

# ***Development***

***Administration***

***Public Facilities***

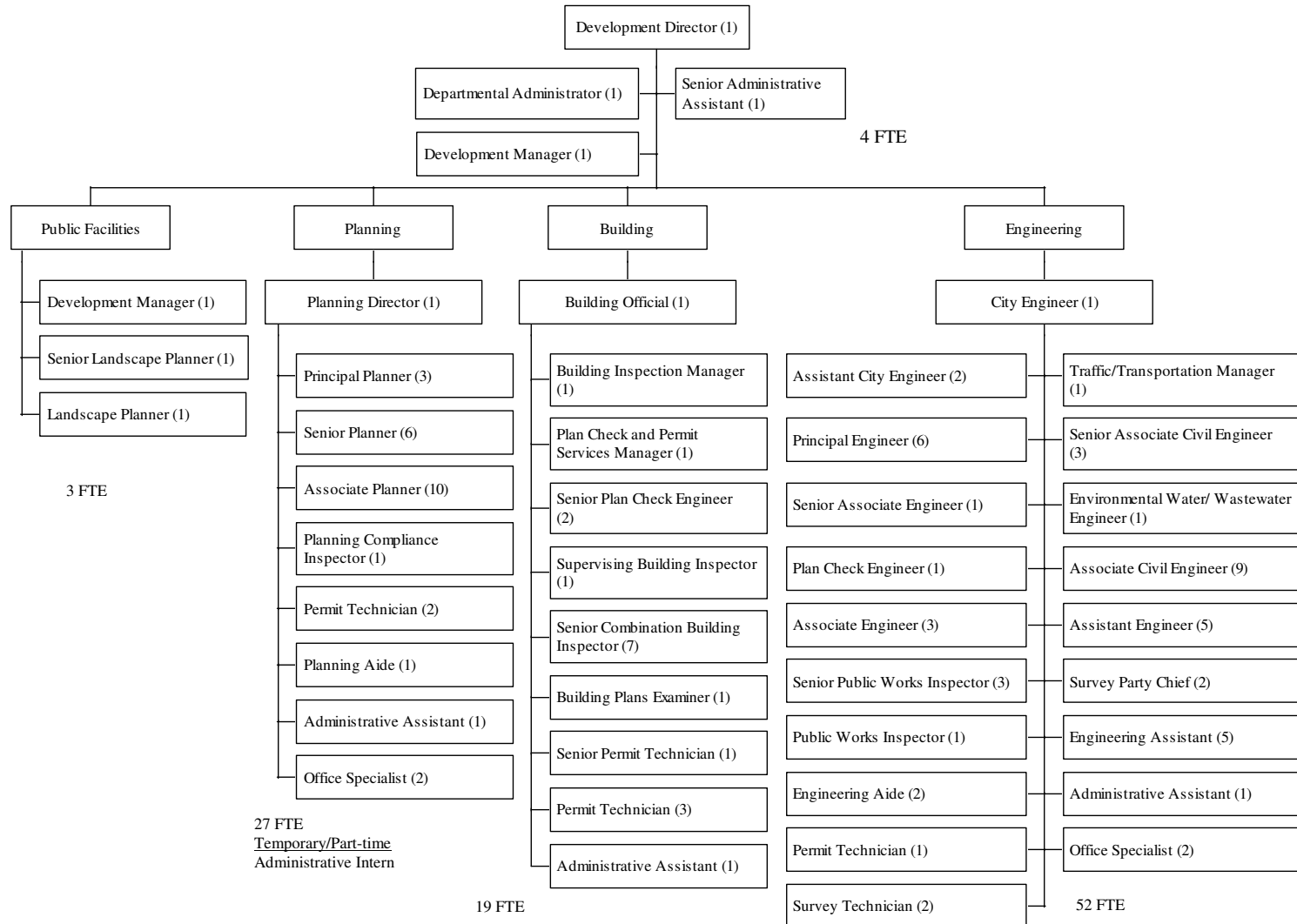
***Planning***

***Building***

***Engineering***

2006-07 Organization Chart  
**Development**  
 Effective July 1, 2006  
 (105 Full-time employees)

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**City of Ontario**  
**Summary of Personnel and Organizational Changes**

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<b>Development</b>	<b><u>2004-05</u></b>	<b><u>2005-06</u></b>	<b><u>2006-07</u></b>
<b>Administration</b>			
Administrative Officer	1	0	0
Departmental Administrator	0	1	1
Development Director	1	1	1
Development Manager	1	1	1
Senior Administrative Assistant	1	1	1
	<hr/> 4	<hr/> 4	<hr/> 4
<b>Public Facilities</b>			
Development Manager	1	1	1
Landscape Planner	1	1	1
Senior Landscape Planner	0	1	1
	<hr/> 2	<hr/> 3	<hr/> 3
<b>Planning</b>			
Administrative Assistant	1	1	1
Assistant Planner	2	2	0
Associate Planner	4	6	10
Office Specialist	2	2	2
Permit Technician	2	2	2
Planning Aide	1	1	1
Planning Compliance Inspector	0	0	1
Planning Director	1	1	1
Principal Planner	3	3	3
Senior Planner	5	6	6
	<hr/> 21	<hr/> 24	<hr/> 27
<b>Building</b>			
Administrative Assistant	0	0	1
Building Inspection Manager	0	1	1
Building Official	1	1	1
Building Plans Examiner	0	0	1
Permit Technician	3	3	3

**Summary of Personnel and Organizational Changes****Fiscal Year 2006-07**

	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>
Plan Check and Permit Services Manager	0	1	1
Plan Check Engineer	1	1	0
Senior Combination Building Inspector	6	6	7
Senior Combination Bldg Insp/Plan Checker	1	1	0
Senior Permit Technician	1	1	1
Supervising Building Inspector	1	1	1
Senior Plan Check Engineer	1	1	2
	<hr/>	<hr/>	<hr/>
<b>Engineering</b>	15	17	19
Administrative Assistant	1	1	1
Assistant City Engineer	2	2	2
Assistant Engineer	4	5	5
Associate Civil Engineer	5	8	9
Associate Engineer	3	3	3
City Engineer	1	1	1
Engineering Aide	2	2	2
Engineering Assistant	5	5	5
Environmental Water/Wastewater Engineer	1	1	1
Office Specialist	2	2	2
Permit Technician	1	1	1
Plan Check Engineer	1	1	1
Principal Engineer	4	5	6
Public Works Inspector	1	1	1
Senior Associate Civil Engineer	1	1	3
Senior Associate Engineer	1	1	1
Senior Public Works Inspector	3	3	3
Survey Party Chief	1	2	2
Survey Technician	0	0	2
Traffic/Transportation Manager	1	1	1
	<hr/>	<hr/>	<hr/>
	40	46	52
<b>Total Development Agency</b>	<b>82</b>	<b>94</b>	<b>105</b>

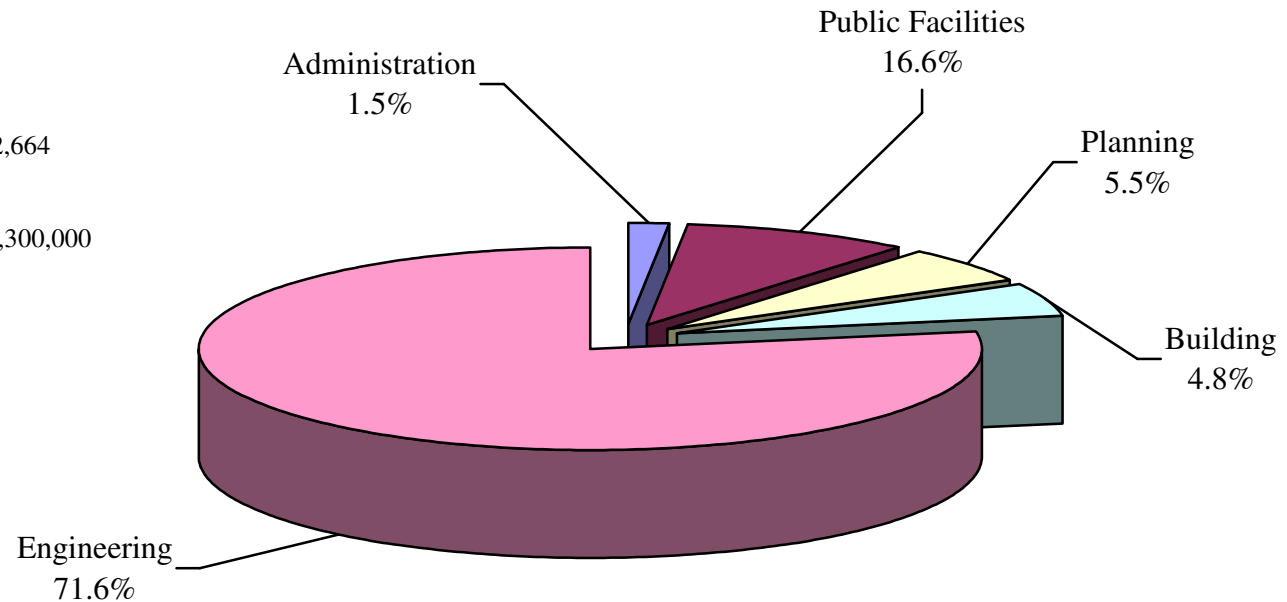
## Development

Total Funds:	\$57,360,790
General Fund:	\$12,387,351
Other Funds:	\$44,973,439

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### OTHER FUNDS CONSIST OF:

Gas Tax - \$5,438,720  
Measure I - \$6,315,114  
C.D.B.G. - \$897,155  
Ground Access - \$8,102,890  
Capital Projects - \$5,875,104  
Water Capital - \$2,190,736  
Sewer Capital - \$8,368,360  
RDA Proj. Area #2 - \$214,500  
Storm Drain Maintenance - \$1,262,664  
Fire Impact - \$4,478,196  
OMC Street Impact - \$530,000  
NMC Storm Drainage Impact - \$1,300,000



## AGENCY SUMMARY FOR FISCAL YEAR 2006-07

### Development

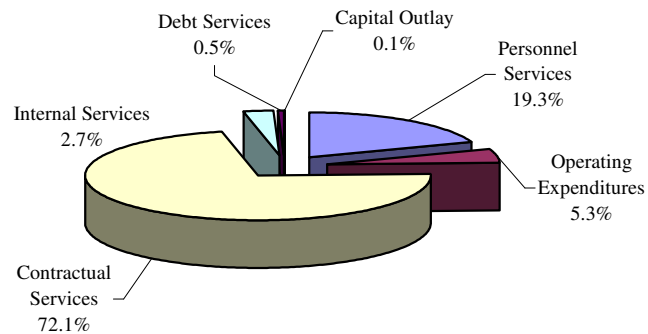
Agency contains the departments for Development Administration, Public Facilities, Planning, Building, Engineering, and Development related projects. It oversees all development projects within the City.

### Service Objective:

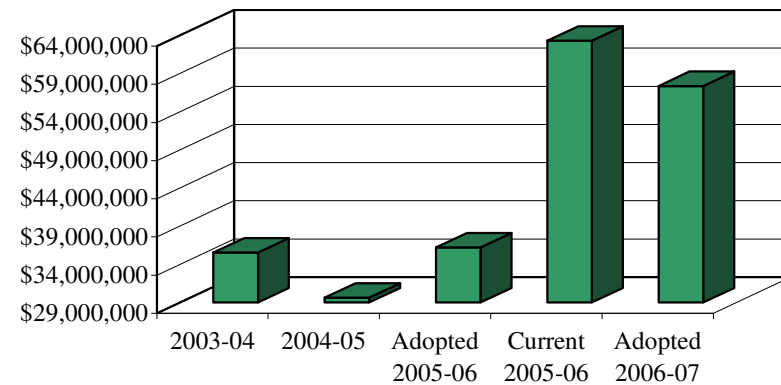
To ensure that Building, Engineering, Planning and Public Facilities work in harmony to ensure all construction and development activities are well managed with focus on improving and sustaining the health of the City's economy, its neighborhoods, and its infrastructure.

### Adopted Budget Expenditures

**\$57,360,790**



### Expenditures



### Budget

<u>Expenditures Category</u>	<u>FY 2003-04</u>	<u>FY 2004-05</u>	<u>Adopted FY 2005-06</u>	<u>Current FY 2005-06</u>	<u>Adopted FY 2006-07</u>	<u>% Change to Adopted 05-06</u>
Personnel Services	\$ 5,317,130	\$ 5,681,453	\$ 9,016,674	\$ 9,036,687	\$ 11,079,149	22.9%
Operating Expenditures	\$ 2,727,564	\$ 3,008,986	\$ 3,295,153	\$ 4,018,762	\$ 3,005,206	-8.8%
Contractual Services	\$ 24,323,584	\$ 19,298,358	\$ 20,998,590	\$ 39,076,375	\$ 41,366,979	97.0%
Internal Services	\$ 798,202	\$ 846,539	\$ 1,453,625	\$ 1,453,625	\$ 1,565,456	7.7%
Debt Services	\$ 82,264	\$ 499,190	\$ -	\$ 8,526,700	\$ 300,000	0.0%
Capital Outlay	\$ 2,275,176	\$ 300,868	\$ 1,432,823	\$ 1,167,671	\$ 44,000	-96.9%
<b>Total Expenditures</b>	<b>\$ 35,523,921</b>	<b>\$ 29,635,394</b>	<b>\$ 36,196,865</b>	<b>\$ 63,279,820</b>	<b>\$ 57,360,790</b>	<b>58.5%</b>
Annual Percentage Change		-16.6%	22.1%	74.8%	-9.4%	
Annual Amount Change		\$ (5,888,527)	\$ 6,561,471	\$ 27,082,955	\$ (5,919,030)	

Historical data may reflect fluctuations due to organizational restructuring.

## Development 2006-07 Department Summary

Department Title (Department ID)	Detail Book Page Number	2003-04		2004-05		2005-06 Adopted	2005-06 Current	2006-07 Adopted	% Change to Adopted Budget 2005-06
		Actual		Actual		Budget	Budget	Budget	
Development Administration (062)	54	\$ 300,008	\$	321,304	\$	631,364	\$ 753,337	\$ 821,462	30.1%
Public Facilities (171)	56	322,288		339,778		441,960	451,182	510,029	15.4%
Public Facilities Projects (320)	58	17,957,493		9,206,086		1,457,343	11,692,588	8,998,116	517.4%
Planning/Planning Administration (063)	60	357,941		397,288		474,076	490,351	496,796	4.8%
Planning/Planning - Current (064)	62	697,660		692,152		1,033,154	1,172,187	1,302,681	26.1%
Planning/Advanced Long Range Planning (065)	63	763,956		465,943		982,144	4,649,547	734,370	-25.2%
Planning/New Model Colony (066)	65	149,656		719,928		493,149	1,325,317	647,924	31.4%
Planning/Planning Projects (322)	66	10,072		15,000		29,971	54,971	-	-100.0%
Building/Building Administration (067)	67	174,740		185,965		218,776	218,776	286,245	30.8%
Building/Building Inspection (068)	68	1,744,480		2,097,627		2,300,651	2,318,002	2,486,801	8.1%
Engineering/Engineering Administration (069)	70	271,649		396,795		890,950	918,930	841,705	-5.5%
Engineering/Land Development (072)	72	182,870		401,719		810,836	1,320,309	2,522,228	211.1%
Engineering/Traffic Signal/Street Lighting (077)	74	1,686,654		1,696,456		1,934,482	2,017,431	1,739,816	-10.1%
Engineering/Traffic (078)	76	-		-		636,702	651,995	499,978	-21.5%
Engineering/Traffic Management (080)	77	125,120		120,075		139,707	143,730	151,738	8.6%
Engineering/Street Design Administration (082)	78	94,166		94,703		143,856	150,872	168,087	16.8%
Engineering/Field Services (083)	79	162,405		192,072		212,801	240,803	392,024	84.2%
Engineering/Water Engineering (084)	81	539,304		591,045		863,728	885,972	1,023,019	18.4%
Engineering/Sewer Engineering (085)	82	508,067		560,811		840,021	862,398	996,846	18.7%
Engineering/Storm Water/NPDES (183)	83	468,646		575,309		862,450	922,510	902,864	4.7%
Engineering/CFD 5 Eng Administration (186)	85	-		7,998		30,000	30,000	-	-100.0%
Engineering/CIP Design Administration (264)	86	-		-		34,900	36,900	33,760	-3.3%
Engineering/Engineering Projects (302)	87	9,006,744		10,557,338		20,233,844	27,833,280	29,974,301	48.1%
Engineering/NMC-DIF Engineering Projects (351)	109	-		-		-	3,638,432	1,300,000	0.0%
Engineering/OMC-DIF Engineering Projects (352)	110	-		-		500,000	500,000	530,000	6.0%
<b>TOTAL DEVELOPMENT</b>		<b>\$ 35,523,921</b>	<b>\$</b>	<b>29,635,394</b>	<b>\$</b>	<b>36,196,865</b>	<b>\$ 63,279,820</b>	<b>\$ 57,360,790</b>	<b>58.5%</b>

<b>Development</b> <b>2006-07 Department Summary</b>							
<b>Department Title (Department ID)</b>	<b>Detail Book Page Number</b>	<b>2003-04 Actual</b>	<b>2004-05 Actual</b>	<b>2005-06 Adopted Budget</b>	<b>2005-06 Current Budget</b>	<b>2006-07 Adopted Budget</b>	<b>% Change to Adopted Budget 2005-06</b>

Historical data may reflect fluctuations due to organizational restructuring.



## **Development Major Accomplishments Fiscal Year 2005-06**

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### **Public Facilities**

- Completed construction of the new Fire Station No. 7.
- Completed construction of the City Library Renovation/Expansion project.
- Reviewed nine specific plans for development.
- Submitted for final reimbursement of construction funds for De Anza Community and Teen Center project.

### **Planning**

- Selected the Planning Center as the lead consultant for the General Plan Update.
- Participated in regional planning efforts including: Southern California Association of Governments (SCAG) Growth Forecasting; SCAG 2 Percent Solution Project; First Thursday Workshop Group (IEUA); airport land use planning.
- Assisted in the formation and review of the Downtown Civic Center Project and managed and processed the certification of the Downtown Civic Center Project EIR.
- Received an Association of Environmental Professionals (AEP) Outstanding Resource Document award for the New Model Colony Historic Context Report.
- Completed several mandated reports including the Annual General Plan and Planning Department Activity Report, Housing Element Progress Report, Jobs Housing Balance Grant Progress Report and Certified Local Government Grant Final Report.
- Obtained a \$25,000 grant to develop a web-based interface to manage cultural resources (Phase II of the California Cultural Resource Database).
- Designed and facilitated the fabrication and installation of 7 Historic District monument signs at the entrances to the City's five Historic Districts.
- Awarded 4 Model Colony Awards for local historic preservation accomplishments to local residents.
- Issued 65 sign permits in conjunction with the Downtown Sign Abatement Program.
- Approval of the first NMC Specific Plan with the Edenglen project by Brookfield took place in November 2005. Additionally, 3 new specific plans (The Avenue, Rich-Haven, and Armstrong Ranch) were submitted for review, proposing the cumulative development of 6,167 single family residential units, 1,782 multi-family residential units, 1,050,000 square feet of commercial, 2 elementary schools and 1 middle school.

## **Development**

### **Major Accomplishments**

#### **Fiscal Year 2005-06**

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- Negotiated the joint use and/or third party agreements with Southern California Edison (SCE) for use and construction of their corridors as community trails.
- Initiated a joint planning effort with the NMC builders to complete the streetscape master plans and provide details for entry monument signage, intersection design, lighting, street furniture, etc.
- Assisted in the analysis and review of the agreement for financing the design and construction of infrastructure improvements serving an easterly portion of the NMC.
- Participated with other departments in the master planning of the central (great) park system.

#### **Building**

- Inspected and issued over 5,300 permits worth approximately \$250,000,000. These permits included:
  - 186 new single-family dwellings
  - 36 new commercial buildings
  - 54 new industrial buildings
  - 250 tenant improvements
  - 286 residential additions and alterations
  - 4,357 others
- Over 1,875 sets of plans submitted for review and approval.
- Performed over 53,000 building inspections.

#### **Engineering**

- Reviewed and provided technical support for the New Model Colony (NMC) for nine specific plans encompassing over 3,000 acres of new proposed development including over \$340 million of public improvements.
- Reviewed and processed 130 development applications (an increase of 8% over last year) encompassing over 1,400 acres.
- Coordinated the development of an offsite Natural Wetland Regional Treatment System at the outlet of the Cucamonga Creek Channel within the Prado Basin with multiple agencies including the US Army Corps of Engineers, Orange County Water District, Santa Ana Regional Water Quality Control Board, Inland Empire Utilities Agency, County of San Bernardino and the City of Chino.

**Development**  
**Major Accomplishments**  
**Fiscal Year 2005-06**

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- As part of the regional NPDES education program, staff outreached to 431 new businesses on NPDES regulations.
- Established a business license fee for the funding of NPDES compliance inspections.
- Finalized the Suggested Routes to School Sidewalk Priority Study and submitted 2 Cycle 5 Safe Routes to School grant applications for sidewalks on Francis Street between Oaks and Palmetto, Princeton Street between Baker and Corona, and on Baker Avenue between Princeton and Bonnie Brae.
- Completed Phase 2 of the three-year program to replace existing incandescent traffic signal lamps with energy saving Light Emitting Diode units.
- Secured \$2.4 million in SAFETEA-LU funds to start preliminary engineering and design work for the I-10 freeway at Grove Avenue interchange and Grove Avenue Corridor project.
- Processed and received Caltrans funding reimbursement for various grant funded traffic signal and ground access related projects totaling more than \$2.4 million.
- Performed preventative street maintenance in the form of a slurry seal treatment on over 13 million square feet of City pavement.
- Completed the pavement rehabilitation of Sultana Avenue from G Street to Fourth Street.
- Completed the pavement rehabilitation of Riverside Drive from Whispering Lakes Lane to Turner Avenue.
- Completed the installation of new waterlines on Granada Court from Boulder Avenue to Sultana Avenue, and on Virginia Avenue from Fourth Street to Princeton Street.
- Established Underground District No. 17 for Mountain Avenue to facilitate the under grounding of overhead utilities and add street lights.

**Development  
Major Goals  
Fiscal Year 2006-07**

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**Public Facilities**

**Operate in a Businesslike Manner**

- Update and improve landscape informational handouts.
- Provide technical staff support to the Development Advisory Board and the Recreation and Parks Commission.
- Inspect and plan check 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**

- Secure State grant funding for parks and open space development.

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

- Complete the design process and begin construction of Fire Station No. 9.
- Complete design and begin construction of the Ontario Events Center.
- Assist with design and construction of Dorothy A. Quesada Community Center.
- Assist with design and construction of D Street Park Renovation.
- Assist with design and construction of the Milliken Water Tank.
- Assist in the completion of construction documents for the sports/soccer complex.

**Planning**

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

- Participate in State/regional planning efforts affecting the City and monitor legislation affecting planning in the region.
- Participate and take a leadership role in Southern California Association of Government's (SCAG) program to explore greater jobs/housing balance opportunities within Ontario.

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

- Conduct a review of the Development Code and its processes for necessary changes to eliminate negative impacts to businesses.
- Manage and direct the General Plan Update in a timely, comprehensive and professional manner, ensuring close coordination between the consultants, City staff, City management, and policy makers.

## **Development Major Goals Fiscal Year 2006-07**

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- Explore the creation and funding of a downtown signage system to identify areas of interest and parking areas, and to promote business in the Downtown.

### **Focus Resources in Ontario's Commercial and Residential Neighborhoods**

- Designate additional residential/commercial areas as historic districts as they are surveyed and analyzed, if appropriate.
- Continue to review the remainder of properties on the Historic Resources Eligibility List in order to remove non-eligible structures and designate historic ones.

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

- Update the parks, open space, biological resources master plans, and all other master plans consistent with the current policy direction. Play a leadership role in the master planning of the central (Great) park system.
- Continue discussions with Southern California Edison Company regarding the use of Edison easements as community trails and open space, as well as the placement of utility poles along major thoroughfares in New Model Colony.
- As part of the SCAG Blueprint project and the City's General Plan Update, explore alternative land uses for appropriate areas within the New Model Colony to generate a greater jobs/housing balance.
- Complete the enhancement and refinement of streetscape master plans to provide details for entry monument signage, intersection design, lighting, street furniture, etc.

### **Engineering**

#### **Operate in a Businesslike Manner**

- Perform NPDES compliance inspections of 1,000 commercial and industrial businesses.
- Inspect 100 active construction sites for NPDES compliance.
- Complete the Citywide traffic signal system and communications master plan.

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

- Finalize engineering standard drawings and design guidelines to accommodate new design standards in the NMC.

**Development  
Major Goals  
Fiscal Year 2006-07**

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

- Begin preliminary engineering and design work using the \$2.4 million SFETEA-LU funds for the I-10 Freeway at Grove Avenue Interchange and Grove Avenue Corridor Project.
- Complete Phase 3 of the three-year program to replace existing incandescent traffic signal lamps with energy saving Light Emitting Diode units.
- Complete the construction on the Emporia Street Light project for the Redevelopment Agency.
- Complete the engineering, bidding, and construction of the Holt trunk Sewer to serve the Ontario Town Center project.
- Complete the engineering of the Spruce Street Sewer project.

**Development**  
**Performance Measures**  
**Fiscal Year 2006-07**

	Page, Goal #	Actual FY 2004-05	Actual FY 2005-06	Target FY 2006-07
<b><i>Public Facilities</i></b>				
Review and process Development Advisory Board applications within 10 working days	Pg. xxvii, 3	85%	90%	100%
Plan check landscape and grading plans within 10 working days	Pg. xxvii, 3	85%	90%	100%
Perform landscape inspections for occupancy within 48 hours	Pg. xxviii, 3	85%	90%	100%
<b><i>Planning</i></b>				
Approve/disapprove business licenses over the counter the same day	Pg. xxvii, 3	98%	95%	95%
Approve/disapprove mailed-in business licenses the same day received		95%	95%	95%
Process a response to remaining business licenses within 10 working days		100%	100%	100%
Process development applications:	Pg. xxvii, 3			
Site plans within 210 days		85%	90%	90%
Remaining site plans within 210 days		100%	100%	100%
Conditional Use Permits (ZA) – within 60 days of submittal		85%	20%	100%
Tract Maps within 120 days of application submittal		75%	75%	90%
Remaining Tract Maps application submittal within 210 days		100%	100%	100%
Respond to all land use questions (counter) same day	Pg. xxvii, 3	98%	100%	100%
Respond to all land use questions (phone) same day		90%	80%	95%
Process a response to remaining land use questions within 72 hours		100%	100%	100%
<b><i>Building</i></b>				
Provide initial response to complaints within 24 hours	Pg. xxviii, 3	100%	100%	100%
Provide inspection service for construction projects within 24 hours	Pg. xxviii, 3	100%	100%	100%
Plan check services within 10 working days (new construction)	Pg. xxviii, 3	90%	90%	95%

**Development  
Performance Measures  
Fiscal Year 2006-07**

	Page, Goal #	Actual FY 2004-05	Actual FY 2005-06	Target FY 2006-07
Provide over the counter plan check services for additions to residences and minor tenant improvements within 5 working days	Pg.xxvii, 3	60%	75%	80%
Provide consultant plan check services for new industrial and commercial projects within 10 working days	Pg.xxvii, 3	100%	100%	100%

***Engineering***

Complete the design of Capital Improvement Projects	Pg.xxix, 6	66%	64%	70%
Award construction contracts for the Capital Improvement Projects	Pg.xxix, 6	73%	50%	70%
Re-establish and preserve ties and corner records	Pg.xxix, 6	175 per year	280 per year	300 per year
Complete the review of development plans within 10 working days	Pg.xxvii, 3	90%	90%	90%