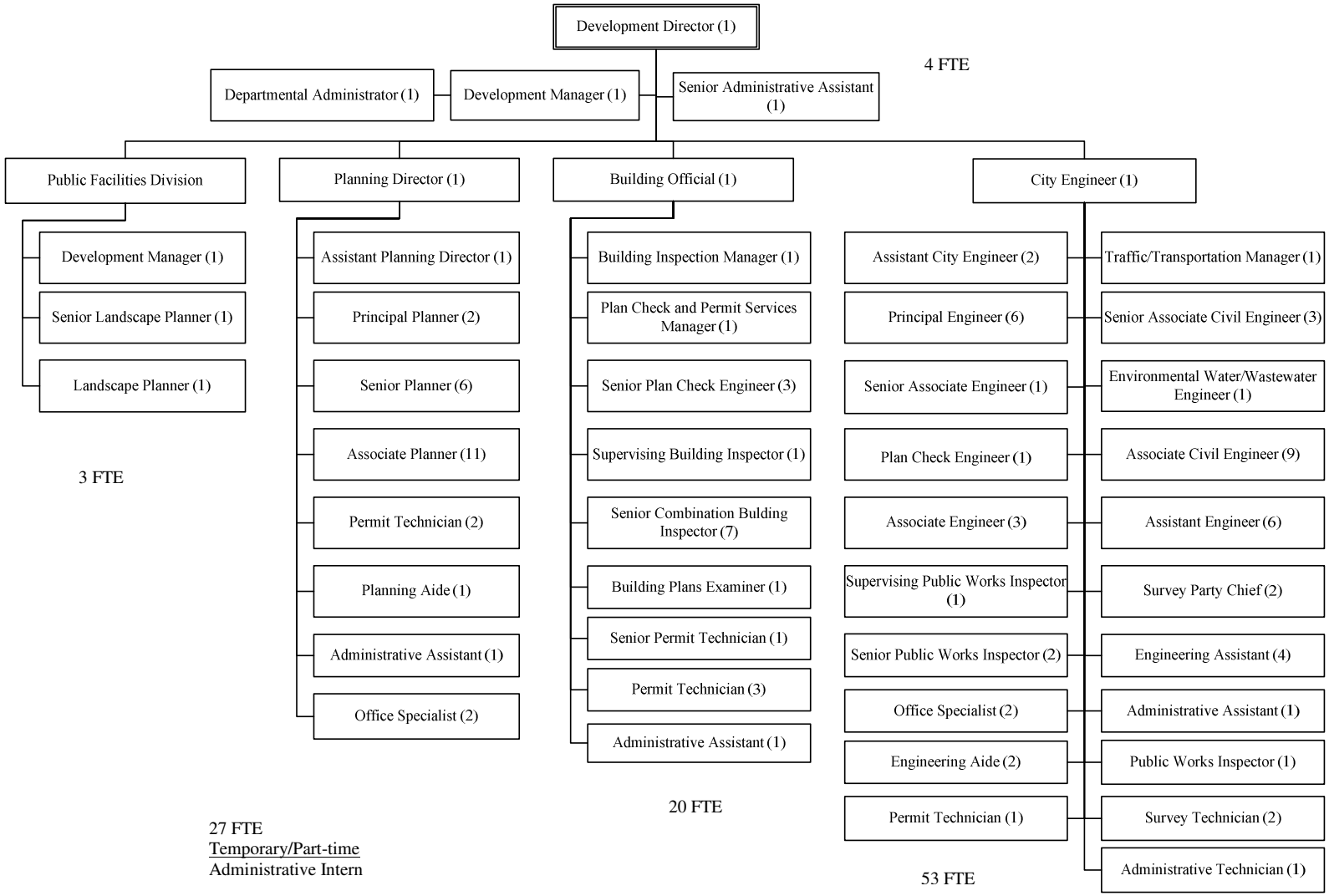
Development

Administration
Public Facilities
Planning
Building
Engineering

2007-08 Organization Chart
Development
Effective July 1, 2007
(107 Full-time employees)



City of Ontario
Summary of Personnel and Organizational Changes

Development	2005-06	2006-07	2007-08
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 Planner	2	0	0
Assistant Planning Director	0	0	1
Associate Planner	6	10	11
Office Specialist	2	2	2
Permit Technician	2	2	2
Planning Aide	1	1	1
Planning Compliance Inspector	0	1	0
Planning Director	1	1	1
Principal Planner	3	3	2
Senior Planner	6	6	6
	24	27	27
Building			
Administrative Assistant	0	1	1
Building Inspection Manager	1	1	1
Building Official	1	1	1
Building Plans Examiner	0	1	1
Permit Technician	3	3	3

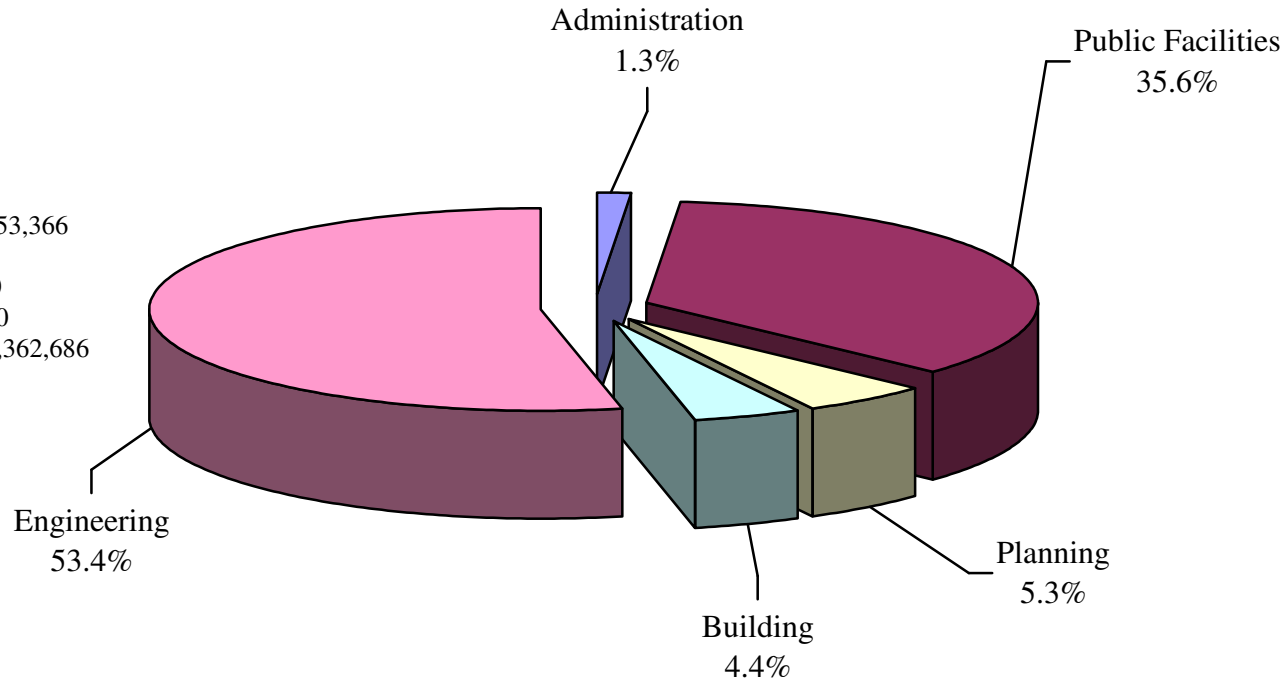
	2005-06	2006-07	2007-08
Plan Check and Permit Services Manager	1	1	1
Plan Check Engineer	1	0	0
Senior Combination Building Inspector	6	7	7
Senior Combination Bldg Insp/Plan Checker	1	0	0
Senior Permit Technician	1	1	1
Supervising Building Inspector	1	1	1
Senior Plan Check Engineer	1	3	3
	17	20	20
Engineering			
Administrative Assistant	1	1	1
Administrative Technician	0	0	1
Assistant City Engineer	2	2	2
Assistant Engineer	5	5	6
Associate Civil Engineer	8	9	9
Associate Engineer	3	3	3
City Engineer	1	1	1
Engineering Aide	2	2	2
Engineering Assistant	5	5	4
Environmental Water/Wastewater Engineer	1	1	1
Office Specialist	2	3	2
Permit Technician	1	1	1
Plan Check Engineer	1	1	1
Principal Engineer	5	6	6
Public Works Inspector	1	1	1
Senior Associate Civil Engineer	1	3	3
Senior Associate Engineer	1	1	1
Senior Public Works Inspector	3	3	2
Supervising Public Works Inspector	0	0	1
Survey Party Chief	2	2	2
Survey Technician	0	2	2

	2005-06	2006-07	2007-08
Traffic/Transportation Manager	1	1	1
	46	53	53
Total Development Agency	***94***	***107***	***107***

Development

Total Funds:	$71,122,204
General Fund:	$14,585,405
Other Funds:	$56,536,799

OTHER FUNDS CONSIST OF:
Gas Tax - $5,399,044
Measure I - $7,100,556
C.D.B.G. - $120,145
Ground Access - $3,678,081
General Fund Grants - $645,000
Capital Projects - $ 350,418
Water Capital - $1,512,800
Sewer Capital - $6,074,015
RDA Proj. Area #1 - $2,432,951
RDA Proj. Area #2 - $ 280,000
Storm Drain Maintenance - $1,353,366
Fire Impact - $6,127,957
OMC Street Impact - $1,499,780
NMC Stree t Impact - $3,600,000
Community Events Center - $16,362,686



AGENCY SUMMARY FOR FISCAL YEAR 2007-08

Development

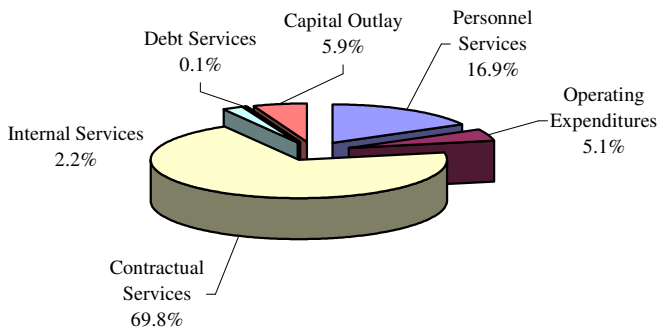
Agency contains the departments for Development Administration, Public Facilities, Planning, Building, Engineering, and Development related projects. It oversees all development projects within the City.

Service Objective:

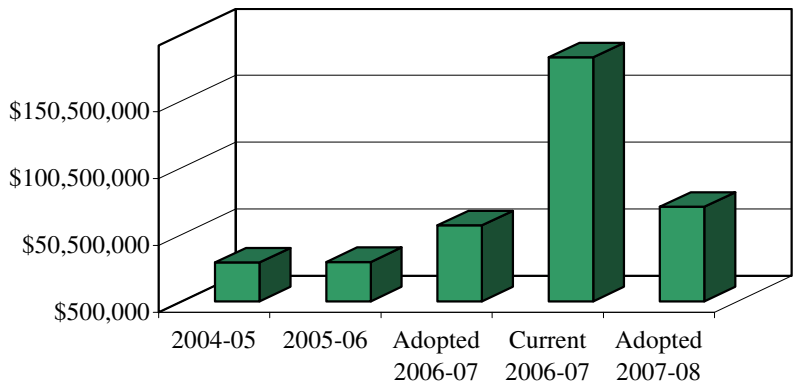
To ensure that Building, Engineering, Planning and Public Facilities work in harmony to ensure all construction and development activities are well managed with focus on improving and sustaining the health of the City's economy, its neighborhoods, and its infrastructure.

Adopted Budget Expenditures

$71,122,204



Expenditures



Budget

Expenditures Category	FY 2004-05	FY 2005-06	Adopted FY 2006-07	Current FY 2006-07	**Adopted FY 2007-08**	% Change to Adopted 06-07
Personnel Services	$ 5,681,453	$ 6,800,319	$ 11,079,149	$ 10,909,337	**$ 12,011,609**	8.4%
Operating Expenditures	$ 3,008,932	$ 3,419,448	$ 3,003,206	$ 5,736,003	**$ 3,628,809**	20.8%
Contractual Services	$ 19,298,358	$ 13,659,411	$ 41,368,979	$ 158,581,056	**$ 49,622,113**	20.0%
Internal Services	$ 846,539	$ 1,106,680	$ 1,565,456	$ 1,568,010	**$ 1,572,673**	0.5%
Debt Services	$ 499,190	$ 3,865,363	$ 300,000	$ 5,961,336	**$ 87,000**	-71.0%
Capital Outlay	$ 300,868	$ 1,091,441	$ 44,000	$ 136,394	**$ 4,200,000**	9445.5%
Total Expenditures	$ 29,635,340	$ 29,942,663	$ 57,360,790	$ 182,892,136	**$ 71,122,204**	24.0%
Annual Percentage Change		1.0%	91.6%	218.8%	-61.1%	
Annual Amount Change		$ 307,323	$ 27,418,127	$ 125,531,346	$ (111,769,932)	

Historical data may reflect fluctuations due to organizational restructuring.

Development
2007-08 Department Summary

Department Title (Department ID)	Detail Book Page Number	2004-05 Actual	2005-06 Actual	2006-07 Adopted Budget	2006-07 Current Budget	2007-08 Adopted Budget	% Change to Adopted Budget 2006-07
Development Administration (062)	84	$ 321,304	$ 686,409	$ 821,462	$ 881,962	**$ 932,070**	13.5%
Public Facilities (171)	86	339,778	324,910	510,029	489,459	**410,677**	-19.5%
Public Facilities Project (320)	88	9,206,086	7,711,960	8,998,116	120,824,275	**24,923,594**	177.0%
Planning/Planning Administration (063)	91	397,288	474,401	496,796	533,459	**679,335**	36.7%
Planning/Planning - Current (064)	93	692,152	933,000	1,302,681	1,629,346	**1,348,567**	3.5%
Planning/Advanced Long Range Planning (065)	94	465,943	1,056,681	734,370	4,425,757	**754,411**	2.7%
Planning/New Model Colony (066)	96	719,928	652,380	647,924	1,419,421	**550,936**	-15.0%
Planning/Planning Projects (322)	97	15,000	29,971	-	25,000	**420,000**	0.0%
Building/Building Administration (067)	98	185,965	213,105	286,245	323,399	**352,350**	23.1%
Building/Building Inspection (068)	99	2,097,573	2,030,405	2,486,801	2,998,444	**2,752,347**	10.7%
Engineering/Engineering Administration (069)	101	396,795	267,215	841,705	913,954	**821,585**	-2.4%
Engineering/Land Development (072)	103	401,719	899,527	2,522,228	2,569,025	**2,154,408**	-14.6%
Engineering/Traffic Signal/Street Lighting (077)	105	1,696,456	1,663,501	1,739,816	1,967,638	**1,812,198**	4.2%
Engineering/Traffic (078)	107	-	-	499,978	502,078	**476,711**	-4.7%
Engineering/Traffic Management (080)	108	120,075	134,799	151,738	152,548	**150,577**	-0.8%
Engineering/Street Design Administration (082)	109	94,703	119,222	168,087	170,286	**238,357**	41.8%
Engineering/Field Services (083)	110	192,072	212,265	392,024	397,493	**2,391,595**	510.1%
Engineering/Water Engineering (084)	112	591,045	713,153	1,023,019	1,030,739	**1,012,800**	-1.0%
Engineering/Sewer Engineering (085)	113	560,811	711,755	996,846	1,001,145	**994,015**	-0.3%
Engineering/Storm Water/NPDES (183)	114	575,309	698,159	902,864	973,447	**962,085**	6.6%
Engineering/CFD 5 Eng Administration (186)	-	7,998	5,442	-	-	**-**	0.0%
Engineering/CIP Design Administration (264)	116	-	13,622	33,760	33,760	**33,480**	-0.8%
Engineering/Engineering Project (302)	117	10,557,338	10,390,782	29,974,301	33,622,954	**21,850,326**	-27.1%
Engineering/NMC-DIF Engineering Project (351)	134	-	-	1,300,000	5,476,547	**3,600,000**	176.9%
Engineering/OMC-DIF Engineering Project (352)	136	-	-	530,000	530,000	**1,499,780**	183.0%
TOTAL DEVELOPMENT		**$ 29,635,340**	**$ 29,942,663**	**$ 57,360,790**	**$ 182,892,136**	**$ 71,122,204**	24.0%

Historical data may reflect fluctuations due to organizational restructuring.

Development
Major Accomplishments
Fiscal Year 2006-07

Public Facilities

- Completed construction drawings for Fire Station No. 9.
- Completed construction drawings for the Citizens Business Bank Arena.
- Reviewed nine specific plans for development.
- Assisted with completion of construction drawings for the Dorothy A. Quesada Community Center.

Planning

Current Planning

- A total of 308 development and land use entitlement applications were completed in 2006, the largest number of applications ever received. Major project entitlements included Piemonte (Panattoni) master plan and development plan for the first mixed use building, the JH Snyder downtown project, the master plan and first building approval for the Airport Towers Office project at Guasti (PGP Partners), Ameriton's development of 258 condominiums next to the new Lowe's, Kaiser Permanente Medical Complex, Mills Gateway Office complex (Bates), Country Inn Suites, Hillwood industrial complex, Daybreak Properties' mixed use commercial project including Cambria Suites hotel – 5 story office and commercial, airport gateway Center, and Belmont Grove Industrial complex.
- Responded to over 13,000 requests for information and assistance regarding land use, entitlement processing, application submittals, permits, and business licenses at the public information counter.

Advance Planning

- Completed the first year of a two year program to update the City's General Plan which included the collection and analysis of base information which lead to the Existing Conditions Report, adoption of a Vision statement for the City, creation of a web-site for the project, interviews with key stakeholders, development of a computer aided land use scenario tool, and initiation of a draft Guidance Program.
- Analyzed and responded to approximately 30 notices from inter-jurisdictional agencies for environmental reviews and projects that may potentially affect the City.
- Attended and participated in regional planning efforts including: SCAG Growth Forecasting; SCAG Blueprint Program, First Thursday Workshop Group (IEUA); airport land use planning.
- Received APA Awards for the 2005 Annual Report and the California Historic Resources Inventory Database (CHRID).

- Submitted an FAA grant and completed an RFP/RFQ for the Airport Land Use Compatibility Plan.
- Completed Phase I of the NMC habitat mitigation project.
- Completed the Downtown Civic Center PUD to support the J.H. Snyder Project.
- Participated in SCAG 2035 Forecast and 2014 RHNA.
- Began management of the NMC Habitat Mitigation Program with the hiring of the Riverside Land Conservancy.

Historic Preservation

- Obtained a $12,000 grant to develop a web-based interface to manage cultural resources (Phase II of the California Cultural Resource Database).
- Processed 42 Section 106 Reviews under the Programmatic Agreement to streamline review of the City's home improvement program.
- Processed 42 historic preservation applications including 8 Mills Act Contracts and 2 local landmark applications.
- Processed 22 historic property Tier determinations.
- Awarded 7 Model Colony Awards for local historic preservation accomplishments to local residents at a City Council meeting and hosted a reception to honor the award recipients.
- Received a $25,000 CLG grant to develop a GIS mapping component and enhancements to the CHRID.
- Worked with 20 property owners on Downtown revitalization efforts including façade improvement concepts, illegal sign abatement and historic restoration projects.
- Designed and facilitated the fabrication and installation of two Villa Historic District Signs.

New Model Colony

- Five more specific plans were approved by the City Council bringing the total number of specific plans approved to six and grants entitlements to the development of 7,697 single family dwelling units, 2,433 multi-family dwelling units, 680,420 square feet of commercial development and 550,000 square feet of light industrial/business park space. The specific plan approvals have also identified the locations of four elementary schools, one middle school and 60 acres of the Great Park. Additionally, the City has approved 17 Tentative Tract maps and four Development Plan applications.
- The 11th specific plan in the New Model Colony was submitted for "The Lakes" which proposes the development of 1,738 residential units around a series of public and private lakes on the eastern half of the New Model Colony.

- Continued 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 the New Model Colony. Additionally, staff and New Model Colony Builders are moving forward with plans for the relocation of power poles along major backbone streets within the New Model Colony.
- As part of the SCAG Blueprint project and the City's General Plan Update, explored alternative land uses for appropriate areas within the New Model Colony to generate a greater jobs and housing balance.

Building

- Construction valuation increased by 70%.
- Plan check submittals increased by 10%.
- Inspections performed increased by 20%.

Engineering

Land Development Section

- Reviewed and provided technical support for the New Model Colony for nine specific plans encompassing over 3,000 acres of new proposed development including over $340 million of public improvements.
- Processed and issued over 1,800 various permits such as encroachment, traffic control, and oversize/wide load permits for work within the public right-of-way (a decrease of 10% over last year).
- Reviewed and processed 120 development applications encompassing over 680 acres comprised of 1200 residential units and 1.4 million square feet of commercial developments, and 4 million square feet of industrial developments.
- Reviewed and approved land development projects and issued construction permits with public improvements in excess of $150 million (an increase of 900% over last year).
- Provided assistance at the public counter for 5,900 persons (an increase of 9% over last year).
- Secured a $5 million grant for the construction of Phase 1 of a 200 acre offsite Natural Wetland Regional Treatment System at the outlet of the Cucamonga Creek Channel within the Prado Basin.
- Completed the engineering plan check and started construction on $100 million of public improvements for the NMC Phase 1 infrastructure.

- Developed engineering standards for a citywide minimum pavement structural section to provide a 20-year lifespan and thereby reducing pavement maintenance costs.
- Developed engineering design guidelines/criteria and plan check processes to facilitate the design and construction of public improvements in the NMC as well as to improve upon previous design inconsistencies in the OMC.
- Performed NPDES compliance inspections for 1,200 industrial businesses.

Traffic Transportation Section

- Replaced all incandescent traffic signal lamps with Light Emitting Diodes (LED) at 155 intersections and received a $62,000 one time SCE rebate in addition to an ongoing annual energy cost savings in excess of $600,000.
- Secured a $2.4 million SAFETEA-LU Grant for the I-10 Freeway at Grove Avenue Interchange and Grove Avenue Corridor Project for the preliminary engineering phase.
- Obtained a $225,000 State Safe Routes to School Grant for the Francis Street sidewalk.
- Completed construction on the Emporia Street Light project for the Redevelopment Agency.
- Completed the bid documents for the I-10 Freeway at Haven Avenue landscaping project in preparation for construction in the first quarter of FY 2007-08.

Field Services Section:

- Provided construction inspection for 700 encroachment permits totaling $15 million in Capital Projects and $13 million in Development Projects.

Capital Improvement Projects Section

- Provided Right-of-Way Acquisition services within the New Model Colony.
- Completed the construction of the Eastern Trunk Sewer Project, a key infrastructure element to allow development of the New Model Colony (East).
- Provided for the design of the Holt Trunk Sewer Project (Cucamonga to Euclid) to serve the Ontario Town Center Project (Snyder Development.
- Began the preliminary engineering and environmental work for the Mission Boulevard Widening Project (Archibald to Haven) as part of the Ground Access Program for LA/Ontario International Airport.

Development
Major Goals
Fiscal Year 2007-08

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 80% construction of Fire Station No. 9.
- Complete 80% construction of the Ontario Events Center.
- Assist with construction of Dorothy A. Quesada Community Center.
- Assist with landscaping of the Milliken Water Tank.
- Assist with construction for the sports/soccer complex.

Planning

Operate in a Businesslike Manner

- Provide timely, predictable, comprehensive, and professional review of all development and land use applications.
- Coordinate environmental reviews of City initiated projects with responsible departments. Manage the administration of EIR contracts for all OMC and NMC projects.

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.
- Take a leadership role in SCAG's Blueprint program to explore greater jobs/housing balance opportunities within Ontario and also participate in a similar I-10 Corridor study being done by SANBAG.

Development
Major Goals
Fiscal Year 2007-08

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, on an "as-needed" basis.
- Manage and direct the completion of the General Plan Update in a timely, comprehensive, and professional manner, ensuring close coordination between the consultants, city staff, city management, and decision makers.
- Explore the creation and funding of a Downtown way-finding 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

- Survey, analyze and designate additional residential / commercial areas as historic districts, as they are surveyed and analyzed.
- 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/or all other master plans) consistent with the current policy direction.
- 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 NMC.

Building

Operate in a Businesslike Manner

- Provide responsive service to the public, business and development communities.
- Provide accurate information to those requesting Counter, Plan Check, and Inspection services in compliance with State and City regulations.
- Continue digitizing City records for review at the front counter and develop a program for review on the City website

Development
Major Goals
Fiscal Year 2007-08

Engineering

Operate in a Businesslike Manner

- Provide high quality engineering plan check services within standard turnaround times of 3 weeks for the first check and 2 weeks thereafter.
- Develop surveying standards for the use of GPS technology.
- Update the Storm Water Pollution Abatement Charge (Basic Assessment Unit Fee).
- Participate in development of communication protocols and management systems to coordinate inspection/material testing during NMC construction of Phase I.

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

- Start construction of Phase 1 of the 200-acre offsite Natural Wetland Regional Treatment System at the outlet of the Cucamonga Creek Channel within the Prado Basin to meet Water Quality Management Plan requirements for new developments in the New Model Colony.
- Seek additional funding through Proposition 84 for Phases 2 and 3 of the Natural Wetland Regional Treatment System.
- 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

- Complete the I-10 Freeway at Haven Avenue Interchange landscaping project.
- Begin the preliminary engineering phase of the I-10 Freeway at Grove Avenue Interchange and Grove Avenue Corridor Project.
- Design and construct the second phase of the Holt Trunk Sewer (Euclid to San Antonio) to service future phased of the Ontario Town Center Project and other areas in the northwest portion of the city. The implementation of this project will reduce downstream sewer upgrade costs by $10 million.

Development

Performance Measures

Fiscal Year 2007-08

	Page, Goal #	Actual FY 2005-06	Estimated FY 2006-07	Target FY 2007-08
Public Facilities				
Review and process Development Advisory Board applications within 10 working days	Pg. xxix, 4	90%	90%	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%	90%	100%
Planning				
Review business licenses over the counter the same day	Pg. xxix, 4	95%	95%	95%
Review mailed-in business licenses the same day received		95%	80%	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		90%	95%	90%
Remaining site plans within 210 days		100%	100%	100%
Conditional Use Permits (ZA) – within 60 days of submittal		20%	90%	100%
Tract Maps within 120 days of application submittal		75%	95%	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%	80%	95%
Process a response to 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 service for construction projects within 24 hours	Pg. xxix, 4	100%	100%	100%
Plan check services within 10 working days (new construction)	Pg. xxix, 4	90%	90%	95%

Development

Performance Measures

Fiscal Year 2007-08

	Page, Goal #	Actual FY 2005-06	Estimated FY 2006-07	Target FY 2007-08
Building (cont)				
Provide over the counter plan check services for additions to residences and minor tenant improvements within 5 working days	Pg.xxix, 4	75%	77%	80%
Provide consultant plan check services for new industrial and commercial projects within 10 working days	Pg.xxix, 4	100%	100%	100%
Engineering				
Award construction contracts for the Capital Improvement Projects	Pg.xxxii, 8	50%	51%	70%
Re-establish and preserve ties and corner records	Pg.xxxii, 8	280 per year	300 per year	400 per year
Complete the review of development plans within 10 working days	Pg.xxix, 4	90%	90%	90%