

City of Hoboken CY 2018 Introduced Budget Supplemental Materials

Community Development Department

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Department of Community Development Responsibilities

- **Redevelopment:** coordination of designation of areas, plan preparation, negotiations of agreements, and implementation of redevelopment projects
- **Planning, Sustainability, Resiliency:** preparation of plans including sustainability, resiliency, stormwater, drinking water, energy, recycling/composting, infrastructure/capital improvements, and Master Plan elements, as well as administration of Green Team
- **Affordable Housing:** preparation of housing element, maintenance of operating manual for affirmatively marketing upcoming units, submitting for declaratory judgment for obligation, creation of spending plan for future use of Affordable Housing Trust Fund, and addressing homelessness issues
- **Community Development Block Grant (CDBG):** administration of applications, awards, reporting, and drawdowns for payment
- **Parks and Open Space:** participation in park acquisition, design and development
- **Grants:** management of grants, reporting and drawdowns from funding sources, as well as assistance with grant preparation
- **Planning and Zoning:** administration of Planning Board, Zoning Board, and Historic Preservation Board and Zoning Office
- **Flood Mitigation:** planning to incorporate flood mitigation into zoning and redevelopment, enforcement of Flood Damage Prevention Ordinance, and ongoing assistance with Rebuild by Design process

Department of Community Development Goals – Redevelopment Plans

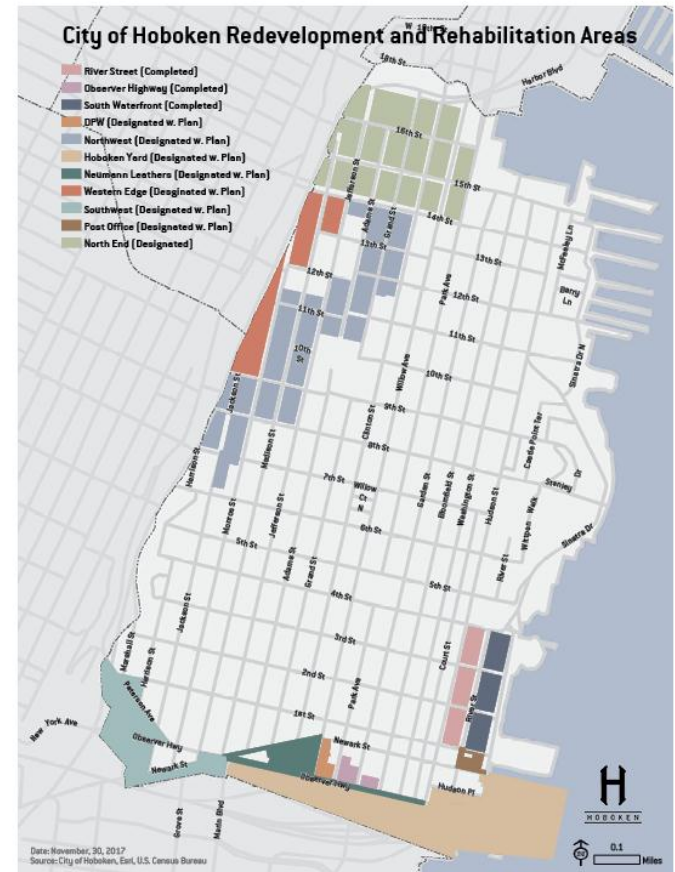
Proactively advocating for smart, resilient development in all redevelopment projects. The biggest priority for redevelopment planning for 2018 is the preparation of the North End Redevelopment Plan.

North End Redevelopment Plan.

- Selecting consultant (will include conflicts check, interviews with Mayor and City Council Subcommittee)
- Once consultant contract awarded, timeframe is 12 months for plan adoption.

Northwest Redevelopment Plan Amendment for Block 95 Lots 11-16.

- Subcommittee reviewing draft amendment
- Once finalized can be introduced and adopted spring 2018.



Department of Community Development Goals – Redevelopment Agreements & Implementation

Implementation of Redevelopment Agreements

- 7th and Jackson Redevelopment Agreement Implementation
 - Actively under construction; expected completion of gym and park (south of 7th Street) Fall 2018, building and plaza (north of 7th Street) early 2020
- 1024 Adams Redevelopment Agreement Implementation
 - Actively under construction; expected completion end of 2018/early 2019

Negotiation of Redevelopment Agreements

- LCOR
 - Coordinating with alignment of RBD in order to determine phasing
 - Reviewing traffic, circulation, and transportation demand management plans from developer
 - Engaging LCOR and NJ Transit to address Warrington Plaza market concept
- Just Block 112, LLC
 - Reviewing pro forma to determine community giveback potential
 - Awaiting engineered site plans, stormwater management plans, and other materials
- Hoboken Western Edge, LLC
 - Awaiting proposal documents on Phase I (initial uses) from developer

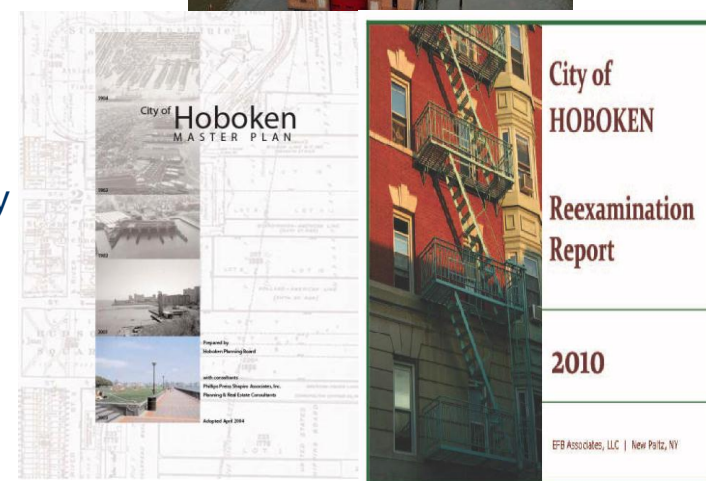
Department of Community Development Goals – Redevelopment Agreements (Cont.)

Negotiation of Interim Cost and Conditional Designation Agreements

- KMS (Post Office Site)
 - Negotiating Interim Cost and Conditional Designation Agreement for Council consideration.
- Neumann Leathers
 - Recently received additional information needed for review. Completing review of proposal to see if ready to move forward with Interim Cost and Conditional Designation Agreement.
- 83 Willow Apartments, LLC
 - Administration had informed developer of what would be acceptable level of development.
 - Developer re-analyzed site and just submitted revised proposal.
 - Starting review of proposal to see if ready to move forward with Interim Cost and Conditional Designation Agreement.
- Monroe Properties (Mandelbaum)
 - This is a settlement negotiation due to prior litigation status.
 - Developer submitted revised proposal in December 2017.
 - City notified developer of additional information needed to complete Pay to Play (P2P) review, and still awaiting that information. P2P needs to be completed before can start project review.
- Southwest (various) (upcoming)
- Block 95 Lots 11-16 (upcoming)

Department of Community Development Goals - Planning

- Master Plan Re-examination Report and updated Land Use Element are currently underway (to be completed April/May 2018), which will update various elements, make recommendations for new and updated stand-alone elements, and make Citywide zoning recommendations.
- Revisions to the zoning ordinance (budgeted \$70,000)
- Community Facilities planning including multi-service center feasibility study (budgeted \$100,000)
- Affordable Housing planning and administration
- Community Development Block Grant action plan and administration
- Green Acres Diversion process (DEP just authorized City to move forward with this)
- Business Improvement District (BID) planning
- US Census Bureau Local Update requirements
- Grant applications to conduct additional planning (e.g., Historic Preservation Design Standards, Parks and Recreation Plan update, and implement recommendations from new Master Plan Re-examination Report)



Department of Community Development Goals – Parks & Open Space

- Park Design – Complete Design Process of Northwest Resiliency Park
- Park Design – Coordinate with Rebuild By Design on Harborside Park and Boathouse
- Acquisition – Southwest Park Expansion
- Acquisition – Union Dry Docks/NY Waterway



DESIGN ALTERNATIVES



TERRACE + TRAILS



FOREST + FIELDS



Department of Community Development Goals – Sustainability, Infrastructure/Resiliency

Sustainability Projects:

- Right of Way Bioswales
- Cities of Service Green Infrastructure Training and Summer Youth Program
- Community Gardens
- Green Team
- LED Lighting Upgrades in Parks
- Electric Vehicle Charging Plan (coordination with Transportation)
- Complete/Green Streets Plan (coordination with Transportation)
- Recycling and Composting (coordination with Environmental Services)
- Energy Aggregation
- Green House Gas Inventory and Climate Action Plan

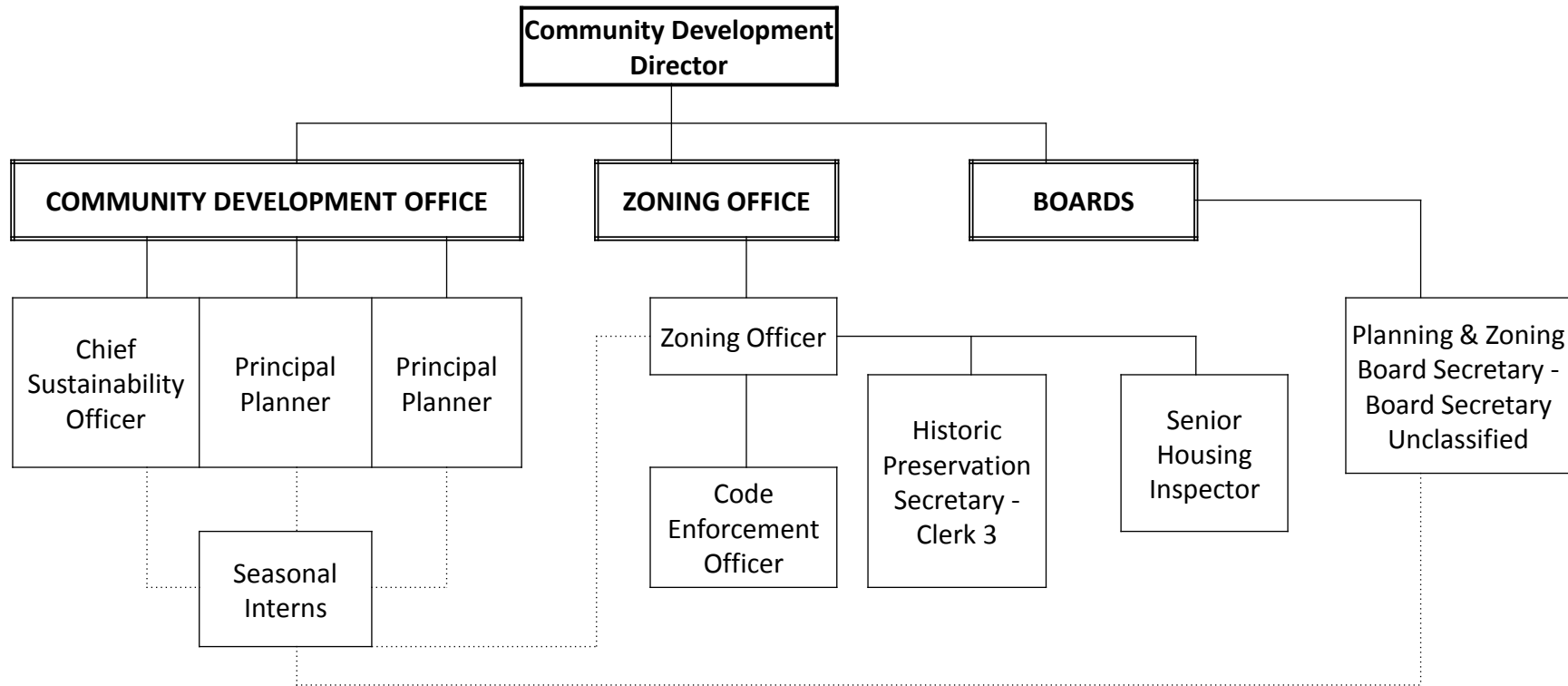
Infrastructure and Resiliency Projects:

- Rebuild By Design
- PSE&G Substations
- Water Infrastructure
- Sewer Infrastructure
- Capital Improvements Planning

Department of Community Development Employees

- Proposed number of employees (2018): 9 + interns
- Total actual employees (2017): 9 + interns (additional inspector transferred)
- Proposed number of employees (2017): 8 + interns
- Total number of employees (2016): 8
- Total number of employees (2015): 6
- Total number of employees (2014): 6
- Total number of employees (2013): 6
- Total number of employees (2012): 7
- Total number of employees (2011): 7
- Total number of employees (2010): 7

Department of Community Development Organizational Chart



Department of Community Development Director Responsibilities

The Director oversees all of the projects and operations of the department. In addition to the administration (payroll, staffing, budgeting, purchasing, contract management), there are several projects that the Director manages—especially related to redevelopment plans and redevelopment agreements. There is not a set amount of time for each, as some programs are more active at certain times of year than others (i.e., CDBG, sustainability programs, etc.) and some contracts are project-specific for a limited period of time (i.e., plans, design contracts, etc.). Each of the following consumes a percentage of the Director's time over the course of the year. Please note that these are rough approximations and could fluctuate depending on urgency of a matter.

Redevelopment plans and agreements	30%
Planning projects and ordinances	15%
Affordable housing, homelessness, and CDBG issues	15%
Open space	10%
Sustainability and Resiliency	20%
Administration	10%

Department of Community Development Planner Responsibilities

The Community Development Department has three employees working as planners. Each has a specialty in which they focus, however, there is often overlap and some work on projects outside of their specialty. Here are the three specialties and their general responsibilities:

Sustainability and Infrastructure

- Coordinate Green Team and sustainability initiatives
- Manage infrastructure design projects
- Assist with facilities, operations, and resiliency planning projects

Affordable Housing/Community Development

- Affordable Housing Management
- CDBG Administration
- Assist in capital project and grants management

Redevelopment and Planning

- Assist in redevelopment plan preparation management and redevelopment agreement negotiations
- Manage various planning projects
- Assist in ordinance preparation

Department of Community Development Budget

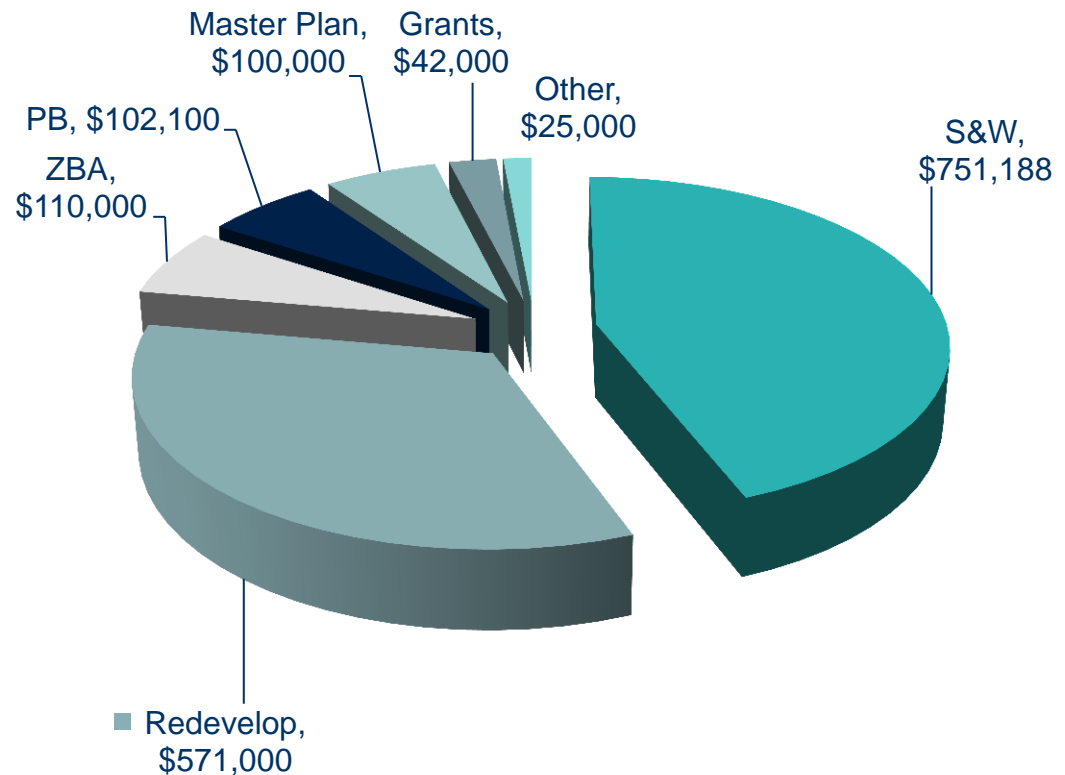
Total Proposed for 2018 = \$1,701,288
 Total Approved for 2017 = \$1,587,501
 Total Approved for 2016 = \$1,329,315
 Total Approved for 2015 = \$1,383,201

Net change is increase of \$113,787 in 2018 over prior year budget, including:

\$ 81,537 more overall in SW
 \$ 32,250 more overall OE

Salary increase includes full year's salary for an employee that was transferred to Community Development, step increases, and longevity. Note that tallies include \$35,000 deduction that is reimbursed by CDBG funds.

Operating expense increases are mostly attributed to zoning ordinance preparation and the contracts for North End Redevelopment Plan and Green Acres Diversion. The previous balances of those contracts will be released to be used toward surplus, but technically cannot be carried forward..



Department of Community Development Budget

ACCOUNT	2017 Appropriated	2017 Paid/Charged	2018 Requested	Difference Over Prior Year
Grants Management OE	\$40,000	\$40,000	\$42,000	\$2000.00
Community Development S&W	\$393,071	\$371,216	\$469,986	\$76,915
Community Development OE	\$5,750	\$5,372	\$5,750	\$0
Historic Preservation OE	\$17,500	\$16,924	\$17,500	\$0
Planning Board S&W	\$88,676	\$86,817	\$89,622	\$946
Planning Board OE	\$112,100	\$64,333	\$102,100	(\$10,000)
Zoning Board OE	\$120,000	\$73,812	\$110,000	(\$10,000)
Zoning Office S&W	\$187,904	\$186,903	\$191,580	\$3,676
Zoning Office OE	\$1,750	\$1,542	\$1,750	\$0
Redevelopment OE	\$520,750	\$368,957	\$571,000	\$50,250
Master Plan OE	\$100,000	\$100,000	\$100,000	\$0
TOTAL	\$1,587,501	\$1,315,876	\$1,701,288	\$113,787