development Specialist	1.0	1.0	1.0	1.0	1.0
Special Programs Coordinator	1.0	1.0	1.0	1.0	1.0
Building Inspector	1.0	1.0	0.0	0.0	0.0
Total Department FTEs	**4.0**	**4.0**	**3.0**	**3.0**	**3.0**

Outpatient Pavilion Project

COMMUNITY DEVELOPMENT DEPARTMENT
PERFORMANCE INDICATORS AND MEASURES

Activity and Workload Highlights	2015/16 Actual	2016/17 Estimated	2017/18 Budget
Building Permits Issued - New Single Family	5	3	2
Building Permits Issued - Residential Addition/Alterations	47	54	50
Building Permits Issued - New Commercial	2	1	1
Building Permits Issued - Commercial Addition/Alteration	31	44	50
Building Permits Issued - Multi-Family	0	1	0
Building Permits Issued - Miscellaneous	94	97	90
Number of building plan checks completed	52	57	55
Number of inspections conducted	534	739	700
Number of code complaints responded to	2	7	9
Number of Encroachment Permits issued	40	42	42
Number of Rezoning Applications	2	4	4
Number of General Plan Amendments	1	1	1
Number of Design Review Applications	5	6	5
Number of Sign Design Review Applications	6	10	10
Number of Conditional Use Permit Applications	1		1
Number ov Variance Applications	1	0	1
Number of Site Plan Review Applications	1	0	1
Number of Landscape Plan Applications	1	1	1
Number of Land Division Applications		1	1
Number of CDD Ordinances Adopted (excluding rezones)	2	0	5
Number of Miscellaneous Planning Applications	4	3	4
Number of Farmers Market Booth Spaces Rented	936	950	975
Number of Opera Hall days reserved	103	126	130
Number of Banner Applications	39	47	42

Community Development Department

Building and Planning
Fund 303 205

PROGRAM PURPOSE

The Community Development Department reviews plans, issues permits and inspects projects covering a variety of construction activities throughout the City. The Department also oversees all projects requiring planning and environmental review. The Sonora Planning Commission considers all applications for use permits, design review applications, development projects, land division maps, and site plans. All reviews and inspections are conducted based upon the California Building Codes, Sonora General Plan, Sonora Municipal Code and applicable State Laws. The Department also manages updates and revisions to the City's General Plan and Zoning Ordinance.

BUDGET OVERVIEW

Building activity during Fiscal Year 2018 will include the completion of the Sonora Regional Medical Center's Outpatient Pavilion and the Sonora Beer Garden project on Green Street. Building activity is expected to be strong in Fiscal Year 2018 however; the size of the projects will be smaller resulting in less permit revenue. Planning activity is anticipated to be the same as in Fiscal Year 2018 however staff will be proposing a fee increase for planning permits which, if approved, will help to address the shortfall between project related revenue and expenses. The part-time Building Official/Inspector and Planner will continue to be contracted positions in the proposed budget.

COMMUNITY DEVELOPMENT DEPARTMENT
Building and Planning

SUMMARY OF REVENUES AND EXPENDITURES

	2013/14 Actuals	2014/15 Actuals	2015/16 Actuals	2016/17 Adopted	2016/17 Estimated	2017/18 Proposed
REVENUES						
Licenses & Permits	$ 66,463	$ 86,647	$ 157,214	$ 92,575	$ 101,700	$ 77,000
Service Charges	3,165	8,105	3,295	3,500	4,120	4,000
TOTAL REVENUES	**$ 69,628**	**$ 94,752**	**$ 160,509**	**$ 96,075**	**$ 105,820**	**$ 81,000**
EXPENDITURES						
Salaries and Benefits	$ 143,228	$ 115,031	$ 58,114	$ 64,565	$ 76,679	$ 167,024
Operating Expenditures	$ 90,317	$ 95,529	$ 140,689	$ 161,600	$ 164,400	$ 134,100
Grants	$ 7,456	$ 641	$ -	$ -	$ -	$ -
Fixed Assets						
Internal Service Charges	$ -	$ -	$ -	$ 5,514	$ 5,514	$ -
TOTAL EXPENDITURES	**$ 241,001**	**$ 211,201**	**$ 198,803**	**$ 231,679**	**$ 246,593**	**$ 301,124**

Community Development Department

Successor Agency to the former Sonora Redevelopment Agency Fund 303 202

PROGRAM PURPOSE

On December 29, 2011, the Supreme Court issued its final decision on the redevelopment dissolution litigation, upholding AB 1X 26, invalidating AB 1X 27, and essentially dissolving all redevelopment agencies throughout the State effective February 1, 2012. AB 1X 26 provides that successor agencies be designated as successor entities to the former redevelopment agencies, to oversee the wind down activities of the former redevelopment agencies. The City of Sonora elected to serve as the Successor Agency for the former Sonora Redevelopment Agency. City staff is responsible for all wind down activities including preparation of required documents and reports under the direction of the Successor Agency's Oversight Board and State Department of Finance.

BUDGET OVERVIEW

The wind down of the former Sonora Redevelopment Agency will continue during Fiscal Year 2018. As the wind down continues less staff time will be allocated to this Fund which will need to be absorbed by the General Fund or other sources of City revenue.

COMMUNITY DEVELOPMENT DEPARTMENT
Successor Agency

SUMMARY OF REVENUES AND EXPENDITURES

	2013/14 Actuals	2014/15 Actuals	2015/16 Actuals	2016/17 Adopted	2016/17 Estimated	2017/18 Proposed
REVENUES						
Transfer From Successor Agency	250,000	139,953	43,092	22,500	22,500	14,300
TOTAL REVENUES	**$ 250,000**	**$ 139,953**	**$ 43,092**	**$ 22,500**	**$ 22,500**	**$ 14,300**
EXPENDITURES						
Salaries and Benefits	$ 152,543	$ 94,833	$ 44,521	$ 16,519	$ 21,585	$ 19,339
Operating Expenditures	44,695	31,203	13,523	4,550	1,506	4,550
Grants	-	-	-	-	-	-
Fixed Assets	-	-	-	-	-	-
Internal Service Charges				1,379	1,379	
TOTAL EXPENDITURES	**$ 197,238**	**$ 126,036**	**$ 58,044**	**$ 22,448**	**$ 24,470**	**$ 23,889**

Community Development Department

OPERA HALL
FUND 303 208

PROGRAM PURPOSE

The Sonora Opera Hall was originally constructed as a flour mill in 1879 but the mill burned down in 1885. It was subsequently reconstructed as the Sonora Opera Hall hosting balls, events, meetings, etc. However in 1896 the Opera Hall was closed and the building was converted to a carpenter shop. The building was eventually converted to automobile repair garage. In 1986 the City of Sonora acquired the building and rehabilitated it as a community center and rental facility. The Community Development Department oversees the Sonora Opera Hall facility.

BUDGET OVERVIEW

The operating costs for the Sonora Opera Hall will be status quo for Fiscal Year 2018 except for the PERS increases. Due to budget constraints, no capital improvement projects are planned for Fiscal Year 2018.

COMMUNITY DEVELOPMENT DEPARTMENT
Opera Hall

SUMMARY OF REVENUES AND EXPENDITURES

	2013/14 Actuals	2014/15 Actuals	2015/16 Actuals	2016/17 Adopted	2016/17 Estimated	2017/18 Proposed
REVENUES						
Licenses & Permits	$ -	$ -	$ -	$ -	$ -	$ -
Service Charges						
Fines & Forfeitures	-	-	-	-	-	-
Other Revenues	40,859	21,820	38,217	23,000	23,510	23,000
TOTAL REVENUES	**$ 40,859**	**$ 21,820**	**$ 38,217**	**$ 23,000**	**$ 23,510**	**$ 23,000**
EXPENDITURES						
Salaries and Benefits	$ 26,531	$ 24,781	$ 28,724	$ 25,627	$ 41,815	$ 33,522
Operating Expenditures	59,507	15,440	32,412	17,800	19,205	18,000
Grants	-	-	-	-	-	-
Fixed Assets	-	-	-	-	-	-
Internal Service Charges				3,860	3,860	
TOTAL EXPENDITURES	**$ 86,038**	**$ 40,221**	**$ 61,136**	**$ 47,287**	**$ 64,880**	**$ 51,522**

Community Development Department

FARMERS MARKET
FUND 317

PROGRAM PURPOSE

The Sonora Certified Farmers Market operates from May to October and is located at Theall and Stewart Streets in Downtown Sonora. The Market came under the oversight of the City in 1997 as a small venue with only 7 agricultural vendors. Today's Market has expanded to well over 35 vendors including agricultural producers, artisans and food purveyors. The Community Development Department oversees its operation along with a Contract Market Supervisor who is responsible for overseeing the Market day activities.

BUDGET OVERVIEW

Previously the Sonora Certified Farmers Market utilized the City's building located at Stewart and Theall Streets for a public restroom and for storage. The building experienced major water damage in 2016 and is no longer habitable. The City is currently seeking funding to renovate the building under the Stewart Street Public Restroom Project but until funds are secured the project cannot move forward. Thus, again this year the budget includes costs for a storage container and portable restrooms to be used during this Market season.

City of Sonora Farmers Market

COMMUNITY DEVELOPMENT DEPARTMENT
Farmers Market

SUMMARY OF REVENUES AND EXPENDITURES

	2013/14 Actuals	2014/15 Actuals	2015/16 Actuals	2016/17 Adopted	2016/17 Estimated	2017/18 Proposed
SOURCES OF FUNDS						
Beginning Fund Balance	**$ -**	**$ (2,034)**	**$ (1,364)**	**$ 110**	**$ 110**	**$ (5,425)**
REVENUES						
Other Revenues	30,900	30,600	32,970	34,000	30,000	34,000
TOTAL REVENUES	**$ 30,900**	**$ 30,600**	**$ 32,970**	**$ 34,000**	**$ 30,000**	**$ 34,000**
EXPENDITURES						
Salaries and Benefits	$ 17,080	$ 19,533	$ 20,887	$ 21,966	$ 21,966	$ 28,735
Operating Expenditures	6,041	6,474	6,998	10,900	10,261	11,000
Grants						
Fixed Assets						
Internal Service Charges	3,200	3,216	3,611	3,308	3,308	-
Transfers	6,613	707		-	-	-
TOTAL EXPENDITURES	**$ 32,934**	**$ 29,930**	**$ 31,496**	**$ 36,174**	**$ 35,535**	**$ 39,735**
Ending Fund Balance	**$ (2,034)**	**$ (1,364)**	**$ 110**	**$ (2,064)**	**$ (5,425)**	**$ (11,160)**

Community Development Department

BENEFIT ZONE A
FUND 340

PROGRAM PURPOSE

Benefit Zone A encompasses the downtown area between Wykoff, Gold, Shepherd and Green Streets. Benefit Zone fees are calculated based on the number of employees for each business and are collected along with the City Business License fees. These fees are used to finance specific business related activities including annual special events sponsored by the City to encourage patronage by local residents and tourists in the downtown area.

BUDGET OVERVIEW

The proposed budget includes funding for the City's sponsored special events.

SUMMARY OF REVENUES AND EXPENDITURES

	2013/14 Actuals	2014/15 Actuals	2015/16 Actuals	2016/17 Adopted	2016/17 Estimated	2017/18 Proposed
SOURCES OF FUNDS						
Beginning Fund Balance	**$ (45,273)**	**$ (27,423)**	**$ (16,287)**	**$ (7,055)**	**$ (7,055)**	**$ 2,910**
REVENUES						
Charges for Services	25,340	18,016	17,077	15,800	16,415	15,600
TOTAL REVENUES	**$ 25,340**	**$ 18,016**	**$ 17,077**	**$ 15,800**	**$ 16,415**	**$ 15,600**
EXPENDITURES						
Salaries and Benefits	$ 25	$ -	$ -	$ -	$ -	$ -
Operating Expenditures	7,465	6,880	7,845	8,400	6,450	8,200
Grants	-	-	-	-	-	-
Fixed Assets	-	-	-	-	-	-
Internal Service Charges	-	-	-	-	-	-
TOTAL EXPENDITURES	**$ 7,490**	**$ 6,880**	**$ 7,845**	**$ 8,400**	**$ 6,450**	**$ 8,200**
Ending Fund Balance	**$ (27,423)**	**$ (16,287)**	**$ (7,055)**	**$ 345**	**$ 2,910**	**$ 10,310**

Community Development Department

BENEFIT ZONE B
FUND 341

PROGRAM PURPOSE

Benefit Zone B encompasses all business activity located outside of Benefit Zone A. Benefit Zone fees are calculated based on the number of employees for each business and are collected along with the City Business License fees. These fees are used to finance specific business related activities including annual special events sponsored by the City to encourage patronage by local residents and tourists.

BUDGET OVERVIEW

The proposed budget includes funding for the City's sponsored special events and a portion of the Special Events Coordinator position. During Fiscal Year 2018 the Benefit Zone fee structure needs to be evaluated due to the continued revenue shortfall for covering operating expenditures.

SUMMARY OF REVENUES AND EXPENDITURES

	2013/14 Actuals	2014/15 Actuals	2015/16 Actuals	2016/17 Adopted	2016/17 Estimated	2017/18 Proposed
SOURCES OF FUNDS						
Beginning Fund Balance	**$ (8,159)**	**$ (19,942)**	**$ (32,219)**	**$ (47,862)**	**$ (47,862)**	**$ (65,949)**
REVENUES						
Charges for Services	19,758	19,672	20,038	18,800	20,855	18,600
TOTAL REVENUES	**$ 19,758**	**$ 19,672**	**$ 20,038**	**$ 18,800**	**$ 20,855**	**$ 18,600**
EXPENDITURES						
Salaries and Benefits	$ 21,302	$ 22,458	$ 24,368	$ 25,927	$ 25,927	$ 33,822
Operating Expenditures	6,439	5,809	7,100	7,100	6,786	7,200
Grants	-	-	-	-	-	-
Fixed Assets	-	-	-	-	-	-
Internal Service Charges	3,800	3,682	4,213	3,860	3,860	-
TOTAL EXPENDITURES	**$ 31,541**	**$ 31,949**	**$ 35,681**	**$ 36,887**	**$ 36,573**	**$ 41,022**
Ending Fund Balance	**$ (19,942)**	**$ (32,219)**	**$ (47,862)**	**$ (65,949)**	**$ (63,580)**	**$ (88,371)**

Community Development Department

CALTRANS PROJECTS
FUND 348

PROGRAM PURPOSE

This Fund includes grant funded projects through the State Department of Transportation.

BUDGET OVERVIEW

The proposed budget includes the completion of the preliminary engineering and environmental documents for Vision Sonora's Stockton-Washington Street Transit and Accessibility Project. The release of the A&E Request for Proposal is anticipated for June 2017 with engineering, environmental and design work beginning in late summer.

The proposed budget also includes costs for the Right-of-Way Consultant and the acquisition of the Sonora Park-n-Ride Lot if the City is successful in securing the site.

SUMMARY OF REVENUES AND EXPENDITURES

	2013/14 Actuals	2014/15 Actuals	2015/16 Actuals	2016/17 Adopted	2016/17 Estimated	2017/18 Proposed
SOURCES OF FUNDS						
Beginning Fund Balance						
REVENUES						
Licenses & Permits	$ -	$ -	$ -	$ -	$ -	$ -
Service Charges	-	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-	-
Other Revenues	-	-	4,485	561,276	14,764	525,000
TOTAL REVENUES	**$ -**	**$ -**	**$ 4,485**	**$ 561,276**	**$ 14,764**	**$ 525,000**
EXPENDITURES						
Salaries and Benefits	$ -	$ 37,322	$ 7,661	$ 16,103	$ 15,287	$ 28,704
Operating Expenditures	$ -	$ -	$ -	$ 541,776	$ 12	$ 506,500
Grants						
Fixed Assets						
Internal Service Charges	$ -	$ -	$ -	$ 1,103	$ 1,103	$ -
TOTAL EXPENDITURES	**$ -**	**$ 37,322**	**$ 7,661**	**$ 558,982**	**$ 16,402**	**$ 535,204**

Community Development Department

2016 CDBG GRANT
FUND 339

PROGRAM PURPOSE

On October 25, 2016 the City was notified by the Department of Housing and Community Development that the City's Community Development Block Grant was approved for the Homebuyers Assistance Loan Program and Affordable Housing Inventory Planning Grant. On February 8, 2017, the City received Standard Agreement #16-CDBG-11145 allocating $494,331 for the Homebuyers Program, $75,000 for the Planning Grant and $42,700 for General Program Administration.

BUDGET OVERVIEW

On April 17, 2017 the City Council approved the Program Guidelines for the Homebuyer's Assistance Loan Program after which City Staff submitted the General Condition Clearance request to the Department of Housing and Community Development. Once the City receives clearance approval staff will begin marketing the program. The budget anticipates that three loans will be made during Fiscal Year 2018. Staff does not anticipate initiating the Planning Grant activities until Fiscal Year 2019.

SUMMARY OF REVENUES AND EXPENDITURES

	2013/14 Actuals	2014/15 Actuals	2015/16 Actuals	2016/17 Adopted	2016/17 Estimated	2017/18 Proposed
SOURCES OF FUNDS						
Beginning Fund Balance						**$ (175)**
REVENUES						
Other Revenues	-	-	-	-	-	416,887
Transfers In	-	-	-	-	-	-
TOTAL REVENUES	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 416,887**
EXPENDITURES						
Salaries and Benefits	$ -	$ -	$ -	$ -	$ -	$ 60,187
Operating Expenditures	$ -	$ -	$ -	$ -	$ 175	$ 301,700
Grants	-	-	-	-	-	-
Fixed Assets	-	-	-	-	-	-
Internal Service Charges	$ -	$ -	$ -	$ -	$ -	$ -
TOTAL EXPENDITURES	**$ -**	**$ -**	**$ -**	**$ -**	**$ 175**	**$ 361,887**
Ending Fund Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ (175)**	**$ 54,825**

Community Development Department

2013 CDBG GRANT
FUND 337

PROGRAM PURPOSE

In 2014 the City received CDBG Grant #13-CDBG-8946 in the amount of $2,000,000 to fund the Stewart Street Multi-Family Housing Project, Sonora Residential Fire Flow Improvement Project and Final Phase – Sonora Historic Resources Inventory. In February of 2015 the City Council approved utilizing the City's available CDBG Program Income to provide additional funding for the Sonora Residential Fire Flow Improvement Project and for Microenterprise Technical and Financial Assistance which was subsequently approved by the Department of Housing and Community Development.

BUDGET OVERVIEW

The Sonora Residential Fire Flow Project was completed during Fiscal Year 2016. The Sonora Historic Resources Inventory was completed in November of 2016. Construction for the Stewart Street Multi-Family Housing Project began on September 12, 2016 and was completed on May 12, 2017. Staff is currently conducting the CDBG tenant screening for the 7-unit project. Under the CDBG grant requirements, the Stewart Street Project must be completed and occupied by September 2017.

Stewart Street Project

COMMUNITY DEVELOPMENT DEPARTMENT
2013 CDBG Grant

SUMMARY OF REVENUES AND EXPENDITURES

	2013/14 Actuals	2014/15 Actuals	2015/16 Actuals	2016/17 Adopted	2016/17 Estimated	2017/18 Proposed
SOURCES OF FUNDS						
Beginning Fund Balance		**$ (10,137)**	**$ (85,082)**	**$ (22,044)**	**$ (85,082)**	**$ 1,601**
REVENUES						
Other Revenues	-	7,171	1,021,874	851,000	750,000	8,460
Transfers In	-	-	461,360	-	-	-
TOTAL REVENUES	**$ -**	**$ 7,171**	**$ 1,483,234**	**$ 851,000**	**$ 750,000**	**$ 8,460**
EXPENDITURES						
Salaries and Benefits	$ 8,612	$ 62,834	$ 137,555	$ 140,731	$ 128,335	$ -
Operating Expenditures	1,525	14,804	1,264,587	682,500	522,851	300
Grants	-	-	-	-	-	-
Fixed Assets	-	-	-	-	-	-
Internal Service Charges	-	4,478	18,054	12,131	12,131	-
TOTAL EXPENDITURES	**$ 10,137**	**$ 82,116**	**$ 1,420,196**	**$ 835,362**	**$ 663,317**	**$ 300**
Ending Fund Balance	**$ (10,137)**	**$ (85,082)**	**$ (22,044)**	**$ (6,406)**	**$ 1,601**	**$ 9,761**

Stewart Street Project

Community Development Department

DRAGOON GULCH TRAIL
FUND 319

PROGRAM PURPOSE

The City's Dragoon Gulch Trail includes 102 acres of open space, 35 acres of which is developed with natural pedestrian and bicycle trails. The City acquired and developed the initial 35 acres under a Roberti-Z'berg-Harris Grant funded through the State Department of Parks and Recreation. These trails were completed in 2005. In 2006 the City acquired the adjoining 67 acres again with funding under a Roberti-Z'berg-Harris Grant. Under a Community Transformation Grant a Master Trails Plan was prepared for the development of the additional 67 acres.

BUDGET OVERVIEW

On December 19, 2016 the City Council certified the Mitigated Negative Declaration and adopted the Mitigation Monitoring Plan for the Dragoon Gulch Trail Expansion Project. In 2016 George Reed donated their services and materials to assist the Public Works Department to resurface the existing ADA trail section. In January the City submitted a grant request through the Sonora Area Foundation for trail construction and received a $25,000 grant. These grant funds will be combined with the $10,620, for construction, received from Foothill Leadership Academy through the Dragoon Gulch Trail 5K Run. Construction under Phase I of the project will begin in August of 2017.

Dragoon Gulch ADA Project

COMMUNITY DEVELOPMENT DEPARTMENT
Dragoon Gulch

SUMMARY OF REVENUES AND EXPENDITURES

	2013/14 Actuals	2014/15 Actuals	2015/16 Actuals	2016/17 Adopted	2016/17 Estimated	2017/18 Proposed
SOURCES OF FUNDS						
Beginning Fund Balance	**$ -**	**$ -**	**$ 35,864**	**$ 6,354**	**$ 6,354**	**$ 32,929**
REVENUES						
Other Revenues	-	36,584	12,000	23,000	38,120	16,500
Transfers In	-	-	(32,084)	-	-	-
TOTAL REVENUES	**$ -**	**$ 36,584**	**$ (20,084)**	**$ 23,000**	**$ 38,120**	**$ 16,500**
EXPENDITURES						
Salaries and Benefits						
Operating Expenditures	-	720	9,426	20,600	11,545	44,050
Grants						
Fixed Assets						
Internal Service Charges	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
TOTAL EXPENDITURES	**$ -**	**$ 720**	**$ 9,426**	**$ 20,600**	**$ 11,545**	**$ 44,050**
Ending Fund Balance	**$ -**	**$ 35,864**	**$ 6,354**	**$ 8,754**	**$ 32,929**	**$ 5,379**

Community Development Department

MISCELLANEOUS FUNDS

The following is a list of Funds that have expenses budgeted during Fiscal Year 2017 which are associated with a specific event or project, or have allocated Department personnel costs. Some of these Funds are not administered by the Community Development Department but the Department is responsible for oversight of the items listed below.

• Fund 311 – Program Income	Personnel Costs
• Fund 342 – Business Expo	Business Expo Event
• Fund 374 – Economic Development	City Website Development Vision Sonora Marketing Trash Receptacles and Benches

- Home Buyers Assistance Program
  - Fund 322
  - Fund 330
  - Fund 332-336
- Fund 701 – Low/Moderate Housing Program
- Fund 702 – Successor Agency Housing

COMMUNITY DEVELOPMENT DEPARTMENT
Miscellaneous Funds

CDBG Program Income

Fund 311

SUMMARY OF REVENUES AND EXPENDITURES

	2013/14 Actuals	2014/15 Actuals	2015/16 Actuals	2016/17 Adopted	2016/17 Estimated	2017/18 Proposed
SOURCES OF FUNDS						
Beginning Fund Balance	**$ 493,867**	**$ 559,677**	**$ 565,207**	**$ 780,769**	**$ 780,769**	**$ 397,301**
REVENUES						
Interest	$ 8,512	$ 7,316	$ 6,859	$ 7,340	$ 7,323	$ 5,617
Other Revenues	-	-	-	6,602	-	-
Transfers In	77,859	3,648	227,277	-	979	-
TOTAL REVENUES	**$ 86,371**	**$ 10,964**	**$ 234,136**	**$ 13,942**	**$ 8,302**	**$ 5,617**
EXPENDITURES						
Salaries and Benefits	$ 16,222	$ 4,839	$ 17,470	$ 8,823	$ 14,617	$ 10,959
Operating Expenditures	2,139	878	1,104	1,000	1,050	1,000
Grants	-	-	-	-	-	-
Fixed Assets	-	-	-	-	-	-
Internal Service Charges	2,200	(283)	-	1,103	1,103	-
Transfer Out					375,000	
TOTAL EXPENDITURES	**$ 20,561**	**$ 5,434**	**$ 18,574**	**$ 10,926**	**$ 391,770**	**$ 11,959**
Ending Fund Balance	**$ 559,677**	**$ 565,207**	**$ 780,769**	**$ 783,785**	**$ 397,301**	**$ 390,959**

Business Expo

Fund 342

SUMMARY OF REVENUES AND EXPENDITURES

	2013/14 Actuals	2014/15 Actuals	2015/16 Actuals	2016/17 Adopted	2016/17 Estimated	2017/18 Proposed
SOURCES OF FUNDS						
Beginning Fund Balance	**$ -**	**$ 447**	**$ 1,092**	**$ 499**	**$ 499**	**$ 699**
REVENUES						
Other Revenues	950	1,700	-	800	750	800
TOTAL REVENUES	**$ 950**	**$ 1,700**	**$ -**	**$ 800**	**$ 750**	**$ 800**
EXPENDITURES						
Salaries and Benefits	$ -	$ -	$ -	$ -	$ -	$ -
Operating Expenditures	503	1,055	593	700	550	800
Internal Service Charges	-	-	-	-	-	-
TOTAL EXPENDITURES	**$ 503**	**$ 1,055**	**$ 593**	**$ 700**	**$ 550**	**$ 800**
Ending Fund Balance	**$ 447**	**$ 1,092**	**$ 499**	**$ 599**	**$ 699**	**$ 699**

COMMUNITY DEVELOPMENT DEPARTMENT
Miscellaneous Funds

Economic Development

Fund 374

SUMMARY OF REVENUES AND EXPENDITURES

	2013/14 Actuals	2014/15 Actuals	2015/16 Actuals	2016/17 Adopted	2016/17 Estimated	2017/18 Proposed
SOURCES OF FUNDS						
Beginning Fund Balance	**$ -**	**$ 94,400**	**$ 94,400**	**$ 53,071**	**$ 53,071**	**$ 34,244**
REVENUES						
Other	-	-	6,000	-	15,643	-
Transfer In	94,400	-	-	-	-	(15,000)
TOTAL REVENUES	**$ 94,400**	**$ -**	**$ 6,000**	**$ -**	**$ 15,643**	**$ (15,000)**
EXPENDITURES						
Salaries and Benefits	$ -	$ -	$ -	$ -	$ -	$ -
Operating Expenditures	-	-	47,329	39,700	34,470	7,000
Internal Service Charges	-	-	-	-	-	-
TOTAL EXPENDITURES	**$ -**	**$ -**	**$ 47,329**	**$ 39,700**	**$ 34,470**	**$ 7,000**
Ending Fund Balance	**$ 94,400**	**$ 94,400**	**$ 53,071**	**$ 13,371**	**$ 34,244**	**$ 12,244**

Home Buyer Assistance

Funds 322, 330, 332-336

SUMMARY OF REVENUES AND EXPENDITURES

	2013/14 Actuals	2014/15 Actuals	2015/16 Actuals	2016/17 Adopted	2016/17 Estimated	2017/18 Proposed
REVENUES						
Other Revenues	-	-	-	-	-	-
Interest	55,206	58,500	54,019	53,723	53,723	52,222
Transfer	-	-	(71,481)	-	-	-
TOTAL REVENUES	**$ 55,206**	**$ 58,500**	**$ (17,462)**	**$ 53,723**	**$ 53,723**	**$ 52,222**
EXPENDITURES						
Salaries and Benefits	$ -	$ -	$ -	$ -	$ -	$ -
Operating Expenditures	-	-	-	-	-	-
Internal Service Charges						
Transfer Out	77,859	-	-	-	-	-
TOTAL EXPENDITURES	**$ 77,859**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

COMMUNITY DEVELOPMENT DEPARTMENT
Miscellaneous Funds

Successor Agency
Fund 701
SUMMARY OF REVENUES AND EXPENDITURES

	2013/14 Actuals	2014/15 Actuals	2015/16 Adopted	2016/17 Adopted	2016/17 Estimated	2017/18 Proposed
Interest	-	-	-		-	-
TOTAL REVENUES	**$ 370,509**	**$ 146,603**	**$132,547**		**$ 137,409**	**$ -**
EXPENDITURES						
Salaries and Benefits	$ -	$ -	$ -		$ -	$ -
Operating Expenditures	500,625	178,996	-		7,750	-
Grants						
Fixed Assets						
Internal Service Charges	-	-	-		-	-
Transfers	-	-	-		-	-
TOTAL EXPENDITURES	**$ 500,625**	**$ 178,996**	**$ -**		**$ 7,750**	**$ -**

Successor Agency Low Mod Housing
Fund 702
SUMMARY OF REVENUES AND EXPENDITURES

	2013/14 Actuals	2014/15 Actuals	2015/16 Actuals	2016/17 Adopted	2016/17 Estimated	2017/18 Proposed
REVENUES						
Other Revenues	8,700	8,429	8,700	8,700	7,250	8,700
Interest	36,694	36,638	36,065	30,674	31,430	28,834
TOTAL REVENUES	**$ 45,394**	**$ 45,067**	**$ 44,765**	**$ 39,374**	**$ 38,680**	**$ 37,534**
EXPENDITURES						
Salaries and Benefits	$ 4,720	$ 6,989	$ 3,769	$ 8,822	$ 8,822	$ 16,437
Operating Expenditures	29,910	42,002	677	1,600	2,525	2,500
Grants						
Fixed Assets						
Internal Service Charges	-	-	-			
Transfers	-	-	-	1,103	1,103	-
TOTAL EXPENDITURES	**$ 34,630**	**$ 48,991**	**$ 4,446**	**$ 11,525**	**$ 12,450**	**$ 18,937**