

Neighborhood Services



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Branch Description

The Neighborhood Services Branch includes 1.00 FTE Deputy Chief Operating Officer and 0.50 FTE Executive Secretary.

The Deputy Chief Operating Officer for Neighborhood Services reports to the Assistant Chief Operating Officer and is responsible for overseeing day-to-day City operations for the Neighborhood Services Branch. This branch includes the following departments and functions:

- Citizens' Review Board on Police Practices
- Commission for Arts & Culture
- Commission on Gang Prevention & Intervention
- Development Services
- Economic Development
- Human Relations Commission
- Library
- Park & Recreation
- Planning

The Citizens' Review Board on Police Practices (CRB) seeks to increase public confidence in, and effectiveness of, the San Diego Police Department through review of serious complaints brought by members of the public against officers and to evaluate discipline arising from such events. The Board also reviews officer-involved shootings, in-custody deaths, and all actions that result in the death of a person.

The Commission for Arts & Culture is responsible for making all recommendations for City funding pertaining to arts and culture through its two competitive application programs. In addition, the Commission provides and/or supports professional development opportunities to the non-profit arts and culture sector in such areas as grant writing, non-profit management, marketing, and arts education. The Commission also administers the Public Art Program which oversees the commission of new artworks in capital improvement projects, the installation of art in private development projects, and the management of the City's art collection. Working with local, regional, and national partners, the Commission also strives to market San Diego as a preferred destination for cultural tourists.

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The City's Commission on Gang Prevention & Intervention is tasked with developing a strategic, coordinated, and collaborative effort between the City, law enforcement agencies, social service providers, and the general public with the objective of significantly curtailing gang involvement and its negative impact in the City of San Diego.

The Development Services Department (DSD) provides review, permit, inspection, current planning, and code enforcement services for private and public development projects throughout the City of San Diego to ensure healthy, safe, and livable neighborhoods. The Department's major functions include Entitlements, Building Construction and Safety, Current Planning, and Neighborhood Code Enforcement which are organized to efficiently plan and manage the development process for the complete lifecycle of development in the City.

The Economic Development Department (EDD) administers an array of programs that support local businesses and invest in neighborhoods. It is organized into three divisions consisting of the Office of Economic Growth Services (EGS), the Office of Small Business (OSB), and the Housing and Urban Development (HUD) Programs Administration (HPA) unit. EGS focuses on business expansion, attraction, and retention efforts. OSB administers several programs for small business development with a focus on revitalizing older business communities. HPA oversees federally-funded grant programs.

The Human Relations Commission (HRC) conducts and promotes activities that foster mutual respect and understanding and protects basic human rights. In addition, the Commission promotes measures to eliminate prejudice, intolerance, and discrimination against any individual or group. Three major strategies - community collaborations, community education, and advice to the Mayor and City Council are at the core of the Human Relations Commission's activities.

The San Diego Public Library system serves the educational, cultural, business, and recreational needs of San Diego's diverse communities through its collection of more than 5.3 million books including e-books and audio-visual materials, 3,313 periodical subscriptions, 1.6 million government documents, and over 269,282 books in 25 languages other than English.

The Park & Recreation Department provides a multitude of facilities and services for neighborhoods and plays a key role in the quality of life for San Diego as a whole. The Department manages three major service areas that contribute to various Mayor and City Council priorities: Parks and Open Space, Recreational Facilities, and Recreational Programs.

The Planning Department is charged with conducting long-range planning of San Diego's communities and neighborhoods. The Department is organized into two main divisions: Long-Range Planning (including the Civic & Urban Initiatives) and Facilities Financing.

The Neighborhood Services Branch's mission is:

Making San Diego's neighborhoods a better place to live, work, and play

Goals and Objectives

The following goals and objectives represent the action plan for the Branch:

Goal 1: Promote human and civil rights, cultural proficiency, community connectedness, and acceptance of all persons

The Branch will move toward accomplishing this goal by focusing on the following objectives:

- Encourage and support relationships between different organizations and sectors (public, private, and community) who are working toward mutual understanding and elimination of prejudice
- Provide regular, organized information on social justice issues of concern in underserved communities to the Mayor and City Council, City government, and community.

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- Promote understanding and inclusion, sensitize the community to social justice issues, and enhance civic engagement

Goal 2: Effectively review and evaluate serious complaints made against the San Diego Police Department

The Branch will move toward accomplishing this goal by focusing on the following objectives:

- Provide timely, thorough, and fair reviews of officer-related citizen complaints and officer-involved shootings
- Make recommendations to the Mayor and Chief of Police regarding improvements in policy, procedures, or training to promote fair and humane policing
- Raise visibility and awareness of the Citizens' Review Board on Police Practices (CRB) with the public, City officials, and community organizations

Key Performance Indicators

Performance Measures	Actual FY2013	Actual FY2014	Target FY2015
1. Percent of complaints in which the Citizens' Review Board on Police Practices renders a decision within 60 days of assignment to Review Team	45%	42%	55%
2. Number of community events and educational forums that promote understanding and inclusion which the Human Relations Commissions hosted or was actively involved in	110	125	140

Service Efforts and Accomplishments

Human Relations Commission

- Hosted legislative breakfast with the Hunger Advocacy Network highlighting initiatives and bills that increase food security locally
- Co-sponsored several community events, screenings, and discussions focusing on race relations, eliminating hate-motivated behavior, poverty, and hunger
- Hosted annual recognition ceremony to acknowledge and honor individuals and/or groups demonstrating the values of equality, inclusion, and safety
- Received, reviewed, and investigated discrimination complaints, and provided referral resources as needed
- Participated in state wide training and planned coordinated efforts on human relations issues

Citizens' Review Board on Police Practices

- Performed outreach, screening, and provided extensive orientation to prepare a new class of members
- Held Open Session Meetings in community rooms around the City to encourage public participation
- Recommended implementation of new policy regarding collection of evidence when submitting complaints
- Provided training on transport, booking, and housing procedures in coordination with a visit to the Las Colinas Women's Detention Facility
- Updated the resource and procedures notebook for board members called the Red Binder
- Published four quarterly reports including case statistics and action items



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Department Summary

	FY2013 Actual	FY2014 Budget	FY2015 Adopted	FY2014–2015 Change
FTE Positions (Budgeted)	0.00	0.00	5.50	5.50
Personnel Expenditures	\$ -	\$ -	\$ 911,096	\$ 911,096
Non-Personnel Expenditures	-	-	59,802	59,802
Total Department Expenditures	\$ -	\$ -	\$ 970,898	\$ 970,898
Total Department Revenue	\$ -	\$ -	\$ -	\$ -

General Fund

Department Expenditures

	FY2013 Actual	FY2014 Budget	FY2015 Adopted	FY2014–2015 Change
Neighborhood Services	\$ -	\$ -	\$ 970,898	\$ 970,898
Total	\$ -	\$ -	\$ 970,898	\$ 970,898

Department Personnel

	FY2013 Budget	FY2014 Budget	FY2015 Adopted	FY2014–2015 Change
Neighborhood Services	0.00	0.00	5.50	5.50
Total	0.00	0.00	5.50	5.50

Significant Budget Adjustments

	FTE	Expenditures	Revenue
Management Reorganization Addition of 1.00 Deputy Chief Operating Officer and 0.50 Executive Secretary and associated non-personnel expenditures to implement the Improvement to Government Operations Plan as approved by the City Council.	1.50	\$ 385,450	\$ -
Human Relations Commission and Citizens' Review Board Transfer of the Human Relations Commission and the Citizens' Review Board from the Human Resources Department to the Neighborhood Services Department.	2.00	288,100	-
Addition of Executive Director Addition of 1.00 Executive Director to restore a full-time position for the Citizens' Review Board.	1.00	182,968	-
Gang Commission Transfer of the Gang Commission from the Administration Department to the Neighborhood Services Department.	1.00	130,452	-
Executive Secretary Transfer Transfer of 1.00 Executive Secretary from the Administration Department to the Neighborhood Services Department to support the Human Relations Commission and the Citizens' Review Board.	1.00	96,454	-
Equipment/Support for Information Technology Adjustment to expenditure allocations according to a zero-based annual review of information technology funding requirements and priority analyses.	0.00	11,496	-

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Significant Budget Adjustments (Cont'd)

	FTE	Expenditures	Revenue
Non-Discretionary Adjustment	0.00	4,237	-
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.			
Reduction of Senior Department Human Resources Analyst	(1.00)	(128,259)	-
Reduction of 1.00 Senior Department Human Resources Analyst.			
Total	5.50	\$ 970,898	\$ -

Expenditures by Category

	FY2013 Actual	FY2014 Budget	FY2015 Adopted	FY2014-2015 Change
PERSONNEL				
Personnel Cost	\$ -	\$ -	\$ 584,999	\$ 584,999
Fringe Benefits	-	-	326,097	326,097
PERSONNEL SUBTOTAL	-	-	911,096	911,096
NON-PERSONNEL				
Supplies	\$ -	\$ -	\$ 6,931	\$ 6,931
Contracts	-	-	29,182	29,182
Information Technology	-	-	11,496	11,496
Energy and Utilities	-	-	2,500	2,500
Other	-	-	6,300	6,300
Transfers Out	-	-	3,393	3,393
NON-PERSONNEL SUBTOTAL	-	-	59,802	59,802
Total	\$ -	\$ -	\$ 970,898	\$ 970,898

Personnel Expenditures

Job Number	Job Title / Wages	FY2013 Budget	FY2014 Budget	FY2015 Adopted	Salary Range	Total
FTE, Salaries, and Wages						
20001118	Deputy Chief Operating Officer	0.00	0.00	1.00	\$59,155 - \$224,099	\$ 200,000
20001220	Executive Director	0.00	0.00	3.00	46,966 - 172,744	306,000
20000924	Executive Secretary	0.00	0.00	1.50	43,555 - 52,666	78,999
FTE, Salaries, and Wages Subtotal		0.00	0.00	5.50		\$ 584,999

	FY2013 Actual	FY2014 Budget	FY2015 Adopted	FY2014-2015 Change
Fringe Benefits				
Employee Offset Savings	\$ -	\$ -	\$ 10,030	\$ 10,030
Flexible Benefits	-	-	49,361	49,361
Long-Term Disability	-	-	2,014	2,014
Medicare	-	-	8,483	8,483
Other Post-Employment Benefits	-	-	33,363	33,363
Retirement ADC	-	-	182,198	182,198
Retirement DROP	-	-	6,039	6,039
Risk Management Administration	-	-	5,209	5,209
Supplemental Pension Savings Plan	-	-	24,283	24,283
Unemployment Insurance	-	-	1,153	1,153

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	FY2013 Actual	FY2014 Budget	FY2015 Adopted	FY2014-2015 Change
Workers' Compensation	-	-	3,964	3,964
Fringe Benefits Subtotal	\$ -	\$ -	\$ 326,097	\$ 326,097
Total Personnel Expenditures			\$ 911,096	



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