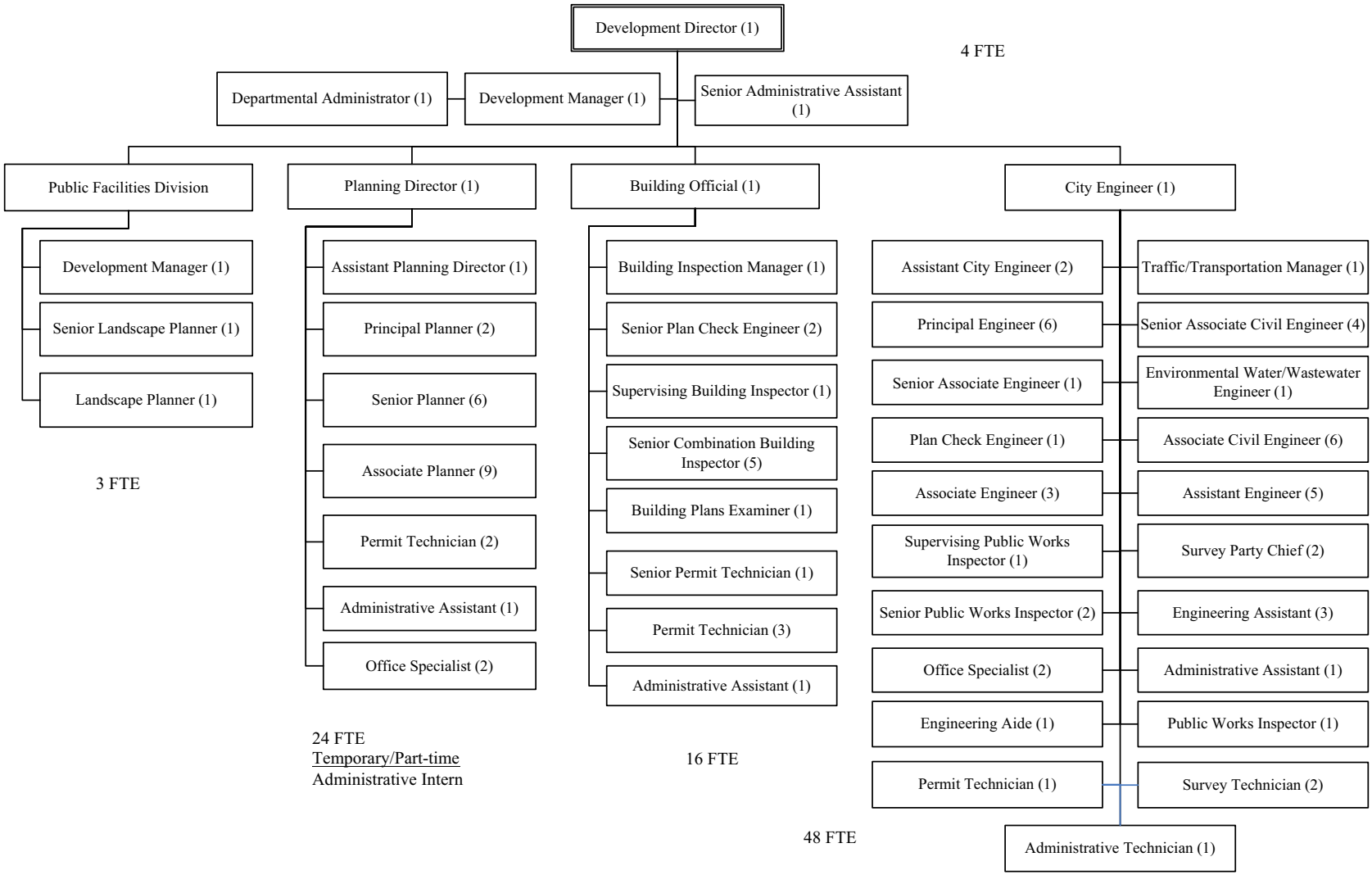
Development

Administration
Public Facilities
Planning
Building
Engineering

2008-09 Organization Chart
Development
Effective July 1, 2008
(95 Full-time employees)



City of Ontario
Summary of Personnel and Organizational Changes

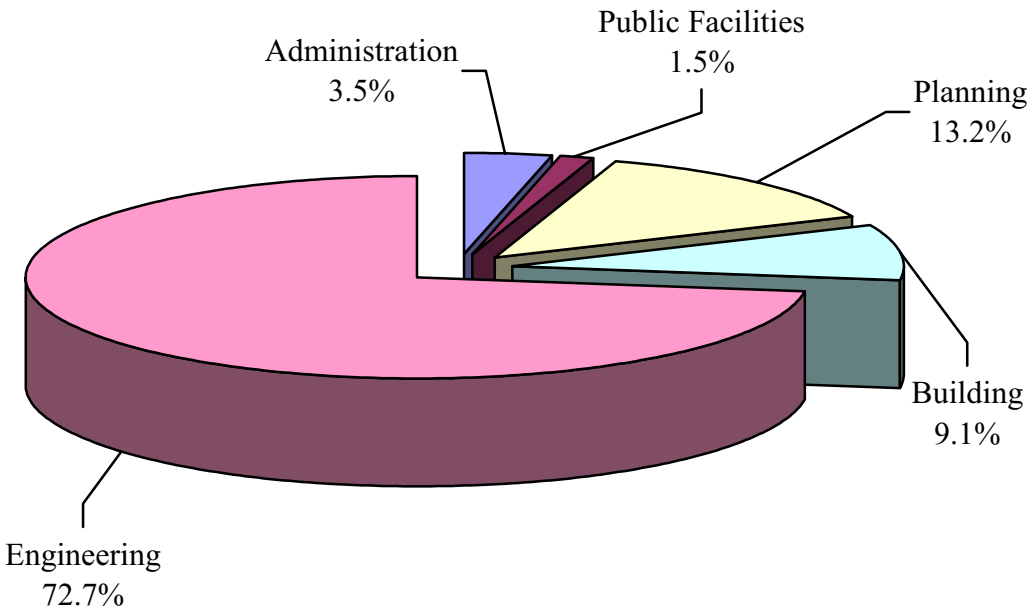
Development	2006-07	2007-08	2008-09
Administration			
Departmental Administrator	1	1	1
Development Director	1	1	1
Development Manager	1	1	1
Senior Administrative Assistant	1	1	1
	4	4	4
Public Facilities			
Development Manager	1	1	1
Landscape Planner	1	1	1
Senior Landscape Planner	1	1	1
	3	3	3
Planning			
Administrative Assistant	1	1	1
Assistant Planning Director	0	1	1
Associate Planner	10	11	9
Office Specialist	2	2	2
Permit Technician	2	2	2
Planning Aide	1	1	0
Planning Compliance Inspector	1	0	0
Planning Director	1	1	1
Principal Planner	3	2	2
Senior Planner	6	6	6
	27	27	24
Building			
Administrative Assistant	1	1	1
Building Inspection Manager	1	1	1
Building Official	1	1	1
Building Plans Examiner	1	1	1
Permit Technician	3	3	3
Plan Check and Permit Services Manager	1	1	0

	2006-07	2007-08	2008-09
Senior Combination Building Inspector	7	7	5
Senior Permit Technician	1	1	1
Supervising Building Inspector	1	1	1
Senior Plan Check Engineer	3	2	2
	20	19	16
Engineering			
Administrative Assistant	1	1	1
Administrative Technician	0	1	1
Assistant City Engineer	2	2	2
Assistant Engineer	5	6	5
Associate Civil Engineer	9	9	6
Associate Engineer	3	3	3
City Engineer	1	1	1
Engineering Aide	2	2	1
Engineering Assistant	5	4	3
Environmental Water/Wastewater Engineer	1	1	1
Office Specialist	3	2	2
Permit Technician	1	1	1
Plan Check Engineer	1	1	1
Principal Engineer	6	6	6
Public Works Inspector	1	1	1
Senior Associate Civil Engineer	3	3	4
Senior Associate Engineer	1	1	1
Senior Public Works Inspector	3	2	2
Supervising Public Works Inspector	0	1	1
Survey Party Chief	2	2	2
Survey Technician	2	2	2
Traffic/Transportation Manager	1	1	1
Transportation Programs Manager	0	1	0
	53	54	48
Total Development Agency	***107***	***107***	***95***

Development

Total Funds:	$28,489,513
General Fund:	$11,792,324
Other Funds:	$16,697,189

OTHER FUNDS CONSIST OF:
Gas Tax - $3,762,343
Measure I - $2,832,767
C.D.B.G. - $430,000
Ground Access - $2,015,606
General Fund Grants - $793,140
Water Capital - $2,016,859
Sewer Capital - $2,033,045
RDA Proj. Area #1 - $1,192,000
Storm Drain Maintenance - $930,182
OMC Street Impact - $538,247
NMC Street Impact - $153,000



AGENCY SUMMARY FOR FISCAL YEAR 2008-09

Development

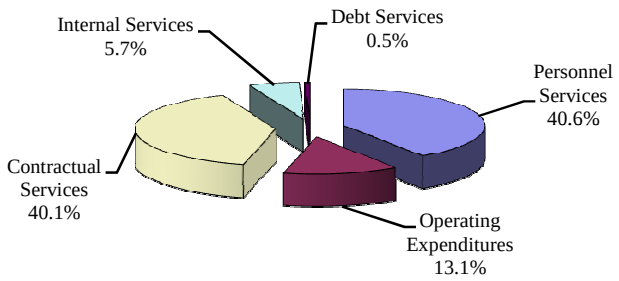
Agency contains the departments for Development Administration, Building, Engineering, Planning, Public Facilities, and Development related projects. It oversees all development projects within the City.

Service Objective:

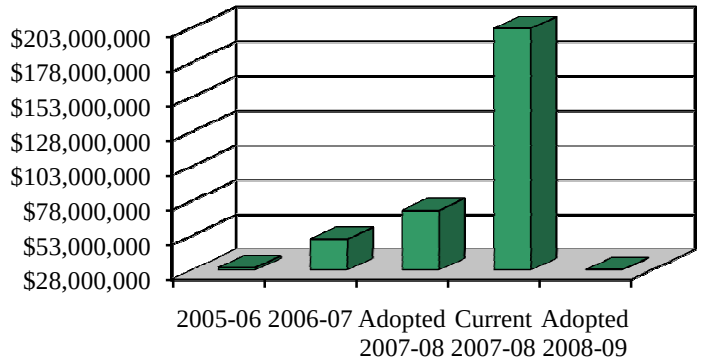
To ensure that Building, Engineering, Planning and Public Facilities work in harmony to ensure all construction and development activities are well managed with focus on improving and sustaining the health of the City's economy, its neighborhoods, and its infrastructure.

Adopted Budget Expenditures

$28,489,513



Expenditures



Budget

Expenditures Category	FY 2005-06	FY 2006-07	Adopted FY 2007-08	Current FY 2007-08	**Adopted FY 2008-09**	% Change to Adopted 07-08
Personnel Services	$ 6,800,319	$ 9,305,886	$ 12,011,609	$ 11,978,944	**$ 11,567,134**	-3.7%
Operating Expenditures	$ 3,414,006	$ 4,211,040	$ 3,625,819	$ 6,079,543	**$ 3,738,510**	3.1%
Contractual Services	$ 13,659,411	$ 33,522,977	$ 49,622,113	$ 179,485,961	**$ 11,418,266**	-77.0%
Internal Services	$ 1,106,680	$ 1,285,149	$ 1,572,673	$ 1,572,642	**$ 1,612,603**	2.5%
Debt Services	$ 3,865,363	$ 1,997,563	$ 87,000	$ 3,087,521	**$ 153,000**	75.9%
Capital Outlay	$ 1,091,441	$ 49,527	$ 4,200,000	$ 53,631	**$ -**	-100.0%
Total Expenditures	$ 29,937,221	$ 50,372,142	$ 71,119,214	$ 202,258,242	**$ 28,489,513**	-59.9%
Annual Percentage Change		68.3%	41.2%	184.4%	-85.9%	
Annual Amount Change		$ 20,434,922	$ 20,747,072	$ 131,139,028	$ (173,768,729)	

Historical data may reflect fluctuations due to organizational restructuring.

Development
2008-09 Department Summary

Department Title (Department ID)	Detail Book Page Number	2005-06 Actual	2006-07 Actual	2007-08 Adopted Budget	2007-08 Current Budget	2008-09 Adopted Budget	% Change to Adopted Budget 2007-08
Development Administration (062)	84	$ 686,409	$ 952,805	$ 932,070	$ 1,018,465	**$ 999,165**	7.2%
Public Facilities (171)	86	324,910	296,269	410,677	453,470	**426,770**	3.9%
Public Facilities Project (320)	88	7,711,960	21,607,808	24,923,594	134,682,972	**-**	-100.0%
Planning/Planning Administration (063)	90	474,401	482,395	679,335	697,761	**537,773**	-20.8%
Planning/Planning - Current (064)	92	933,000	1,373,339	1,348,567	1,421,711	**1,279,979**	-5.1%
Planning/Advanced Long Range Planning (065)	93	1,056,681	2,224,588	754,411	2,820,386	**855,594**	13.4%
Planning/New Model Colony (066)	94	652,380	915,139	550,936	1,275,833	**670,578**	21.7%
Planning/Planning Projects (322)	95	29,971	25,000	420,000	420,000	**420,000**	0.0%
Building/Building Administration (067)	96	213,105	306,936	352,350	372,350	**384,514**	9.1%
Building/Building Inspection (068)	98	2,030,405	2,751,063	2,752,347	2,766,447	**2,209,489**	-19.7%
Engineering/Engineering Administration (069)	100	267,215	299,207	821,585	831,085	**1,174,008**	42.9%
Engineering/Land Development (072)	102	899,527	2,167,089	2,154,408	3,627,182	**1,493,376**	-30.7%
Engineering/Traffic Signal/Street Lighting (077)	104	1,663,501	1,845,317	1,812,198	1,846,399	**1,833,842**	1.2%
Engineering/Traffic (078)	106	-	-	476,711	476,711	**609,767**	27.9%
Engineering/Traffic Management (080)	107	134,799	150,067	150,577	150,577	**159,956**	6.2%
Engineering/Streets Preventative Maint (081)	107	-	-	-	-	**2,026,000**	0.0%
Engineering/Street Design Administration (082)	108	119,222	157,493	238,357	238,357	**166,250**	-30.3%
Engineering/Field Services (083)	109	212,265	239,021	2,391,595	2,399,095	**331,683**	-86.1%
Engineering/Water Engineering (084)	111	713,153	917,073	1,012,800	1,012,800	**1,016,859**	0.4%
Engineering/Sewer Engineering (085)	113	711,755	879,433	994,015	994,015	**1,033,045**	3.9%
Engineering/Storm Water/NPDES (183)	114	698,159	900,797	962,085	962,085	**930,182**	-3.3%
Engineering/CIP Design Administration (264)	116	13,622	5,016	33,480	33,480	**34,480**	3.0%
Engineering/Engineering Project (302)	117	10,390,782	10,338,001	21,847,336	31,768,195	**9,357,956**	-57.2%
Engineering/NMC-DIF Engineering Project (351)	128	-	1,509,547	3,600,000	9,510,700	**-**	-100.0%
Engineering/OMC-DIF Engineering Project (352)	129	-	28,740	1,499,780	2,478,166	**538,247**	-64.1%
TOTAL DEVELOPMENT		**$ 29,937,221**	**$ 50,372,142**	**$ 71,119,214**	**$ 202,258,242**	**$ 28,489,513**	-59.9%

Historical data may reflect fluctuations due to organizational restructuring.

Development
Major Accomplishments
Fiscal Year 2007-08

Public Facilities

- Completed the design of the Citizens Business Bank Arena and 75% of construction, with on-time completion slated for October 2008.
- Completed the design and construction of the public parking lot adjacent to the Citizens Business Bank Arena.
- Reviewed plans and inspected the construction of the first NMC development (Edenglen Phase I) and Piemonte at Ontario Center Projects.
- Reviewed plans and assisted with the design of the Ontario Town Square Project (JH Snyder) and the Guasti Winery Plaza Project.
- Completed updates to the Landscape Development Standards to promote water efficient landscapes.
- Completed Development Agreements with Brookfield Homes and Armada Development for projects in the New Model Colony.
- Completed a 3rd Supplemental Memorandum of Agreement with Brookfield Edenglen LLC for the construction of public improvements associated with the Edenglen project.
- Completed an update and modification to the Development Impact Fee (DIF) Program.

Planning

Current Planning

- Completed 211 development and land use entitlement applications. Major developments this year include the Airport Towers at Guasti (PGP Partners), Belmont-Grove Industrial Park, Sares Regis Industrial Park, Hofer Ranch Phase One, Piemonte Phase Two Retail including two new upscale restaurant sites, Haven/I-10 Specific Plan, and the review of the Guasti Historic Core master plan.

Advance Planning

- Continued work on the new General Plan including the web-based system, draft Preferred Land Use Scenario, initiation of the EIR work, and writing of the actual individual elements.
- Analyzed and responded to 18 notices from inter-jurisdictional agencies for environmental reviews and projects that may potentially affect the City.

- Attended and participated in regional planning efforts including Metro Goldline Extension, SANBAG and SCAG workshops, First Thursday Work Group (IEUA), Inland Empire Landscape Alliance, Inland Empire Chapter of the Green Building Council, airport coordinating group (LAWA/FAA/DoA) and SCAG Blueprint meetings.
- Completed several mandated reports including the Annual General Plan and Planning Department Activity Report, Housing Element Progress Report, and the Federal Census Housing and Population map audit.
- Received a $300,000 FAA grant to produce an Airport Land Use Compatibility Plan for the Ontario Airport, and prepared an RFP to select a consultant to perform the study.
- Provided assistance and coordination of CEQA processing compliance to the Redevelopment Agency, Public Works Agency, Housing Agency, and the Engineering Department for projects they were involved in.

Historic Preservation

- Processed 238 Section 106 environmental reviews, 4 Mills Acts, 11 Certificates of Appropriateness, 72 historic site eligibility list removals, and one historic plaque placement.
- Worked with 25 local business/property owners regarding building façade improvements, illegal sign abatement, and historic restoration projects.
- Successfully applied for the Preserve America City status and installed three Preserve America signs at major entries to the City.
- Removed 63 industrially-zoned properties from the Historical Resources List and tiered the 20 industrial properties which were retained on the list.
- Held the annual Historic Preservation Awards Program before the City Council and recognized six local property owners for their efforts.

New Model Colony

- Completed the SCAG Blueprint project which analyzed the intensification of land use changes in the western portion of the NMC. The findings are being included in the draft Land Use Scenario of the new General Plan.
- Provided on-site inspections and continued reviewing construction plans for the Edenglen project, the first neighborhood in the NMC.

- The West Haven, Esperanza, and Rich Haven Specific Plans were approved, bringing the total number of adopted specific plans to eight. These represent the development of over 2,600 acres of land and up to 10,420 single family units, 3,950 multi-family units, 1.64 million square feet of commercial space, and 550,000 square feet of industrial development.

Engineering

Land Development Section

- Completed the engineering plan check for the NMC Phase I infrastructure and started construction on $4.2 million of backbone public improvements for the Edenglen Specific Plan.
- Updated the engineering standards drawings incorporating new design standards in the NMC.
- Updated the subdivision standards for surveying and monumentation, including the use of GPS technology.
- Performed NPDES-mandated compliance inspections for 1,010 industrial businesses.

Traffic Transportation Section

- Installed emergency vehicle preemption and battery back-up systems at eleven intersections to enhance emergency vehicle response times and motorists safety.
- Installed thirty-one infill street lights on Mountain Avenue between Brooks and G Streets for pedestrian safety.
- Completed design on the Grove Avenue and Sixth Street traffic signal modifications in preparation for construction in FY 2008-09 to enhance pedestrian safety for school students and the general public.
- Secured $473,219 in Highway Safety Improvement Program grant funds for traffic signals at Vineyard Ave. at Francis St. and Grove Ave. and Princeton St. to improve pedestrian and motorist's safety.
- Approved contracts for preliminary engineering and environmental work on the South Milliken, South Archibald and North Vineyard Avenue railroad grade separation projects to address goods movement and access to the LA/Ontario International Airport.

Field Services Section

- Provided survey monument preservation (280 corner records) on the Public Works Agency local street overlay program.

Capital Improvement Projects Section

- Provided Right-of-Way Acquisition services within the New Model Colony in a complex legal environment.
- Completed the construction of the Holt Trunk Sewer Project (Phase A) costing $3 million. This project is a key infrastructure element to allow development of the Ontario Town Center Project. The construction of Phase B is underway.
- Completed the preliminary engineering and environmental work for the Mission Boulevard Widening Project (Archibald Ave. to Haven Ave.) as part of the Ground Access Program for LA/Ontario International Airport at a cost of $5 million.

Public Facilities

Operate in a Businesslike Manner

- Update the Public Facilities Landscape Development Standard Details and make accessible on the City website.
- Provide technical landscape staff support to the Development Advisory Board.
- Plan check and inspect all privately built residential, commercial and industrial development for high quality and water efficient landscaping.

Pursue City's Goals and Objectives by Working with Other Governmental Agencies

- Work with other City departments to develop a City Ordinance to comply with the State Model Water Efficient Landscape Ordinance, AB1881 before January 1, 2010.
- Work with IEUA and Metropolitan Water District to promote 'California Friendly' landscapes and reduced water use.
- Assist in meeting NPDES permit requirements by working with Engineering Department Environmental Services for properly vegetated detention basins and infiltration swales to absorb storm water run-off.

Ensure the Development of a Well Planned, Balanced, and Self-Sustaining Community in the New Model Colony

- Complete the Amendment to the Construction Agreement between the City and New Model Colony Builders LLC to respond to the current market issues facing the housing industry as well as to position the City to be prepared to partner with the development community as project plans and infrastructure improvements proceed.
- Maintain communication with builders in the New Model Colony to ensure proper monitoring and updates as necessary for Development Agreements.

Invest in the City's Infrastructure (Water, Streets, Sewers, Parks, Storm Drains and Public Facilities)

- Complete the construction of the Citizens Business Bank Arena.
- Promote street tree and large tree plantings where appropriate to improve aesthetics, cool the 'urban heat island' in parking lots and streets and reduce resources used to cool buildings.
- Assist with the design and construction of the Milliken Avenue Grade Separation project.
- Assist with the design and construction of the Public Works building expansion project.

Planning

Encourage, Provide, or Support Enhanced Recreational, Educational, Cultural, and Healthy City Programs, Policies, and Activities

- Play a leadership role in the master planning of the main (Great) park system in the NMC.
- Continue discussions with Southern California Edison Company to plan easements as connector trails between neighborhoods and commercial areas as part of a Healthy Ontario initiative.

Maintain the Current High Level of Public Safety

- Explore the development of additional hospitals and medical facilities in the City, with emphasis on the I-10 Corridor and New Model Colony.

Invest in the Growth and Evolution of the City's Economy

- Adopt the new Ontario General Plan and initiate the implementation plan, monitoring program, and environmental compliance program.
- Complete an update of the Development Code to bring it current with adopted amendments and policy changes.
- Complete the Airport Land Use Compatibility Plan (ALUCP) for LA/ONT.

Operate In A Businesslike Manner

- Adopt a City-wide Environmental Review Clearance Program for all City related projects subject to CEQA and for review of other cities' CEQA reviews which may effect Ontario.

Pursue City's Goals and Objectives by Working With Other Governmental Agencies

- Coordinate City Departments and outside agencies to create and implement a City-led Airport Land Use Commission, pursuant to AB 1118.
- Participate in Federal, State and regional planning and transportation efforts affecting the City, including efforts with SCAG, LAWA, FAA, Division of Aeronautics, SANBAG, OPR, and HCD.
- Initiate Phase II of the NMC Habitat Mitigation Program with the Riverside Land Conservancy.

Focus Resources in Ontario's Commercial and Residential Neighborhoods

- Complete plans for a comprehensive Downtown Tour Guide and Way-Finding system to identify areas of interest, public parking facilities, and to promote business in the Downtown.
- Complete the 2009 Model Colony Historic Awards Program.
- Design a Neighborhood Power of Ten Program to engage local residents in discussing improvement opportunities for their neighborhoods.

Ensure the Development of a Well Planned, Balanced, and Self-Sustaining Community in the New Model Colony

- Work with developers to update specific plans, tentative tract maps, and development plans to respond to the current market issues as well as to be prepared for when the housing market rebounds.
- Explore non-residential land uses that may support a better job/housing balance in the NMC and allow development sooner than later.

Engineering

Operate In a Businesslike Manner

- Implement a training program with additional construction site inspection information to meet Water Quality Permit requirements.
- Implement new applicable requirements per the Area-Wide Urban Storm Water Runoff Permit.

Pursue City's Goals and Objectives by Working with Other Governmental Agencies

- Start construction of the Phase 1 demonstration project of the 200-acre offsite Mill Creek Wetland Restoration and Recreation Master Plan at the outlet of the Cucamonga Creek Channel within the Prado Basin to meet Water Quality Management Plan requirements for the first 1,500 acres of new developments in the New Model Colony.
- Work with the State of California, SANBAG, LAWA, UPRR, SCRRA, and adjacent cities to ensure Ontario receives its fair share of the $19.9 billion transportation bond package approved by voters in November 2006.
- Work with the State of California, SARWQCB, and SAWPA to ensure Ontario receives its fair share of the $5.3 billion Water Quality/Flood Control bond approved by voters in November 2006.

Invest In the City's Infrastructure (Water, Streets, Sewers, Parks, Storm Drains and Public Facilities)

- Substantially complete the Project Study Report, including identification of the preferred geometric alternative, for the I-10 Freeway at Grove Avenue Interchange and Grove Avenue Corridor Widening Project.
- Construct new traffic signals at Grove Avenue and Princeton Street, and Vineyard Avenue and Francis Street and modify the existing traffic signal at Grove Avenue and Sixth Street to improve pedestrian and motorist safety.
- Construct the second phase of the Holt Trunk Sewer (Euclid to San Antonio) to service future phase of the Ontario Town Center Project and other areas in the northwest portion of the city. This phase of the project will be constructed in FY 2008-09 at a cost of $4 million. Additionally, the implementation of this project will reduce downstream sewer upgrade costs by $10 million.
- Provide construction inspection for Holt Trunk Sewer Phase B related to the Ontario Town Center.

Development

Performance Measures

Fiscal Year 2008-09

	Page, Goal #	Actual FY 2006-07	Estimated FY 2007-08	Target FY 2008-09
Public Facilities				
Review and process Development Advisory Board applications within 10 working days	Pg. xxix, 4	90%	95%	100%
Plan check landscape and grading plans within 10 working days	Pg. xxix, 4	90%	90%	100%
Perform landscape inspections for occupancy within 48 hours	Pg. xxix, 4	90%	100%	100%
Planning				
Approve/disapprove business licenses over the counter the same day	Pg. xxix, 4	95%	97%	95%
Approve/disapprove mailed-in business licenses the same day received		80%	95%	95%
Process a response to remaining business licenses within 10 working days		100%	100%	100%
Process development applications:	Pg. xxix, 4			
Site plans within 210 days		95%	90%	90%
Remaining site plans within 210 days		100%	100%	100%
Conditional Use Permits (ZA) within 60 days of submittal		90%	50%	100%
Tract Maps within 120 days of application submittal		95%	75%	90%
Remaining Tract Maps application submittal within 210 days		100%	100%	100%
Respond to all land use questions (counter) same day	Pg. xxix, 4	100%	100%	100%
Respond to all land use questions (phone) same day		80%	98%	98%
Process a response to any remaining land use questions within 72 hours		100%	100%	100%
Building				
Provide initial response to inquiries within 24 hours	Pg. xxix, 4	100%	100%	100%
Provide inspection services for construction projects within 24 hours	Pg. xxix, 4	100%	100%	100%
Provide plan check services within 10 working days (new construction)	Pg. xxix, 4	98%	90%	95%

Development

Performance Measures

Fiscal Year 2008-09

	Page, Goal #	Actual FY 2006-07	Estimated FY 2007-08	Target FY 2008-09
Engineering				
Re-establishing and preserving Ties and Corner Records	Pg.xxix, 4	300 per year	300 per year	400 per year
Complete the review of development plans within 10 working days	Pg.xxix, 4	90%	93%	90%