

Planning



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Description

The Planning Department is responsible for the long-term growth of the City. The department performs this planning effort primarily by implementing the General Plan, creating and refining land use policies, amending community plans and implementing the plans through enabling documents such as the Land Development Code. Updates take into account community values and priorities, state laws, development pressure and changing regional and citywide needs over time. Given the complex nature of these documents, the Department has been structured into three divisions, each having focused specialties and staff with varied technical disciplines: Community Planning & Implementation, Environment & Mobility Planning, and Financial & Administrative Services.

The Community Planning & Implementation Division is responsible for maintaining a comprehensive, citywide General Plan, Community Plans and other long-range plans. The Division also updates and amends the Land Development Code to implement the policy goals of these plans. The Division recently created a Housing Policy Section which tracks our annual housing data to be reported to Housing & Community Development (HCD); tracking state bills and prepares the department's Annual Housing Inventory Report. The Division also recently created a Historic Preservation Planning & Urban Design section which is responsible for the City's long-range historic preservation efforts, including developing historic preservation policies and regulations in support of the General Plan and Community Plans; preparation of historic context statements and surveys; and preparation and processing of new historic district nominations; along with Urban Design support for our comprehensive community plan updates.

The Environment & Mobility Planning Division is responsible for creating and implementing General Plan policies related to mobility and circulation, recreation, land use, conservation, resource management and environmental protection. The Division establishes citywide CEQA-specific policies and thresholds and conducts reviews of all City projects and other actions under CEQA. Mobility Planning includes long-range planning for all modes of transportation, including cars, transit-supportive connections, bicycle facilities, and pedestrian improvements.

The Financial & Administrative Services (F&AS) Division serves as the center for all financial, technical, and administrative activities for the Department. This Division is responsible for developing, updating and administering programs and plans that provide funding sources to assist in the department's operations as well as the financing of community serving infrastructure, such as roads, parks, recreation facilities, libraries, and fire and police stations. The Public Facilities Planning section updates General Plan implementation plans and policies. The section also administers the Development Impact Fee (DIF) program for the City.

The mission is:

To envision, plan, and create a world-class city

Planning

The vision is:

An innovative and collaborative leader in planning

Goals and Objectives

Goal 1: Balance growth, preservation, and conservation in our land use plans and programs

- Promote sustainable and responsible development
- Practice preservation of our natural, physical, and cultural environment

Goal 2: Foster public and community trust

- Improve transparency regarding our department efforts
- Promote inclusiveness, equity, and effective communication

Goal 3: Achieve operational efficiencies

- Enhance productivity with consideration of budget and overall City priorities
- Invest in staff development and technology

Key Performance Indicators

| Performance Indicator | FY2018 Target | FY2018 Actual | FY2019 Target | FY2019 Actuals | FY2020 Target |
|--|---------------|---------------|---------------|----------------|---------------|
| Percent of achieved major milestones associated with environmental resource initiatives ¹ | 80% | 47% | 80% | 67% | 80% |
| Percent of achieved major milestones associated with planning initiatives | 80% | 83% | 80% | 80% | 80% |
| Percent of achieved major milestones associated with policy implementation measures ² | N/A | N/A | 80% | 67% | 80% |
| Percent of department's non-personnel expenditures (NPE) work program funded by grants | N/A | N/A | 35% | 34% | 35% |

1. KPI is below targeted 80% due to conducting analysis to address issue areas raised by stakeholders.

2. New KPI created in FY2019; KPI is below targeted 80% due to impacted legislative calendar and ability to docket items.



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Department Summary

| | FY2018 Actual | FY2019 Budget | FY2020 Adopted | FY2019-2020 Change |
|--------------------------------------|----------------------|----------------------|----------------------|-----------------------|
| FTE Positions (Budgeted) | 64.95 | 64.95 | 65.75 | 0.80 |
| Personnel Expenditures | \$ 7,531,388 | \$ 8,263,712 | \$ 8,708,467 | \$ 444,755 |
| Non-Personnel Expenditures | 3,879,747 | 4,293,589 | 5,632,778 | 1,339,189 |
| Total Department Expenditures | \$ 11,411,135 | \$ 12,557,301 | \$ 14,341,245 | \$ 1,783,944 |
| Total Department Revenue | \$ 3,733,057 | \$ 3,973,287 | \$ 5,563,166 | \$ 1,589,879 |

General Fund

Department Expenditures

| | FY2018 Actual | FY2019 Budget | FY2020 Adopted | FY2019-2020 Change |
|-------------------------------------|---------------------|---------------------|---------------------|-----------------------|
| Community Planning & Implementation | \$ 4,150,064 | \$ 4,049,261 | \$ 4,064,438 | \$ 15,177 |
| Environment & Mobility Planning | 3,361,015 | 3,859,782 | 3,672,926 | (186,856) |
| Planning | 1,821,375 | 1,998,258 | 2,238,881 | 240,623 |
| Total | \$ 9,332,454 | \$ 9,907,301 | \$ 9,976,245 | \$ 68,944 |

Department Personnel

| | FY2018 Budget | FY2019 Budget | FY2020 Adopted | FY2019-2020 Change |
|-------------------------------------|------------------|------------------|-------------------|-----------------------|
| Community Planning & Implementation | 32.95 | 26.95 | 27.75 | 0.80 |
| Environment & Mobility Planning | 21.00 | 27.00 | 26.00 | (1.00) |
| Planning | 11.00 | 11.00 | 12.00 | 1.00 |
| Total | 64.95 | 64.95 | 65.75 | 0.80 |

Significant Budget Adjustments

| | FTE | Expenditures | Revenue |
|--|------|--------------|------------|
| Addition of Associate Planner and Senior Traffic Engineer | 2.00 | \$ 237,028 | \$ 237,172 |
| Addition of 1.00 Associate Planner, 1.00 Senior Traffic Engineer, and associated revenue to support Transit Priority Area Non-Residential study, community plan updates and various feasibility studies. | | | |
| Salary and Benefit Adjustments | 0.00 | 186,844 | - |
| Adjustments to reflect savings resulting from vacant positions for any period of the fiscal year, retirement contributions, retiree health contributions, and labor negotiations. | | | |
| Community Outreach Program Manager | 1.00 | 151,634 | 151,707 |
| Addition of 1.00 Program Manager to manage the Civic Engagement and the Community Outreach Program. | | | |
| Support for Information Technology | 0.00 | 148,437 | - |
| Adjustment to expenditure allocations according to a zero-based annual review of information technology funding requirements. | | | |
| Translation Services | 0.00 | 50,000 | - |
| Addition of non-personnel expenditures for translation services to support Community Planning Groups. | | | |
| Pay-in-Lieu of Annual Leave Adjustments | 0.00 | 15,283 | - |
| Adjustment to expenditures associated with projected compensation to employees in-lieu of the use of annual leave. | | | |

Planning

Significant Budget Adjustments

| | FTE | Expenditures | Revenue |
|---|----------------|------------------|----------------|
| Non-Discretionary Adjustment Adjustment to expenditure allocations that are determined outside of the department's direct control. These allocations are generally based on prior year expenditure trends and examples of these include utilities, insurance, and rent. | 0.00 | (27,029) | - |
| Non-Standard Hour Personnel Funding Funding allocated according to a zero-based annual review of hourly funding requirements. | (1.20) | (35,519) | - |
| Park Project Development Transfer of 1.00 FTE position and associated non-personnel expenditures from the Planning Department to the Parks and Recreation Department. | (1.00) | (110,515) | - |
| One-Time Additions and Annualizations Adjustment to reflect one-time revenues and expenditures, and the annualization of revenues and expenditures, implemented in Fiscal Year 2019. | 0.00 | (250,000) | (30,000) |
| Contractual Services Reduction Reduction of non-personnel expenditures related to contractual services for citywide planning efforts. | 0.00 | (297,219) | - |
| Revised Revenue Adjustment to reflect revised revenue projections. | 0.00 | - | (80,000) |
| Total | 0.80 \$ | 68,944 \$ | 278,879 |

Expenditures by Category

| | FY2018 Actual | FY2019 Budget | FY2020 Adopted | FY2019-2020 Change |
|-------------------------------|---------------------|---------------------|---------------------|-----------------------|
| PERSONNEL | | | | |
| Personnel Cost | \$ 4,384,434 | \$ 4,978,661 | \$ 5,297,429 | 318,768 |
| Fringe Benefits | 3,146,954 | 3,285,051 | 3,411,038 | 125,987 |
| PERSONNEL SUBTOTAL | 7,531,388 | 8,263,712 | 8,708,467 | 444,755 |
| NON-PERSONNEL | | | | |
| Supplies | \$ 64,995 | \$ 58,785 | \$ 54,480 | (4,305) |
| Contracts | 1,476,170 | 1,335,141 | 812,629 | (522,512) |
| Information Technology | 241,282 | 232,893 | 381,330 | 148,437 |
| Energy and Utilities | 8,735 | 6,500 | 9,069 | 2,569 |
| Other | 9,885 | 10,270 | 10,270 | - |
| NON-PERSONNEL SUBTOTAL | 1,801,066 | 1,643,589 | 1,267,778 | (375,811) |
| Total | \$ 9,332,454 | \$ 9,907,301 | \$ 9,976,245 | 68,944 |

Revenues by Category

| | FY2018 Actual | FY2019 Budget | FY2020 Adopted | FY2019-2020 Change |
|----------------------|---------------------|---------------------|---------------------|-----------------------|
| Charges for Services | \$ 1,231,892 | \$ 1,323,187 | \$ 1,602,066 | 278,879 |
| Licenses and Permits | 16,940 | - | - | - |
| Other Revenue | 802 | 100 | 100 | - |
| Total | \$ 1,249,634 | \$ 1,323,287 | \$ 1,602,166 | 278,879 |

Personnel Expenditures

| Job Number | Job Title / Wages | FY2018 Budget | FY2019 Budget | FY2020 Adopted | Salary Range | Total |
|---------------------------------|-----------------------|------------------|------------------|-------------------|--------------------|-----------|
| FTE, Salaries, and Wages | | | | | | |
| 20000011 | Account Clerk | 1.00 | 1.00 | 1.00 | \$ 33,605 - 40,459 | \$ 38,482 |
| 20000024 | Administrative Aide 2 | 1.00 | 1.00 | 1.00 | 45,444 - 54,769 | 45,444 |

Planning

Personnel Expenditures

| Job Number | Job Title / Wages | FY2018 Budget | FY2019 Budget | FY2020 Adopted | Salary Range | Total |
|--|------------------------------------|------------------|------------------|-------------------|------------------|---------------------|
| 20000116 | Assistant Engineer-Traffic | 3.00 | 3.00 | 3.00 | 61,752 - 74,407 | 210,566 |
| 20001083 | Assistant Planning Director | 1.00 | 1.00 | 1.00 | 33,863 - 185,643 | 149,394 |
| 20000167 | Associate Engineer-Traffic | 3.00 | 3.00 | 3.00 | 71,099 - 85,860 | 255,251 |
| 20000119 | Associate Management Analyst | 1.00 | 1.00 | 1.00 | 57,691 - 69,723 | 56,826 |
| 20000162 | Associate Planner | 9.00 | 9.00 | 10.00 | 65,061 - 84,515 | 725,718 |
| 20000539 | Clerical Assistant 2 | 1.00 | 1.00 | 1.00 | 31,929 - 38,482 | 38,482 |
| 20000303 | Community Development Specialist 4 | 1.00 | 1.00 | 0.00 | 71,249 - 86,311 | - |
| 20001168 | Deputy Director | 1.00 | 1.00 | 1.00 | 50,128 - 184,332 | 139,507 |
| 20001179 | Deputy Planning Director | 1.00 | 1.00 | 1.00 | 50,128 - 184,332 | 133,387 |
| 20000105 | Development Project Manager 3 | 4.00 | 4.00 | 5.00 | 81,949 - 99,074 | 465,316 |
| 20000924 | Executive Assistant | 1.00 | 1.00 | 1.00 | 46,475 - 56,208 | 53,276 |
| 20000290 | Information Systems Analyst 2 | 1.00 | 2.00 | 2.00 | 57,691 - 69,723 | 127,414 |
| 20000998 | Information Systems Analyst 4 | 1.00 | 1.00 | 1.00 | 71,249 - 86,311 | 86,311 |
| 20000669 | Park Designer | 4.00 | 4.00 | 3.00 | 71,141 - 85,903 | 242,948 |
| 20000680 | Payroll Specialist 2 | 1.00 | 1.00 | 1.00 | 38,783 - 49,160 | 46,309 |
| 20001132 | Planning Director | 1.00 | 1.00 | 1.00 | 63,127 - 239,144 | 186,738 |
| 90001145 | Planning Intern - Hourly | 1.20 | 1.20 | 0.00 | 25,913 - 31,155 | - |
| 20000743 | Principal Engineering Aide | 2.00 | 1.00 | 1.00 | 53,351 - 64,610 | 64,610 |
| 20001222 | Program Manager | 3.00 | 3.00 | 4.00 | 50,128 - 184,332 | 445,758 |
| 20000015 | Senior Management Analyst | 2.00 | 2.00 | 2.00 | 63,342 - 76,578 | 152,007 |
| 20000918 | Senior Planner | 17.75 | 17.75 | 17.75 | 74,966 - 97,427 | 1,591,762 |
| 20000926 | Senior Traffic Engineer | 2.00 | 2.00 | 3.00 | 81,949 - 99,074 | 288,283 |
| 20000970 | Supervising Management Analyst | 1.00 | 1.00 | 1.00 | 71,249 - 86,311 | 86,311 |
| | Bilingual - Regular | | | | | 5,824 |
| | Budgeted Vacancy Savings | | | | | (545,318) |
| | Infrastructure Registration Pay | | | | | 72,333 |
| | Landscape Architect Lic | | | | | 12,885 |
| | Overtime Budgeted | | | | | 15,000 |
| | Reg Pay For Engineers | | | | | 91,322 |
| | Vacation Pay In Lieu | | | | | 15,283 |
| FTE, Salaries, and Wages Subtotal | | 64.95 | 64.95 | 65.75 | | \$ 5,297,429 |

| | FY2018 Actual | FY2019 Budget | FY2020 Adopted | FY2019-2020 Change |
|-------------------------------------|---------------------|---------------------|---------------------|-----------------------|
| Fringe Benefits | | | | |
| Employee Offset Savings | \$ 29,190 | \$ 30,004 | \$ 31,463 | 1,459 |
| Flexible Benefits | 659,013 | 718,835 | 705,738 | (13,097) |
| Medicare | 67,420 | 71,495 | 76,370 | 4,875 |
| Other Post-Employment Benefits | 343,187 | 367,440 | 361,375 | (6,065) |
| Retiree Medical Trust | 4,692 | 6,280 | 6,911 | 631 |
| Retirement 401 Plan | 2,674 | 3,206 | 2,571 | (635) |
| Retirement ADC | 1,672,098 | 1,586,590 | 1,746,315 | 159,725 |
| Retirement DROP | 9,336 | 9,120 | 7,175 | (1,945) |
| Risk Management Administration | 56,492 | 63,180 | 71,095 | 7,915 |
| Supplemental Pension Savings Plan | 273,954 | 335,525 | 369,143 | 33,618 |
| Unemployment Insurance | 7,685 | 8,181 | 7,834 | (347) |
| Workers' Compensation | 21,211 | 85,195 | 25,048 | (60,147) |
| Fringe Benefits Subtotal | \$ 3,146,954 | \$ 3,285,051 | \$ 3,411,038 | \$ 125,987 |
| Total Personnel Expenditures | | | \$ 8,708,467 | |

General Plan Maintenance Fund

Department Expenditures

| | FY2018 Actual | FY2019 Budget | FY2020 Adopted | FY2019-2020 Change |
|-------------------------------------|---------------------|---------------------|---------------------|-----------------------|
| Community Planning & Implementation | \$ 1,844,272 | \$ 1,743,508 | \$ 4,058,508 | \$ 2,315,000 |
| Environment & Mobility Planning | 234,409 | 906,492 | 306,492 | (600,000) |
| Total | \$ 2,078,681 | \$ 2,650,000 | \$ 4,365,000 | \$ 1,715,000 |

Significant Budget Adjustments

| | FTE | Expenditures | Revenue |
|--|-------------|---------------------|---------------------|
| General Plan Maintenance Fee Increase Addition of non-personnel expenditures and associated revenue to support the Parks Master Plan, Community Plan Updates, Housing Affordability Program, and other work program initiatives. | 0.00 | \$ 1,761,000 | \$ 1,761,000 |
| Fiscal Year 2018 Fund Balance Addition of one-time non-personnel expenditures related to the fund's Fiscal Year 2018 carry forward balance for Community Plan Updates. | 0.00 | 404,000 | - |
| Reduction of Miscellaneous Services Reduction of miscellaneous services to balance with forecasted revenue from permit applications. | 0.00 | (450,000) | - |
| Revised Revenue Adjustment to reflect revised revenue projections. | 0.00 | - | (450,000) |
| Total | 0.00 | \$ 1,715,000 | \$ 1,311,000 |

Expenditures by Category

| | FY2018 Actual | FY2019 Budget | FY2020 Adopted | FY2019-2020 Change |
|-------------------------------|---------------------|---------------------|---------------------|-----------------------|
| NON-PERSONNEL | | | | |
| Contracts | \$ 2,078,681 | \$ 2,650,000 | \$ 4,365,000 | \$ 1,715,000 |
| NON-PERSONNEL SUBTOTAL | 2,078,681 | 2,650,000 | 4,365,000 | 1,715,000 |
| Total | \$ 2,078,681 | \$ 2,650,000 | \$ 4,365,000 | \$ 1,715,000 |

Revenues by Category

| | FY2018 Actual | FY2019 Budget | FY2020 Adopted | FY2019-2020 Change |
|-------------------------|---------------------|---------------------|---------------------|-----------------------|
| Licenses and Permits | \$ 2,475,543 | \$ 2,650,000 | \$ 3,961,000 | \$ 1,311,000 |
| Rev from Money and Prop | 7,879 | - | - | - |
| Total | \$ 2,483,423 | \$ 2,650,000 | \$ 3,961,000 | \$ 1,311,000 |

Revenue and Expense Statement (Non-General Fund)

| General Plan Maintenance Fund | FY2018 Actual | FY2019* Budget | FY2020 Adopted |
|---|---------------------|---------------------|---------------------|
| BEGINNING BALANCE AND RESERVES | | | |
| Balance from Prior Year | \$ - | \$ - | \$ 448,282 |
| TOTAL BALANCE AND RESERVES | \$ - | \$ - | \$ 448,282 |
| REVENUE | | | |
| Licenses and Permits | \$ 2,475,543 | \$ 2,650,000 | \$ 3,961,000 |
| Revenue from Use of Money and Property | 7,879 | - | - |
| TOTAL REVENUE | \$ 2,483,423 | \$ 2,650,000 | \$ 3,961,000 |
| TOTAL BALANCE, RESERVES, AND REVENUE | \$ 2,483,423 | \$ 2,650,000 | \$ 4,409,282 |
| OPERATING EXPENSE | | | |
| Contracts | \$ 2,078,681 | \$ 2,650,000 | \$ 4,365,000 |
| TOTAL OPERATING EXPENSE | \$ 2,078,681 | \$ 2,650,000 | \$ 4,365,000 |
| TOTAL EXPENSE | \$ 2,078,681 | \$ 2,650,000 | \$ 4,365,000 |
| BALANCE | \$ 404,742 | \$ - | \$ 44,282 |
| TOTAL BALANCE, RESERVES, AND EXPENSE | \$ 2,483,423 | \$ 2,650,000 | \$ 4,409,282 |

* At the time of publication, financial statements for Fiscal Year 2019 were not available. Therefore, the Fiscal Year 2019 Revenues, Expenditures, and Fund Balances reflect those amounts as published in the Fiscal Year 2019 Adopted Budget. Fiscal Year 2020 Beginning Fund Balance reflects the projected Fiscal Year 2019 Ending Fund Balance based on updated Revenue and Expenditure Projections for Fiscal Year 2019.



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Public Facilities Planning

Department Summary

| | FY2018 Actual | FY2019 Budget | FY2020 Adopted | FY2019-2020 Change |
|--------------------------------------|---------------------|---------------------|---------------------|-----------------------|
| FTE Positions (Budgeted) | 16.35 | 18.00 | 18.00 | 0.00 |
| Personnel Expenditures | \$ 2,031,576 | \$ 2,306,560 | \$ 2,310,727 | \$ 4,167 |
| Non-Personnel Expenditures | 684,049 | 765,401 | 789,127 | 23,726 |
| Total Department Expenditures | \$ 2,715,625 | \$ 3,071,961 | \$ 3,099,854 | \$ 27,893 |
| Total Department Revenue | \$ 2,710,025 | \$ 3,071,961 | \$ 3,100,248 | \$ 28,287 |

Facilities Financing Fund

Department Expenditures

| | FY2018 Actual | FY2019 Budget | FY2020 Adopted | FY2019-2020 Change |
|----------------------------|---------------------|---------------------|---------------------|-----------------------|
| Public Facilities Planning | \$ 2,715,625 | \$ 3,071,961 | \$ 3,099,854 | \$ 27,893 |
| Total | \$ 2,715,625 | \$ 3,071,961 | \$ 3,099,854 | \$ 27,893 |

Department Personnel

| | FY2018 Budget | FY2019 Budget | FY2020 Adopted | FY2019-2020 Change |
|----------------------------|------------------|------------------|-------------------|-----------------------|
| Public Facilities Planning | 16.35 | 18.00 | 18.00 | 0.00 |
| Total | 16.35 | 18.00 | 18.00 | 0.00 |

Significant Budget Adjustments

| | FTE | Expenditures | Revenue |
|--|------|--------------|---------|
| Non-Discretionary Adjustment | 0.00 | \$ 356,917 | - |
| Adjustment to expenditure allocations that are determined outside of the department's direct control. These allocations are generally based on prior year expenditure trends and examples of these include utilities, insurance, and rent. | | | |
| Relocation to 101 Ash Street | 0.00 | 33,710 | - |
| Addition of one-time non-personnel expenditures related to relocation into the 101 Ash Street building. | | | |
| Pay-in-Lieu of Annual Leave Adjustments | 0.00 | 5,548 | - |
| Adjustment to expenditures associated with projected compensation to employees in-lieu of the use of annual leave. | | | |
| Salary and Benefit Adjustments | 0.00 | (1,381) | - |
| Adjustments to reflect savings resulting from vacant positions for any period of the fiscal year, retirement contributions, retiree health contributions, and labor negotiations. | | | |
| One-Time Additions and Annualizations | 0.00 | (71,975) | - |
| Adjustment to reflect one-time revenues and expenditures, and the annualization of revenues and expenditures, implemented in Fiscal Year 2019. | | | |
| Support for Information Technology | 0.00 | (74,983) | - |
| Adjustment to expenditure allocations according to a zero-based annual review of information technology funding requirements. | | | |
| Rent Reclassification | 0.00 | (219,943) | - |
| Reclassification of rent expenditures from discretionary to non-discretionary. | | | |

Public Facilities Planning

Significant Budget Adjustments

| | FTE | Expenditures | Revenue |
|--|----------------|------------------|---------------|
| Revised Revenue | 0.00 | - | 28,287 |
| Adjustment to reflect revised revenue projections. | | | |
| Total | 0.00 \$ | 27,893 \$ | 28,287 |

Expenditures by Category

| | FY2018 Actual | FY2019 Budget | FY2020 Adopted | FY2019-2020 Change |
|-------------------------------|---------------------|---------------------|---------------------|-----------------------|
| PERSONNEL | | | | |
| Personnel Cost | \$ 1,131,261 | \$ 1,321,054 | \$ 1,361,164 | 40,110 |
| Fringe Benefits | 900,315 | 985,506 | 949,563 | (35,943) |
| PERSONNEL SUBTOTAL | 2,031,576 | 2,306,560 | 2,310,727 | 4,167 |
| NON-PERSONNEL | | | | |
| Supplies | \$ 10,062 | \$ 10,000 | \$ 8,000 | (2,000) |
| Contracts | 544,061 | 357,014 | 677,666 | 320,652 |
| Information Technology | 129,051 | 176,604 | 101,621 | (74,983) |
| Energy and Utilities | 395 | 1,190 | 1,190 | - |
| Other | 480 | 500 | 500 | - |
| Transfers Out | - | 219,943 | - | (219,943) |
| Capital Expenditures | - | 150 | 150 | - |
| NON-PERSONNEL SUBTOTAL | 684,049 | 765,401 | 789,127 | 23,726 |
| Total | \$ 2,715,625 | \$ 3,071,961 | \$ 3,099,854 | 27,893 |

Revenues by Category

| | FY2018 Actual | FY2019 Budget | FY2020 Adopted | FY2019-2020 Change |
|-------------------------|---------------------|---------------------|---------------------|-----------------------|
| Charges for Services | \$ 2,655,171 | \$ 3,021,361 | \$ 3,049,648 | 28,287 |
| Licenses and Permits | 53,000 | 50,000 | 50,000 | - |
| Rev from Money and Prop | (3,321) | 600 | 600 | - |
| Transfers In | 5,176 | - | - | - |
| Total | \$ 2,710,025 | \$ 3,071,961 | \$ 3,100,248 | 28,287 |

Personnel Expenditures

| Job Number | Job Title / Wages | FY2018 Budget | FY2019 Budget | FY2020 Adopted | Salary Range | Total |
|---------------------------------|--|------------------|------------------|-------------------|--------------------|-----------|
| FTE, Salaries, and Wages | | | | | | |
| 20000024 | Administrative Aide 2 | 1.00 | 1.00 | 1.00 | \$ 45,444 - 54,769 | \$ 46,815 |
| 20000143 | Associate Engineer-Civil | 0.00 | 1.00 | 1.00 | 71,099 - 85,860 | 80,787 |
| 20000119 | Associate Management Analyst | 2.00 | 3.00 | 3.00 | 57,691 - 69,723 | 165,252 |
| 20000290 | Information Systems Analyst 2 | 0.00 | 1.00 | 1.00 | 57,691 - 69,723 | 68,080 |
| 20000743 | Principal Engineering Aide | 2.00 | 1.00 | 1.00 | 53,351 - 64,610 | 64,610 |
| 20001222 | Program Manager | 1.00 | 1.00 | 1.00 | 50,128 - 184,332 | 131,609 |
| 20000885 | Senior Civil Engineer | 1.00 | 1.00 | 1.00 | 81,949 - 99,074 | 99,074 |
| 20000015 | Senior Management Analyst | 6.00 | 6.00 | 6.00 | 63,342 - 76,578 | 442,403 |
| 20000970 | Supervising Management Analyst | 2.00 | 2.00 | 2.00 | 71,249 - 86,311 | 172,622 |
| 90000970 | Supervising Management Analyst - Hourly | 0.35 | 0.00 | 0.00 | 71,249 - 86,311 | - |
| 20000756 | Word Processing Operator Bilingual - Regular | 1.00 | 1.00 | 1.00 | 33,605 - 40,459 | 40,459 |
| | Infrastructure Registration Pay | | | | | 1,456 |
| | Overtime Budgeted | | | | | 11,868 |
| | Reg Pay For Engineers | | | | | 11,720 |
| | | | | | | 14,861 |

Public Facilities Planning

Personnel Expenditures

| Job Number Job Title / Wages | FY2018 Budget | FY2019 Budget | FY2020 Adopted | Salary Range | Total |
|--|------------------|------------------|-------------------|--------------|------------------|
| Vacation Pay In Lieu | | | | | 9,548 |
| FTE, Salaries, and Wages Subtotal | 16.35 | 18.00 | 18.00 | \$ | 1,361,164 |

| | FY2018 Actual | FY2019 Budget | FY2020 Adopted | FY2019-2020 Change |
|-------------------------------------|-------------------|-------------------|---------------------|-----------------------|
| Fringe Benefits | | | | |
| Employee Offset Savings | \$ 9,858 | \$ 10,535 | \$ 10,289 | (246) |
| Flexible Benefits | 193,601 | 225,768 | 223,600 | (2,168) |
| Medicare | 16,363 | 17,766 | 18,175 | 409 |
| Other | 32 | - | - | - |
| Other Post-Employment Benefits | 96,032 | 110,232 | 110,250 | 18 |
| Retiree Medical Trust | 717 | 1,223 | 1,152 | (71) |
| Retirement 401 Plan | 1,587 | 1,391 | 1,435 | 44 |
| Retirement ADC | 488,022 | 496,745 | 461,662 | (35,083) |
| Retirement DROP | 6,529 | 4,810 | 8,805 | 3,995 |
| Risk Management Administration | 15,789 | 18,954 | 21,690 | 2,736 |
| Supplemental Pension Savings Plan | 58,355 | 78,403 | 79,092 | 689 |
| Unemployment Insurance | 2,016 | 2,171 | 2,021 | (150) |
| Workers' Compensation | 11,412 | 17,508 | 11,392 | (6,116) |
| Fringe Benefits Subtotal | \$ 900,315 | \$ 985,506 | \$ 949,563 | (35,943) |
| Total Personnel Expenditures | | | \$ 2,310,727 | |

Public Facilities Planning

Revenue and Expense Statement (Non-General Fund)

| Facilities Financing Fund | FY2018 Actual | FY2019* Budget | FY2020 Adopted |
|---|---------------------|---------------------|---------------------|
| BEGINNING BALANCE AND RESERVES | | | |
| Balance from Prior Year | \$ 6,361 | \$ 4,465 | \$ 187,847 |
| TOTAL BALANCE AND RESERVES | \$ 6,361 | \$ 4,465 | \$ 187,847 |
| REVENUE | | | |
| Charges for Services | \$ 2,655,171 | \$ 3,021,361 | \$ 3,049,648 |
| Licenses and Permits | 53,000 | 50,000 | 50,000 |
| Revenue from Use of Money and Property | (3,321) | 600 | 600 |
| Transfers In | 5,176 | - | - |
| TOTAL REVENUE | \$ 2,710,025 | \$ 3,071,961 | \$ 3,100,248 |
| TOTAL BALANCE, RESERVES, AND REVENUE | \$ 2,716,386 | \$ 3,076,426 | \$ 3,288,095 |
| OPERATING EXPENSE | | | |
| Personnel Expenses | \$ 1,131,261 | \$ 1,321,054 | \$ 1,361,164 |
| Fringe Benefits | 900,315 | 985,506 | 949,563 |
| Supplies | 10,062 | 10,000 | 8,000 |
| Contracts | 544,061 | 357,014 | 677,666 |
| Information Technology | 129,051 | 176,604 | 101,621 |
| Energy and Utilities | 395 | 1,190 | 1,190 |
| Other Expenses | 480 | 500 | 500 |
| Transfers Out | - | 219,943 | - |
| Capital Expenditures | - | 150 | 150 |
| TOTAL OPERATING EXPENSE | \$ 2,715,625 | \$ 3,071,961 | \$ 3,099,854 |
| TOTAL EXPENSE | \$ 2,715,625 | \$ 3,071,961 | \$ 3,099,854 |
| BALANCE | \$ 761 | \$ 4,465 | \$ 188,241 |
| TOTAL BALANCE, RESERVES, AND EXPENSE | \$ 2,716,386 | \$ 3,076,426 | \$ 3,288,095 |

* At the time of publication, financial statements for Fiscal Year 2019 were not available. Therefore, the Fiscal Year 2019 Revenues, Expenditures, and Fund Balances reflect those amounts as published in the Fiscal Year 2019 Adopted Budget. Fiscal Year 2020 Beginning Fund Balance reflects the projected Fiscal Year 2019 Ending Fund Balance based on updated Revenue and Expenditure Projections for Fiscal Year 2019.