



THE CITY OF SAN DIEGO

M E M O R A N D U M

DATE: May 7, 2009

TO: Honorable Councilmember Tony Young, Budget Review Committee Chair  
and Budget Review Committee Members

FROM: Nader Tirandazi, Financial Management Director

SUBJECT: Fiscal Year 2010 Budget Review Committee Referral Response

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This memorandum is in response to questions asked at the Budget Review Committee Meeting held on April 30, 2009. The responses are grouped by department in the order that they were reviewed by the Committee.

**POLICE (April 29, 2009)**

**COUNCIL DISTRICT 1**

**QUESTION:** Please explain why there are no Fiscal Year 2010 Performance Measures for response times for Police.

**RESPONSE:** There are no Fiscal Year 2010 measures for Police because the Department operates on a calendar year versus fiscal year basis. As such, Calendar Year 2010 will not be available until Third Quarter, Fiscal Year 2011. All of the Department's activities are scheduled (and corresponding data is collected) during the January-December timeframe which is consistent with police departments in other jurisdictions.

**FIRE-RESCUE**

**COUNCIL DISTRICT 7**

**QUESTION:** Please provide the total amount owed on Copter 2, as well as the amount of the payments.

Honorable Councilmember Tony Young, Budget Review Committee Chair  
 and Budget Review Committee Members  
 May 7, 2009

**RESPONSE:** The cost of the second Fire-Rescue helicopter is approximately \$15.6 million (\$10.9 million in principal and \$4.7 million in interest). The annual payments are approximately \$1.0 million over 15 years.

**COUNCIL DISTRICT 5**

**QUESTION:** Please provide the number of plans reviewed in the last five years by Development Services/Fire-Rescue Department including information on staffing levels. Please also provide information on the Department’s budget obligation and anticipated reimbursable costs based on work performed (i.e. fire building plans).

**RESPONSE:** **Table 1** below represents the number of plan check review/inspections conducted during each calendar year between 2005 and current year 2009. Staffing levels for each year are also included.

**Table 1**

<b>Item</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009 Estimated</b>
Plan Check Review/Inspections	13,175	15,003	12,690	12,735	12,303
Staffing	15.50	12.50	10.00	8.50	7.00

**Table 2** indicates the Fire Plan Check Program budget, expenditures, and revenue from Fiscal Year 2005 to Fiscal Year 2009 (year-to-date). All program costs are fully reimbursable.

**Table 2**

<b>Item</b>	<b>FY2005</b>	<b>FY2006</b>	<b>FY2007</b>	<b>FY2008</b>	<b>FY2009 YTD (4/3/09)</b>
Budget	\$ 2,283,392	\$ 2,731,391	\$ 3,245,524	\$ 2,637,068	\$ 2,879,411
Expended	\$ 1,866,927	\$ 1,878,184	\$ 1,647,589	\$ 1,445,160	\$ 1,138,377
Revenue	\$ 3,960,897	\$ 3,773,324	\$ 3,285,094	\$ 3,311,056	\$ 1,823,656

**QUESTION:** Please provide an analysis of the department’s vacancy savings due to the potential for increase in retirement because of the recent changes in DROP.

**RESPONSE:** The vacancy savings would be negligible for two main reasons: first, the savings realized by vacant positions would be impacted by overtime costs attributed to the need to fill the vacant positions on a daily basis, as well as by the possible need for a second fire academy. Second, there would be additional costs related to terminal leave payouts for retiring employees.

**CITY PLANNING & COMMUNITY INVESTMENT**

**COUNCIL DISTRICT 7**

**QUESTION:** Please indicate how much of the funding for community plan updates is spent on consultants.

**RESPONSE:** Please refer to **Attachment 1** for a breakdown of the community plan update funding spent on City staff and consultants.

**COUNCIL DISTRICT 5**

**QUESTION:** Please provide a breakdown of all deliverable costs associated with the costs of community plan updates from 2007-2010.

**RESPONSE:** Please refer to **Attachment 2** for a list of projects that have received General Fund appropriations since Fiscal Year 2007, and have incurred expenses or encumbrances.

**QUESTION:** Please indicate what is paid to the BID Council, and what the City receives for that contract.

**RESPONSE:** The BID Council contract is for \$315,000; please refer to **Attachment 3** for the Scope of Work outlining what is provided under their contract.

**CITY CLERK**

**COUNCIL DISTRICT 3**

**QUESTION:** Please provide information regarding those departments that transferred staff to work on SAP.

**RESPONSE:** Please refer to **Attachment 4** for a list of positions transferred to work on SAP.

**SAN DIEGO CITY EMPLOYEES' RETIREMENT SYSTEM (SDCERS)**

**COUNCIL DISTRICT 7**

**QUESTION:** Please explain how benefit changes in the new Memorandum of Understandings (MOUs) with labor affect SDCERS' Fiscal Year 2010 budget.

**RESPONSE:** *Referral information is still being retrieved and will be provided in a subsequent memorandum.*

Honorable Councilmember Tony Young, Budget Review Committee Chair  
and Budget Review Committee Members  
May 7, 2009

## **STORM WATER**

### **COUNCIL DISTRICT 7**

**QUESTION:** Please provide a breakdown of what is budgeted in object accounts 4222 and 4279.

**RESPONSE:** Storm Water Department has a spending plan for object accounts 4222—Misc. Contractual Services, 4151—Unclassified Professional Services, and 4279—Other Non-Personnel Expenses. The question specifically addressed object accounts 4222 and 4279; however, the Department has included information regarding object account 4151 in order to provide a more comprehensive understanding of the spending plan. The three object accounts comprise \$27.7 million of the total \$37.2 million in non-personnel expense budgeted. The majority of the remaining \$9.5 million is budgeted in vehicle usage/assignment and promotional advertising.

Funds budgeted in 4222 are used to conduct storm drain infrastructure maintenance, and are a reserve for unanticipated expenses and emergency repairs. Since Storm Water was a new Department in Fiscal Year 2009, funds were budgeted in object account 4222 with the expectation that they would be transferred to other sections to cover increased operating expenses and fund pilot water quality projects.

Please refer to **Attachment 5** for the Department's spending plan for object accounts 4222, 4279, and 4151.

Nader Tirandazi  
Financial Management Director

NT/cg

#### Attachments:

1. Community Plan Update Funding for Staff and Consultants
2. Community Plan Update Costs
3. BID Council Fiscal Year 2009 Scope of Work
4. SAP Position Transfers
5. Fiscal Year 2009 Spending Plan—Storm Water Department

cc: Honorable Mayor Jerry Sanders  
Honorable Members of the City Council  
Jay M. Goldstone, Chief Operating Officer  
Wally Hill, Assistant Chief Operating Officer  
Mary Lewis, Chief Financial Officer

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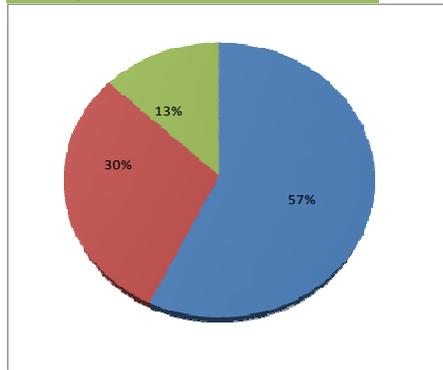
Honorable Councilmember Tony Young, Budget Review Committee Chair  
and Budget Review Committee Members

May 7, 2009

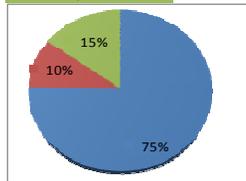
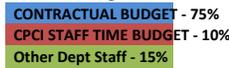
Kris Michell, Chief of Staff  
Jan Goldsmith, City Attorney  
Andrea Tevlin, Independent Budget Analyst  
Kevin Casey, Director of Council Affairs  
Lea Fields-Bernard, Committee Consultant  
Tracy Jarman, Fire Chief  
William Anderson, City Planning & Community Investment Director  
Scott Chadwick, Human Resources Director  
Tony Heinrichs, Director, Storm Water Department  
Julio Canizal, Financial Manager

CPU	CONTRACTUAL BUDGET	Staff Breakdown CPCI Staff	Staff Breakdown Other Department Staff	TOTAL STAFF TIME BUDGET	TOTAL STAFF/ CONTRACTUAL BUDGET	Contractual % of Total Budget	OTHER	CPU TOTAL BUDGET ESTIMATE	CPCI % of Total Staff	Other Depts % of Total Staff
Barrio Logan	\$ 1,383,000	\$ 182,271	\$ 275,264	\$ 457,535	\$ 1,840,535	75.14%	\$ 423,672	\$ 2,264,207	40%	60%
Grantville	\$ 1,201,108	\$ 577,236	\$ 228,468	\$ 805,704	\$ 2,006,812	59.85%	\$ 89,403	\$ 2,096,215	72%	28%
Uptown/GH/NP	\$ 1,517,290	\$ 1,259,864	\$ 316,405	\$ 1,576,269	\$ 3,093,559	49.05%	\$ 157,824	\$ 3,251,383	80%	20%
Midway/Old Town	\$ 1,580,000	\$ 773,850	\$ 298,399	\$ 1,072,249	\$ 2,652,249	59.57%	\$ 182,201	\$ 2,834,450	72%	28%
San Ysidro	\$ 1,392,000	\$ 803,496	\$ 288,460	\$ 1,091,956	\$ 2,483,956	56.04%	\$ 168,473	\$ 2,652,429	74%	26%
Southeastern SD/Skyline-Paradise Hills	\$ 1,657,500	\$ 771,038	\$ 363,863	\$ 1,134,901	\$ 2,792,401	59.36%	\$ 134,137	\$ 2,926,538	68%	32%
Otay Mesa	\$ 512,528	\$ 395,818	\$ 214,563	\$ 610,381	\$ 1,122,909	45.64%	\$ 39,505	\$ 1,162,414	65%	35%
Ocean Beach	\$ 124,238	\$ -	\$ 85,933	\$ 85,933	\$ 210,171	59.11%	\$ 39,830	\$ 250,000	0%	100%
Mission Valley	\$ 1,270,000	\$ 819,754	\$ 328,341	\$ 1,148,095	\$ 2,418,095	52.52%	\$ 97,767	\$ 2,515,862	71%	29%
<b>CPU TOTAL</b>	<b>\$ 10,637,664</b>	<b>\$ 5,583,327</b>	<b>\$ 2,399,696</b>	<b>\$ 7,983,023</b>	<b>\$ 18,620,687</b>	<b>57.13%</b>	<b>\$ 1,332,812</b>	<b>\$ 19,953,498</b>	<b>70%</b>	<b>30%</b>

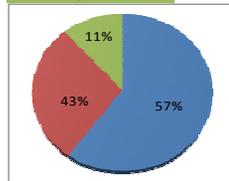
**TOTAL CPUs**



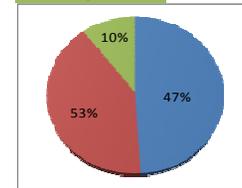
**Barrio Logan**



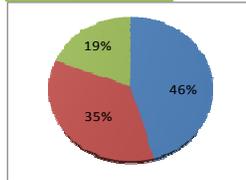
**Grantville**



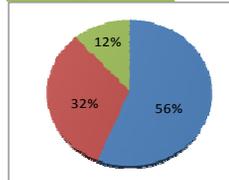
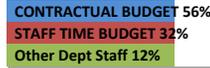
**Uptown/GH/NP**



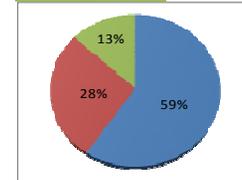
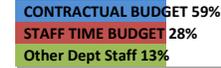
**Midway/Old Town**



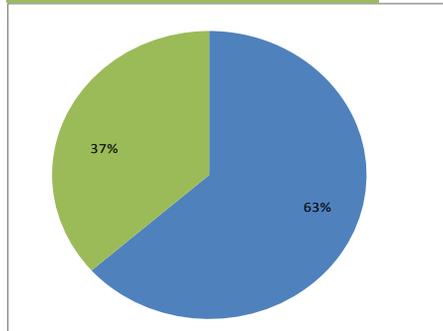
**San Ysidro**



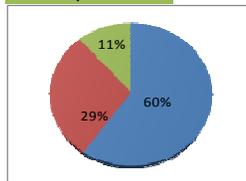
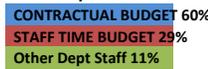
**Southeastern SD/Skyline-Paradise Hills**



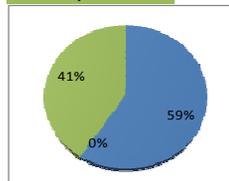
**FY10 CPU Appropriation - \$3.4 million\***



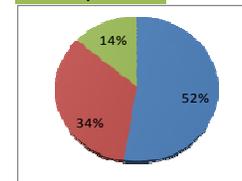
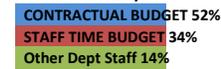
**Otay Mesa**



**Ocean Beach**



**Mission Valley**



\*Chart does not include SESD/SKYLINE-PARADISE HILLS (\$0.5M) OR MISSION VALLEY (\$1.2M). Pending scope

**General Fund Expenditure History**

<b>Uptown</b>	<b>FY 2008</b>	<b>FY 2009</b>	<b>FY 2010</b>
Re-Appropriation/Prior Year Encumbrance		\$400,000	\$1,200,000
Current Year Budget	\$400,000	\$1,150,000	
Revised Budget Adjustment		(\$200,000)	
Expended/Encumbered		(\$150,000)	
<b>Balance</b>	<b>\$400,000</b>	<b>\$1,200,000</b>	<b>\$1,200,000</b>

<b>Grantville</b>	<b>FY 2008</b>	<b>FY 2009</b>	<b>FY 2010</b>
Re-Appropriation/Prior Year Encumbrance		\$792,181	\$366,291
Current Year Budget	\$792,181		
Revised Budget Adjustment			
Expended/Encumbered		(\$425,890)	
<b>Balance</b>	<b>\$792,181</b>	<b>\$366,291</b>	<b>\$366,291</b>

<b>Otay Mesa</b>	<b>FY 2008</b>	<b>FY 2009</b>	<b>FY 2010</b>
Re-Appropriation/Prior Year Encumbrance		\$800,000	\$287,500
Current Year Budget	\$800,000		
Revised Budget Adjustment			
Expended/Encumbered		(\$512,500)	
<b>Balance</b>	<b>\$800,000</b>	<b>\$287,500</b>	<b>\$287,500</b>

**Comments:** The listed projects represent those that have received a General Fund appropriation since Fiscal Year 2007 and have incurred expenses or encumbrances. In Fiscal Year 07, CPCI did not budget any funds specific to community plan updates. Funds rolled over are noted in the Re-Appropriation/Prior Year Encumbrance row.

**EXHIBIT A  
FY2009 SCOPE OF SERVICES**

**BIDC – Program Support and Operations**

Contractor shall provide required administration of the BID Council as a nonprofit corporation, as follows:

1. Provide staff support for the conduct and operation of the BID Council, including, but not limited to, conducting at least one (1) general membership meeting per year, conducting such other meetings as are necessary for the operation of the corporation, and filing of required notices, tax forms, and other documentation.
2. Maintain books of account and other required financial and operational records, preparing and submitting reimbursement requests to City, causing an annual audit to be conducted, and preparing a Final Report.
3. Provide to City the reports, proofs of insurance, and such other documentation as required in this Agreement.

Contractor shall operate programs and projects as follows:

1. Provide support services for member BIDs, as follows:
  - a) Establish and maintain a BIDC website.
  - b) Establish and maintain a database of BID businesses and other pertinent data.
  - c) Produce a periodic BID council newsletter.
  - d) Maintain a standardized accounting system and methodology for accounting and reporting by BID management corporations and the BIDC.
  - e) Develop and maintain insurance programs to benefit member organizations and registered San Diego businesses.
  - f) Monitor, research, report to the membership, and advocate in the interest of the membership regarding federal, state, and local legislative issues.
2. Provide for the promotion, marketing, and media relations of the BID Council and member BIDs.
3. In partnership with the City Special Events staff, on an as-needed basis, conduct economic studies regarding estimates of annual revenues and economic stimulation that are derived from special events held within Business Improvement Districts of San Diego.

4. Determine through an agreement among its membership, the formula or budget for distribution of "BID Management Support" to the individual BID management corporations and provide a copy thereof to City by November 15, 2008.

### **Technical Assistance**

Provide in-kind services and/or funding to augment grants and funds provided to BIDs, chambers and merchants' associations to assist the organizations and member businesses.

Technical Assistance may include efforts to revitalize commercial neighborhood through initiatives as follows or for other activities of benefit to businesses:

1. Business development, education and training programs – including but not limited to - formation of special assessment districts; mixed-use development; parking garage development; strategic planning and reorganization; assistance with employee recruitment and development; planning and implementing Storefront Improvement Program projects; grant writing and identification of grant opportunities; business management skills training and development; ADA compliance education; and education on other areas of interest to businesses.
2. Special Event Services – solicit sponsorship, obtain equipment for BID special events, establish procedures for the use of the equipment, make it available for BID special events, store and account for it, and maintain it as needed.
3. Landscaping and Tree Plantings – planned installation of landscaping subject to obtaining required permits, watering agreements, and limited by City approved costs for specified tree sizes and site conditions.

Specific activities, budgets, and measurable outcomes shall be identified and submitted to the City for review and approval prior to project implementation.

### **Micro-Districts and Commercial Neighborhoods (Grants/In-kind Services)**

Administer a program to provide support to geographic based business organizations (including but not limited to "local chambers of commerce") and areas designated as "micro business districts". A competitive application process will be required in order to provide funding and/or in-kind services to eligible geographic-based organizations in support of their small business constituents. Elements of the program include development and publishing or application criteria and guidelines; soliciting of applications; application review; development of funding/in-kind service recommendations; Board review and approval of recommendations; funding/support of approved recipients; collection of data on measurable outcomes; and submitting of reports and reimbursement requests to the City.

**EXHIBIT B  
FY2009 BUDGET**

<u>Business Districts (BID Council)</u>	<u>\$</u>
BIDC – Program Support and Operations	\$185,000
Micro-Districts and Commercial Neighborhoods (Grants/In-kind Services)	\$75,000
Technical Assistance	<u>\$55,000</u>
Total	\$315,000

BIDC Detailed Budget on next page.

**Proposed BID Council SBEP Budget 2008-2009<sup>1</sup>**

	2008-2009 BUDGET	320 - SBEP - BID Council	330 - SBEP - Micro Districts	340 - SBEP - Tech. Assistance	TOTAL
<b>EXPENSES</b>	<b>\$315,000</b>	<b>\$185,000</b>	<b>\$75,000</b>	<b>\$55,000</b>	<b>\$315,000</b>
<b>I. PERSONNEL</b>					
CEO Salary	\$78,000	\$78,000	\$0	\$0	\$78,000
CEO Allowance	\$3,050	\$3,050	\$0	\$0	\$3,050
Office Staff	\$33,280	\$33,280	\$0	\$0	\$33,280
Special Event Staff		\$0	\$0	\$0	\$0
Payroll Tax Expense	\$11,570	\$11,570	\$0	\$0	\$11,570
Health Insurance	\$12,000	\$12,000	\$0	\$0	\$12,000
<b>Total BID Council Personnel</b>	<b>\$137,900</b>	<b>\$137,900</b>	<b>\$0</b>	<b>\$0</b>	<b>\$137,900</b>
<b>II. OPERATING</b>					
Rent-Office	\$16,636	\$16,636	\$0	\$0	\$16,636
Phone/Fax/Internet	\$0	\$0	\$0	\$0	\$0
Parking/Transportation	\$4,800	\$4,800	\$0	\$0	\$4,800
Copier Lease	\$0	\$0	\$0	\$0	\$0
Workers Compensation	\$6,040	\$6,040	\$0	\$0	\$6,040
Liability / D&O Insurance	\$5,500	\$5,500	\$0	\$0	\$5,500
Postage	\$0	\$0	\$0	\$0	\$0
Accounting	\$14,124	\$14,124	\$0	\$0	\$14,124
Dues/Memberships	\$0	\$0	\$0	\$0	\$0
Bank and Other Fees	\$0	\$0	\$0	\$0	\$0
Meetings	\$0	\$0	\$0	\$0	\$0
Office Supplies	\$0	\$0	\$0	\$0	\$0
Repair & Maintenance	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0
Life Insurance	\$6,200	\$0	\$0	\$6,200	\$6,200
Audit/Tax Preparation	\$0	\$0	\$0	\$0	\$0
<b>Total Operating</b>	<b>\$53,300</b>	<b>\$47,100</b>	<b>\$0</b>	<b>\$6,200</b>	<b>\$53,300</b>
<b>OUTREACH / PROMOTION</b>					
Advertising / Marketing	\$0	\$0	\$0	\$0	\$0
Business Workshops	\$4,000	\$0	\$0	\$4,000	\$4,000
Policy Development/Legal	\$7,000	\$0	\$0	\$7,000	\$7,000
<b>Total Outreach / Promotion</b>	<b>\$11,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$11,000</b>	<b>\$11,000</b>
<b>SPECIAL PROJECTS &amp; EVENTS</b>					
Event Supplies/Services	\$12,000	\$0	\$0	\$12,000	\$12,000
Tree Consultants & Materials	\$24,800	\$0	\$0	\$24,800	\$24,800
Web Site Maintenance	\$1,000	\$0	\$0	\$1,000	\$1,000
December Nights	\$0	\$0	\$0	\$0	\$0
Micro Districts Allocations	\$75,000	\$0	\$75,000	\$0	\$75,000
<b>Total Special Projects &amp; Events</b>	<b>\$112,800</b>	<b>\$0</b>	<b>\$75,000</b>	<b>\$37,800</b>	<b>\$112,800</b>
<b>TOTAL EXPENSES</b>	<b>\$315,000</b>	<b>\$185,000</b>	<b>\$75,000</b>	<b>\$55,000</b>	<b>\$315,000</b>
<b>SURPLUS OR SHORTFALL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>GRAND TOTAL</b>	<b>\$315,000</b>	<b>\$185,000</b>	<b>\$75,000</b>	<b>\$55,000</b>	<b>\$315,000</b>
<sup>1</sup> Proposed budget not adopted by BIDC Slated for adoption October 23, 2008					

**Positions Transferred to the SAP Support Department**

City Planning and Community Investment	
Information Systems Technician	1.00
City Clerk	
Information Systems Analyst III	1.00
City Comptroller	
Information Systems Analyst II	1.00
Principal Accountant	1.00
Financial Operations Manager	1.00
Accountant IV	2.00
Department of Information Technology	
Supervising Management Analyst	1.00
Information Systems Technician	2.00
Program Manager	1.00
Engineering and Capital Projects	
Word Processing Operator	1.00
General Services	
Associate Management Analyst	1.00
Metropolitan Wastewater	
Senior Management Analyst	1.00
Information Systems Administrator	1.00
Purchasing and Contracting	
Information Systems Technician	1.00
Water	
Information Systems Technician	1.00
<b>Total Positions:</b>	<b>17.00</b>

## Fiscal Year 2009 Spending Plan - Storm Water Department

	4222	4279	4151
	Misc Contractual Services	Other Non Personnel Expense	Professional Contractual Services
Initial FY 2009 Budget	13,880,313	255,623	13,623,610
Mid Year Reduction (OA 37503)	(3,650,000)		(1,054,250)
End of Year Reduction (OA 37503)	(492,000)		
Expended to Date (May 1, 2009)	(1,008,653)		(896,504)
Encumbered to Date (May 1, 2009)	(42,950)		(3,130,414)
Transfer to Pump Station Section and Street Sweeping Section to cover operating costs	(1,000,000)		(1,000,000)
Transfer to Annual Allocation for Emergency Storm Drain Repairs - Laurelridge Court	(2,910,000)		
Transfer to Annual Allocation for Emergency Storm Drain Repairs - Ruffin Road			(1,500,000)
Transfer to Other City Departments for Utilities and Dewatering Expenses	(500,000)		
Storm Drain Asset Management Phase II - Public Right of Way CMP	(750,000)		
Programmatic Environmental Impact Report	(536,000)		
Payments for claims and emergencies	(700,000)		
Pump Station D Pumps	(199,000)		
Additional Department SAP EAM Expenses	(594,500)		
College Avenue Storm Drain Repairs	(160,000)		
Downtown Anchorage B St characterization and source identification			(1,060,311)
Chollas characterization and source identification			(2,100,713)
Asset Management Master Plan / Data Collection	(1,000,000)		(1,000,000)
Computer Based Municipal Training for Storm Water Compliance			(175,000)
Education and Outreach - I Love a Clean San Diego			(50,000)
Sponsorship - Qualcomm Stadium			(250,000)
Production services - American Dream			(150,000)
Grant Adjustments			(178,000)
Fee cost study - Brown & Caldwell			(100,000)
Data Base Development & Maintenance			(100,000)
Third party - Tetra Tech			(75,000)
Attorney Fees TDY clean up abatement - MWH			(200,000)
Brake Pad Partnership / Sustainable Conservation			(50,000)
Expected amount remaining at the end of the Fiscal Year	337,210	255,623	553,418