

(R-2018-594)

RESOLUTION NUMBER R- **311784**
DATE OF FINAL PASSAGE **JUN 14 2018**

A RESOLUTION OF THE COUNCIL OF THE CITY OF
SAN DIEGO ACCEPTING AND APPROVING THE
ADMINISTRATIVE BUDGET FOR FISCAL YEAR 2019 FOR
CIVIC SAN DIEGO AND AUTHORIZING RELATED
ACTIONS.

WHEREAS, the City of San Diego (City) is the sole shareholder of Civic San Diego, a nonprofit public benefit corporation (Civic San Diego), formerly known as Centre City Development Corporation, Inc. (CCDC); and

WHEREAS, Civic San Diego performs certain functions related to the wind down of redevelopment, as well as permitting, planning, and public works for downtown, management of the downtown parking district, and City-wide special projects and economic development; and

WHEREAS, the former Southeastern Economic Development Corporation (SEDC), a nonprofit public benefit corporation, was merged into Civic San Diego; and

WHEREAS, in Resolution No. R-307539 adopted effective June 28, 2012, the City Council approved the Amended and Restated Bylaws of Civic San Diego (Amended Bylaws), which, among other things, confirmed the reorganization of CCDC and SEDC under the corporate structure of Civic San Diego and established modified procedures for the governance and operation of Civic San Diego; and

WHEREAS, the Fiscal Year 2019 annual administrative budget for Civic San Diego (FY 19 Budget) has been prepared for the City Council's consideration in accordance with Section 6.1 of the Amended Bylaws; NOW, THEREFORE,

BE IT RESOLVED, by the City Council of the City of San Diego, as follows:

1. The FY 19 Budget for Civic San Diego is accepted and approved. A copy of such budget shall be placed on file in the City Clerk's office as Document No. RR- 311784.

2. Approval of the FY 19 Budget constitutes authority for the expenditure of available funds in Fiscal Year 2019, which are anticipated to include: (i) funds provided by the City of San Diego, solely in its capacity as the designated successor agency to the Redevelopment Agency of the City of San Diego, a former public body, corporate and politic; (ii) funds allocated by the City Council from such sources as Community Development Block Grant, property tax revenue, sales tax, parking meter revenues, and others; (iii) funds collected by Civic San Diego in the form of permit application fees and any similar fees; (iv) funds provided by such entities as the U.S. Department of Housing and Urban Development, Economic Development Administration and others; (v) grants provided by federal, state, or local governments, and (vi) any other funds that may be received.

3. The City Chief Financial Officer, or designee, is hereby authorized to (a) establish the necessary accounts; (b) appropriate all monies available up to the amounts shown in the FY 19 Budget; (c) record the expenditures of funds and the recovery of all accrued costs subject to the amount of available revenues; (d) provide advances to Civic San Diego for operating expenses related solely to permitting functions, up to an amount equal to fifty percent (50%) of the permit-related services reflected in the FY 19 Budget; and (e) provide advances to Civic San Diego for operating expenses related to all functions other than permitting, up to an amount equal to fifteen percent (15%) of the non-permit-related services reflected in the FY 19 Budget. In making the advances to Civic San Diego described in clauses (d) and (e) of the immediately preceding sentence, the City may utilize a portion of the property tax revenue distributed to the

City from the residual balance of the Redevelopment Property Tax Trust Fund or may utilize such other available City funds as deemed appropriate by the City Chief Financial Officer.

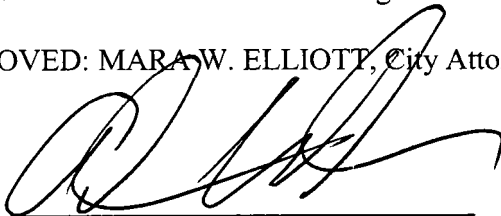
4. Civic San Diego's Chief Financial Officer, or designee, is authorized to request the City Chief Financial Officer, as delegated, to make budgetary transfers between line items in the FY 19 Budget in accordance with Section 6.1 of the Amended Bylaws.

5. The FY 19 Budget for Civic San Diego shall be increased automatically to reflect any revenues received in excess of budget estimates, when Civic San Diego's Chief Financial Officer, or designee, certifies that additional revenues and monies to be received are available.

6. Civic San Diego will develop and track performance measures during Fiscal Year 2019 to be included in Civic San Diego's Fiscal Year 2020 budget.

APPROVED: MARA W. ELLIOTT, City Attorney

By



Adam Wander
Deputy City Attorney

ARW:jdf
05/29/18
Or.Dept: Civic San Diego
Doc. No.: 1760354

I certify that the foregoing Resolution was passed by the Council of the City of San Diego, at this meeting of JUN 11 2018.

ELIZABETH S. MALAND
City Clerk

By


Deputy City Clerk

Approved: 6/11/18

(date)


KEVIN L. FAULCONER, Mayor

Vetoed: _____

(date)

KEVIN L. FAULCONER, Mayor

Passed by the Council of The City of San Diego on JUN 11 2018, by the following vote:

Councilmembers	Yeas	Nays	Not Present	Recused
Barbara Bry	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lorie Zapf	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chris Ward	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Myrtle Cole	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mark Kersey	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chris Cate	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scott Sherman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
David Alvarez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Georgette Gomez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Date of final passage JUN 14 2018.

(Please note: When a resolution is approved by the Mayor, the date of final passage is the date the approved resolution was returned to the Office of the City Clerk.)

AUTHENTICATED BY:

(Seal)

KEVIN L. FAULCONER

Mayor of The City of San Diego, California.

ELIZABETH S. MALAND

City Clerk of The City of San Diego, California.

By , Deputy

Office of the City Clerk, San Diego, California

311784

Resolution Number R-_____



REPORT NO. CSD-18-06

DATE ISSUED: June 6, 2018

ATTENTION: Council President and City Council

ORIGINATING DEPT.: Civic San Diego

SUBJECT: Proposed Fiscal Year 2018-2019 Administrative Budget and Work Plan for Civic San Diego – General

COUNCIL DISTRICTS: Citywide

STAFF CONTACT: Andrew T. Phillips, Chief Financial & Operating Officer
619-533-7127

STAFF RECOMMENDATION: That the City Council recommends approval of the proposed Fiscal Year 2018-2019 Administrative Budget (“FY19 Budget”) and Work Plan for Civic San Diego (“CivicSD”).

SUMMARY: Annually, CivicSD must prepare and submit a budget to the City of San Diego (“City”) to be incorporated into the City’s budget. The City requests that City Agencies submit a proposed FY19 Budget by April 2, 2018 for technical review by the Financial Management Department. The City plans to present its FY19 Proposed Budget to the Budget Review Committee (BRC) May 2nd through 9th, 2018. CivicSD will also present the proposed FY19 Budget to the BRC.

This memorandum, combined with the attachments, represents the proposed FY19 Budget and Work Plan for CivicSD. The proposed FY19 Budget totals \$9,486,000.

FISCAL CONSIDERATIONS: The FY19 Budget of \$9,486,000 has increased by \$1,503,000 (18.8%) compared to the Fiscal Year 2017-2018 Budget (“FY18 Budget”). The FY19 Budget is categorized by function and respective revenue sources; permit fees, parking meter revenues, administrative fees, project management fees, grants, and other.

ECONOMIC IMPACTS: None.

CIVIC SAN DIEGO RECOMMENDATION: On March 28, 2018, the CivicSD Board voted 7-0 to support the staff recommendation.

COMMUNITY PARTICIPATION AND PUBLIC OUTREACH EFFORTS: None.

KEY STAKEHOLDERS AND PROJECT IMPACTS: None.BACKGROUND:

Annually, CivicSD must prepare and submit a budget to the City to be incorporated into the City's budget. The FY19 Budget must be submitted to the City by April 2, 2018 for technical review. With the dissolution of redevelopment, the City, as Successor Agency, has engaged CivicSD to implement the redevelopment wind down function pursuant to Assembly Bills x1 26 and 1484. In addition, CivicSD, through the Operating and Agency Agreements, manages other functions including Planning, Parking District, Public Works, and Economic Development.

DISCUSSION:

The proposed FY19 Budget totals \$9,486,000, which represents an increase of \$1,503,000 (18.8%) compared to the FY18 Budget. The administrative budget is comprised of Personnel Expenses (salaries and benefits) and Non-Personnel expenses (general administration costs to operate the corporation), and are reflected in the table below.

	FY19 Proposed Budget	FY18 Adopted Budget	2018-2019 Change
FTEs	34.0	38.0	(4.0)
Personnel Expense	\$ 4,625,000	\$ 4,929,000	\$ (304,000)
Non-Personnel Expense	\$ 1,951,000	\$ 1,857,400	\$ 93,600
Programs & Projects	\$ 2,910,000	\$ 1,196,600	\$ 1,713,400
Total	\$ 9,486,000	\$ 7,983,000	\$ 1,503,000

Personnel Expenses are budgeted at \$4.6 million (salaries \$3.3 million; benefits and taxes \$1.3 million). This is a decrease of \$304,000 (6.2%) over FY18. The Personnel line item is comprised of 34 FTE's and one intern, a decrease of four FTE's as compared to FY18. The FY19 budget proposes a 3.0% merit pool as well as a contingency for potential payout of accrued vacation, adjustments to salaries that may be necessary when hiring or for special circumstances, such as severance or retention adjustments.

The Non-Personnel Expense budget increased by \$93,600 (5.0%) compared to the FY18 Budget. The increase in non-personnel expenses is primarily attributable to increases in Office Rent and Consultant Cost. Office Rent increased by approximately \$44 thousand as compared to FY18. This increase is due to scheduled adjustments to both the base rent (3% annual increase) as well as an increase in the common area maintenance and property tax reimbursement. Consultant Costs are projected to increase by approximately \$54 thousand. The increase is related to the Outreach and Communication function in anticipation of the need to engage outside consultants rather than internal staff due to transitions in the outreach and communication staff in-house.

The Programs and Project Expense budget increased by \$1,713,400 as compared to the FY18 Budget. The Community Investments Program budget for FY19 is \$255,000, a decrease of approximately \$742 thousand from FY18. The FY19 programs include continued funding for the Community Investment/Smart Growth fund; pursuit of an EB-5 program; pursuit of an Opportunity Zone designation and fund; activation of community kitchens; District 4 business attraction initiatives; Business Improvement Districts Access to Capital programs; Supplier diversity programs; Fiscal sponsorship programs and continued community and stakeholder engagement.

Attachment B is the CivicSD FY19 Work Plan as required under the Operating Agreement.

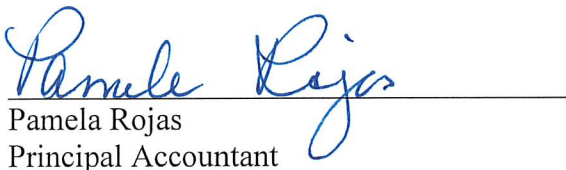
Environmental Impact: This activity is not a “Project” for purposes of the California Environmental Quality Act (CEQA) because it does not fit within the definition of a “Project” set forth in Public Resources Code Section 21065 or CEQA Guidelines Section 15378. Therefore, this activity is not subject to CEQA pursuant to CEQA Guidelines Section 15060(c)(3).

CONCLUSION: This memorandum, combined with the attachments, represents the proposed FY19 Administrative Budget and Work Plan for CivicSD.

Respectfully submitted,



Andrew T. Phillips
Chief Financial & Operating Officer



Pamela Rojas
Principal Accountant

Attachments: A – Proposed Fiscal Year 2018-2019 Administrative Budget
B – Proposed Fiscal Year 2018-2019 Work Plan

CIVIC SAN DIEGO

PROPOSED FY 2018 - 2019 ADMINISTRATIVE BUDGET

Prepared:
March 22, 2018

Approved by City of San Diego
City Council:
June 11, 2018

ATTACHMENT A

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**BUILDING GREAT URBAN NEIGHBORHOODS.
TOGETHER**

VISION

Revitalized urban neighborhoods that are great places to live, work and recreate, making San Diego economically competitive with the world's best cities

MISSION

Be the entrepreneurial partner to improve economic and social well being with a better built environment in targeted urban neighborhoods

VALUES

Entrepreneurial, results-driven culture

Leaders in innovation

Open engagement with neighborhoods

Cultural understanding

Trusted partner

Accountable

GOALS

To build Public Private Partnerships and use leveraged financing to:

Advance community goals through public improvements

Provide affordable housing, smart mixed-use and transit-oriented development

Foster livable, sustainable and healthy neighborhoods

Nurture small business and stimulate job creation

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SUMMARY OF CIVIC SAN DIEGO'S BUDGET

	FY 2019 PROPOSED	FY 2018 BUDGET	2018-2019 CHANGE
Positions	34.0	38.0	(4.0)
Personnel Expense	\$ 4,625,000	\$ 4,929,000	\$ (304,000)
Non-Personnel Expenses	\$ 1,951,000	\$ 1,857,400	\$ 93,600
Programs & Projects	\$ 2,910,000	\$ 1,196,600	\$ 1,713,400
TOTAL	\$ 9,486,000	\$ 7,983,000	\$ 1,503,000

FISCAL YEAR 2018-2019 BUDGET

The Proposed Fiscal Year 2018 - 2019 Budget (FY19 Budget) has increased by 18.8%, or \$1,503,000, as compared to the Fiscal Year 2017 - 2018 Budget (FY18 Budget). The Budget is broken down into three major categories including Personnel Expenses, Non-Personnel Expenses and Program and Projects. The FY19 Budget is further categorized by function and each function's respective revenue source(s). The anticipated functions for FY19 include: permit processing for which Civic San Diego (Corporation) will collect permit application fees to offset expenses; Downtown Community Parking District (DCPD) activities for which the Corporation will seek reimbursement for expenses from the City of San Diego (City) parking meter revenue and other associated parking revenues; Successor Agency Administration, Property Management and Project Management for which the Corporation will seek reimbursement from the City as the Successor Agency for expenses included within the Successor Agency's budget for Administrative and Project Management functions along with specific Recognized Obligation Payment Schedule (ROPS) line items; Housing Successor Administration and Project Management for which the Corporation will seek reimbursement from the Housing Successor Entity; Reimbursement from the New Markets Tax Credit (NMTC) CDE associated with the administration of the NMTC program; Reimbursement for other activities which the Corporation will offset expenses by seeking grants and other external revenues or utilizing existing fund balances from prior year revenues collect by the Corporation such as Floor Area Ratio (FAR) Bonus fees; Reimbursement from the funds allocated to the Corporation through the City's General Fund for Economic Development, Development Impact Fees (DIF) and other funds the City may make available to the Corporation. Table 1 summarizes the budget by function. Detailed information can be found on Schedule 2 of the Budget – Budget by Function and supporting Schedules 4A to 4H.

Table 1 - Budget Function		Amount
Successor Agency		
Administration	\$ 1,425,379	
Project Management	598,378	
Total Successor Agency		\$ 2,023,757
Housing Successor Entity		965,778
Permit & Planning		921,266
Parking Programs		735,769
Community Investments		766,549
New Markets Tax Credit		614,509
Other Programs		3,458,372
Total FY19 Budget		<u>\$ 9,486,000</u>

FISCAL YEAR 2018-2019 PROJECTED REVENUES

The Corporation receives revenues from several sources including reimbursements from the City, the City as Successor Agency, the DCPD, and the NMTC Fund. The Corporation collects permit fees associated with the processing of development permits in downtown San Diego. The Corporation receives other revenues including FAR Bonus fees, DIF, proceeds from grant, and deposits from developers to offset the expense of staff, legal and consultant costs associated with the negotiation of development transactions. Table 2 below is a comparison of budgeted revenues for FY19 and FY18.

Table 2	Fiscal Year	Fiscal Year	
Revenue Description	2018-2019	2017-2018	2018-2019
	Proposed	Adopted	Change
Reimbursement - Successor Agency	\$ 1,594,661	\$ 2,654,319	\$ (1,059,658)
Reimbursement - City			
Housing Successor Entity	965,778	965,842	(64)
Property Management Fund	429,096	-	429,096
Parking District/Garages	735,769	504,774	230,995
Reimbursement from the NMTC Fund	1,281,058	1,101,021	180,037
Permit & Planning Fees	921,266	1,116,145	(194,879)
Grants	1,700,000	750,000	950,000
Other Revenues	433,372	690,900	(257,528)
FUND BALANCE - FAR Bonus Fees	1,425,000	200,000	1,225,000
Total	<u>\$ 9,486,000</u>	<u>\$ 7,983,000</u>	<u>\$ 1,503,000</u>

Reimbursement from the Successor Agency – The Corporation, under its Operating Agreement and Agency Agreement (Agreements) with the City, is permitted to seek reimbursement from the City as Successor Agency for activities related to the wind down of redevelopment in accordance with Assembly Bills x1 26 and 1484. These activities include Successor Agency Administration and Project Management. These expenses are billed to the respective line items in the ROPS. The Corporation is reimbursed dollar for dollar based on actual expenditures. It is anticipated that the Corporation would receive reimbursements from the Successor Agency of approximately \$1,594,661. Reimbursements from the Successor Agency have decreased as workloads associated with the wind down of redevelopment activities have also decreased. Additionally, funding associated with the management and oversight of the Successor Agency real estate assets have shifted from the Successor Agency to the City of San Diego after the Department of Finance approved the transfer of the assets to the City in accordance with the Long Range Property Management Plan (LRPMP). Details of the anticipated revenues can be found on Schedule 3 under Reimbursement from the Successor Agency.

Reimbursement from the City – The Corporation, under its Agreements with the City, is permitted to seek reimbursement from the City for activities related to the Housing Successor Entity, Property Management Fund, the Downtown Community Parking District, Economic Development or other duties as assigned to the Corporation by the City. The Corporation is reimbursed dollar for dollar based on actual expenditures. It is anticipated that the Corporation would receive reimbursement from the City of approximately \$2,127,974. Reimbursement from the Housing Successor Entity is projected to increase due to the transfer or potential sale of properties and the management of the remaining City properties. Reimbursement from the Property Management Fund is also projected to increase due to the transfer of assets from the Successor Agency to the City of San Diego while the former Redevelopment Agency assets are disposed of in accordance with the Department of Finance approved LRPMP. Details of the anticipated revenues can be found on Schedule 3 under Reimbursement from the City.

NMTC Program Revenues – The Corporation seeks reimbursement from the Civic San Diego Economic Growth and Neighborhood Investment Fund for activities related to the NMTC Program. The Corporation is reimbursed dollar for dollar based on actual expenditures. The NMTC revenue is derived from the annual asset management fees earned on each transaction closed, as well as one time placement fees earned on each NMTC transaction that closes. In addition, the Corporation receives contributions from the Fund to carry out its Community Investments activities. It is anticipated that the corporation would receive revenues from the NMTC Fund of approximately \$1,280,056. Projected increase in the revenues from the NMTC Fund for the FY19 budget is due to the anticipated closing of additional NMTC transactions. Details of the anticipated revenues can be found on Schedule 3 under NMTC Program.

Permit and Planning Fees – The Corporation collects permit fees related to its activities in processing development permits, conditional use permits, neighborhood use permits, as well as other permits. These fees are established by the City and collected by the Corporation. Details of the anticipated revenues can be found on Schedule 3 under Permit & Planning Fees.

Grant Revenues – The Corporation actively seeks grants to offset and leverage the existing funding sources for various projects. During FY18 the Corporation made applications for multiple grants through the San Diego Association of Governments (SANDAG) and the State of California, which if successful, could amount to nearly \$5.2 million in grant revenue over the next several years. If successful in obtaining grants the Corporation could realize \$1.7 million of grant revenue during FY19. Details of the anticipated revenues can be found on Schedule 3 under Other Revenues

Other Revenues – The Corporation collects other revenue including developer deposits, DIF reimbursements, interest income and other income. It is anticipated that the Corporation will receive approximately \$435,041 of other income. Details of the anticipated revenues can be found on Schedule 3 under Other Revenues.

Fund Balance – The Corporation receives certain revenues and fees collected in prior fiscal years which can be utilized in future fiscal years to fund projects. During FY19 the Corporation anticipated expending \$1.425 million from the FAR Bonus Fees fund balance in order to serve as matching funds to facilitate projects and grant applications.

FISCAL YEAR 2018-2019 PROJECTED EXPENDITURES

Overall Expenditure Budget

Total projected expenditures for FY19 are estimated at \$9.48 million and are broken down between personnel expenditure, non-personnel expenditures and programs and projects.

Table 3 is the breakdown of the Corporation Proposed FY19 Budget compared to the FY18 Budget.

Table 3 Expenditure Detail	Fiscal Year 2018-2019 Proposed	Fiscal Year 2017-2018 Adopted	2018-2019 Change
Positions	34.0	38.0	(4.0)
Personnel Expenses	\$ 4,625,000	\$ 4,929,000	\$ (304,000)
Non-Personnel Expenses	1,951,000	1,857,400	93,600
Programs & Projects	2,910,000	1,196,600	1,713,400
Total	<u>\$ 9,486,000</u>	<u>\$ 7,983,000</u>	<u>\$ 1,503,000</u>

Personnel Expenses – Personnel Expenses are budgeted at \$4.6 million (salaries \$3.3M; benefits and taxes \$1.3M). This is a decrease of \$304 thousand (6.2%) over FY18. The Personnel line item is comprised of 34 FTE's and one intern, a decrease of four FTE's as compared to FY18. The FY19 budget proposes a 3.0% merit pool as well as a contingency for potential payout of accrued vacation, adjustments to salaries that may be necessary when hiring or for special circumstances, such as severance or retention adjustments.

Non-Personnel Expenses – The Non-Personnel Expenses are budgeted at \$1.95 million. This is an increase of \$93,600 (5.0%) compared to the FY18 Budget. The increase in non-personnel expenses is primarily attributable to increases in Office Rent and Consultant Costs. Office Rent increased by approximately \$44 thousand as compared to FY18. This increase is due to scheduled adjustments to both the base rent (3% annual increase) as well as an increase in the common area maintenance and property tax reimbursement. Consultant Costs are projected to increase by approximately \$54 thousand. The increase is related to the Outreach and Communication function in anticipation of the need to engage outside consultants rather than internal staff due to transitions in the outreach and communication staff in-house.

Programs and Projects – The Programs and Project Expense budget increased by \$1,713,400 as compared to the FY18 Budget. The Community Investments Program budget for FY19 is \$255,000, a decrease of approximately \$742 thousand from FY18. The FY19 programs include continued funding for the Community Investment/Smart Growth fund; pursuit of an EB-5 program; pursuit of an Opportunity Zone designation and fund; activation of community kitchens; District 4 business attraction initiatives; Business Improvement District Access to Capital programs; Supplier diversity programs; Fiscal sponsorship programs and continued community and stakeholder engagement.

The Project and Capital Outlay budget for FY19 is approximately \$2.7 million, an increase of \$2.5 million as compared to FY18. The increase is directly related to the multiple projects anticipated to be underway during FY19 including: East Village Green, 14th Street Promenade Blocks, St. Joseph's Park General Development Plan; Children's Park Improvements; E Street Greenway Master Plan, and City Heights Sidewalk & Streetlight Improvements. A majority of these project are funded through grants and/or existing fund balances such as Floor Area Ratio Bonus Fees.

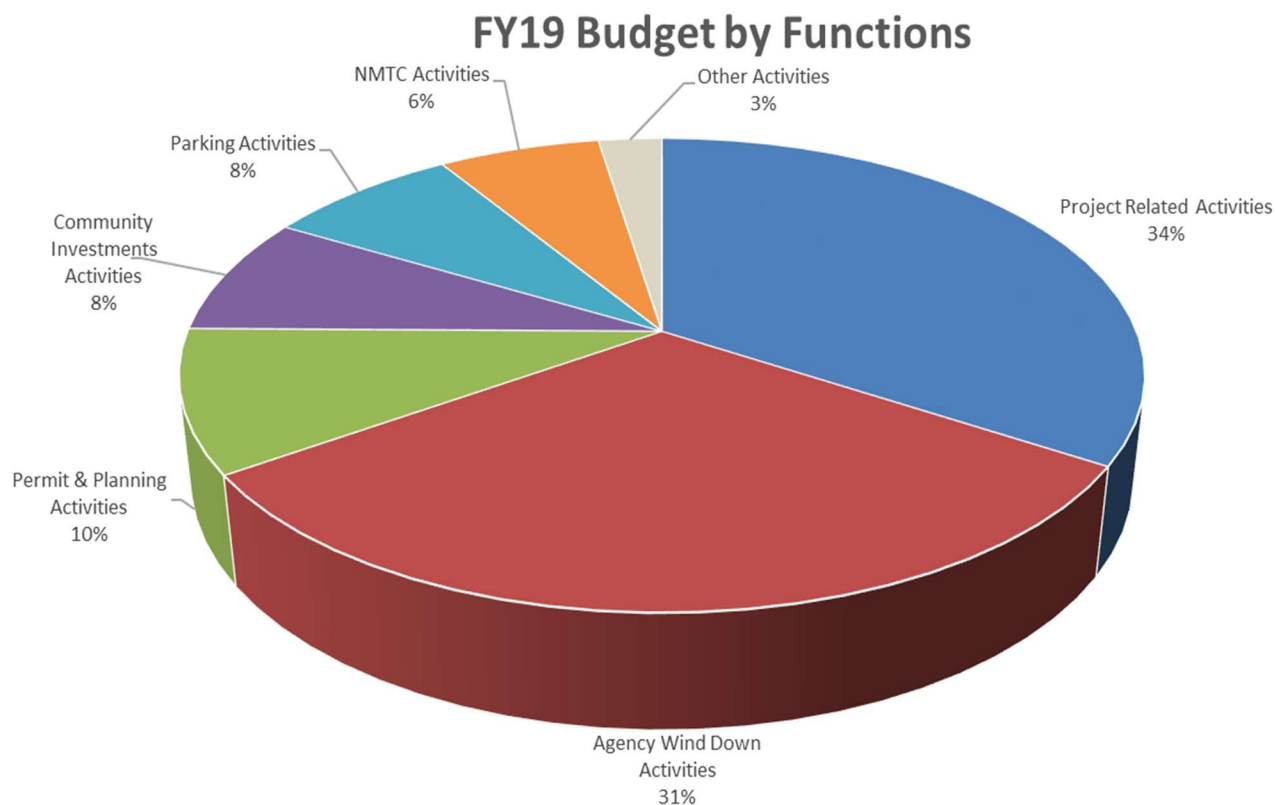
Functional Expenditure Budget

The Corporation allocates its time and resources to the distinct function for which the Corporation provides services.

Table 4 below provides a summary of the Corporation's Proposed FY19 Budget compared to the FY18 Budget for each function.

Table 4 Expenditure Description by Function	Fiscal Year 2018-2019 Proposed	Fiscal Year 2017-2018 Adopted	2018-2019 Change
Successor Agency	\$ 2,023,757	\$ 2,654,319	\$ (630,562)
Housing Successor Entity	965,778	965,841	(63)
Permit & Planning Fees	921,266	1,116,145	(194,879)
Parking District/Garages	735,769	504,774	230,995
Community Investments	766,549	950,000	(183,451)
New Markets Tax Credit Program	614,509	501,021	113,488
Other Programs	3,458,372	1,290,900	2,167,472
Total	\$ 9,486,000	\$ 7,983,000	\$ 1,503,000

The chart below displays the FY19 budget by function as a percentage of the overall budget. Specific project related activities will consume the largest portion of the budget at roughly 34%, followed by activities associated with the wind down of redevelopment at 31%. This is the second year that Successor Agency wind down activities have consumed less than 50% of the overall budget and the first year it has not been the largest portion of the Corporation's budget.



The functions for which the Corporation allocates its expenditures are as follows:

Successor Agency Administration – The City, as Successor Agency to the former Redevelopment Agency of the City of San Diego, has engaged the Corporation to carry out the redevelopment wind down function, as prescribed under Assembly Bills x1 26 and 1484. The Corporation has Agreements with the City. Through these Agreements, the Corporation is responsible for, but not limited to, administering existing contracts, processing payments, preparation of annual ROPS, coordination with the California Department of Finance (DOF), as well as other administrative, project management, and property management functions necessary to wind down the former Redevelopment Agency. The Successor Agency must prepare an administrative budget and have that budget approved by the Oversight Board and DOF. The Corporation is reimbursed for its services through that administrative budget.

Table 5 below provides the breakdown of the Successor Agency Administration Function budget categorized by personnel expenses, non-personnel expenses and program and projects expenditures.

Table 5 Successor Agency Administration	Fiscal Year 2018-2019 Proposed	Fiscal Year 2017-2018 Adopted	2018-2019 \$ Change
Positions	7.68	9.92	(2.24)
Personnel Expenses	\$ 1,002,401	\$ 1,198,582	\$ (196,182)
Non-Personnel Expenses	422,979	471,418	(48,439)
Programs & Projects	-	-	-
Total Expenditures	<u>\$ 1,425,379</u>	<u>\$ 1,670,000</u>	<u>\$ (244,621)</u>

The FY19 functional budget for the Successor Agency Administration has decreased by approximately \$245 thousand dollars as compared to the FY18 functional budget. This decrease is related to the continued wind down of the former redevelopment agency and the required services necessary to provide these wind down functions. As projects and enforceable obligations are completed, the amount of staff time and corporate resources necessary to provide administrative services to the Successor Agency has decreased. It is anticipated that over the course of the next several years the Successor Agency's Administrative functional budget will continue to decline as work related to this function continues to diminish. Activities anticipated to occur during FY19 include, but are not limited to, administering existing contracts, processing payment, preparing annual Recognized Obligation Payment Schedule ("ROPS"), coordinating with the California Department of Finance ("DOF"), implanting the DOF approved Long Range Property Management Plan ("LRPMP"), managing the Successor Agency's properties and associated leases which must remain in the Successor Agency's control due to contractual obligation or until such time as they can be developed or sold in accordance with the LRPMP, monitoring existing Disposition and Development Agreements ("DDA") or Owner Participation Agreements ("OPA"), managing projects which expend the remaining excess bond proceeds of the former Redevelopment Agency.

Enforceable Obligations Project Management – The City as Successor Agency to the former Redevelopment Agency of the City of San Diego, has engaged the Corporation in order to carry out the redevelopment wind down function as prescribed under Assembly Bills x1 26 and 1484. The Corporation has Agreements with the City of San Diego. Through these Agreements, the Corporation is responsible for the project management of enforceable obligations necessary to wind down the former Redevelopment Agency. The Redevelopment Dissolution law states that staff time associated with the implementation of Enforceable Obligations, may be considered a project management cost and not an administrative cost. The Corporation expenses associated with these functions will be reimbursed through the respective line items on the ROPS.

Table 6 below provides the breakdown of the Enforceable Obligation Project Management Function budget categorized by personnel expenses, non-personnel expenses and program and projects expenditures.

Table 6 Project Management	Fiscal Year 2018-2019 Proposed	Fiscal Year 2017-2018 Adopted	2018-2019 \$ Change
Positions	2.79	5.18	(2.39)
Personnel Expenses	\$ 450,426	\$ 742,793	\$ (292,367)
Non-Personnel Expenses	147,953	241,526	(93,573)
Programs & Projects	-	-	-
Total Expenditures	<u>\$ 598,378</u>	<u>\$ 984,319</u>	<u>\$ (385,941)</u>

The FY19 functional budget for the Enforceable Obligation Project Management has decreased by approximately \$385 thousand dollars as compared to the FY18 functional budget. This decrease is related to the continued wind down of the former redevelopment agency and the required services necessary to provide these wind down functions. As enforceable obligations are completed the amount of staff time and corporate resources necessary for the management of specific project enforceable obligations has decreased. It is anticipated that over the course of the next several years the Enforceable Obligation Project Management functional budget will continue to decline as work related to this function continues to diminish. Activities anticipated to occur during FY19 include, but are not limited to projects such as, the planning, design, and construction of the Park Boulevard at Grade Crossing, Fire Station #2, Naval Training Center DDA obligations such as the Nimitz/Rosecrans intersection improvements, North Embarcadero Visionary Plan, Horton Plaza Park, and improvements at the Lyceum Theater.

Housing Successor Entity – The City elected to become the Housing Successor Entity (Housing Successor) for the former Redevelopment Agency of the City of San Diego, and has engaged the Corporation to assist the City in its capacity as Housing Successor Entity. The Corporation will be assisting the City in such activities, but not limited to, administering and implementing existing contracts, managing the solicitation and the selection process for development partners, Development and Disposition Agreements (DDA), Owner Participation Agreements (OPA), managing the properties held by the Housing Successor, and implementing the DDA's or OPA's for properties held by the Housing Successor Entity.

Table 7 below provides the breakdown of the Housing Successor Entity Function budget categorized by personnel expenses, non-personnel expenses and program and projects expenditures.

Table 7 Housing Successor Entity	Fiscal Year 2018-2019 Proposed	Fiscal Year 2017-2018 Adopted	2018-2019 \$ Change
Positions	4.76	4.84	(0.08)
Personnel Expenses	\$ 682,086	\$ 699,023	\$ (16,937)
Non-Personnel Expenses	253,692	221,818	31,874
Programs & Projects	30,000	45,000	(15,000)
Total Expenditures	<u>\$ 965,778</u>	<u>\$ 965,841</u>	<u>\$ (63)</u>

The FY19 functional budget for the Housing Successor Entity has increased by approximately one thousand dollars as compared to the FY18 functional budget. The Corporation continues to deploy the remaining Housing Entity funds and pursue the development of new affordable housing units. The Corporation, on behalf of the City of San Diego, issued a \$25 million Notice of Funds Available ("NOFA") which resulted in the identification of five affordable housing projects which could produce approximately 400 new affordable housing units including affordable and supportive housing, as well as housing for families, seniors and veterans. In addition the Corporation, on behalf of the City, continues to implement the Affordable Housing Master Plan which was adopted by City Council in January 2016 (Resolution No. R-310183). The plan outlines the priorities and strategy for the remaining housing assets in order to maximize their effectiveness to continue affordable housing production. The plan provides proposed uses for the remaining real properties and proposed expenditures for the remaining funds. During FY19 staff will continue to work on the remaining NOFA development agreements as well as the continued implementation of the Affordable Housing Master Plan.

Permit and Planning – The Planning Department performs professional planning tasks emphasizing implementation of the Downtown Community Plan, adopted in 2006. The Department conducts and manages a variety of Community Plan implementation studies, tasks, and consultant contracts and oversees all development entitlement services, including design review of new projects and discretionary land use permits.

Table 8 below provides the breakdown of the Permit & Planning Function budget categorized by personnel expenses, non-personnel expenses and programs and projects expenditures.

Table 8 Permit & Planning	Fiscal Year 2018-2019 Proposed	Fiscal Year 2017-2018 Adopted	2018-2019 \$ Change
Positions	5.20	6.57	(1.37)
Personnel Expenses	\$ 613,286	\$ 782,822	\$ (169,536)
Non-Personnel Expenses	307,980	333,323	(25,343)
Programs & Projects	-	-	-
Total Expenditures	<u>\$ 921,266</u>	<u>\$ 1,116,145</u>	<u>\$ (194,879)</u>

The FY19 functional budget for the Permit & Planning function has decreased by approximately \$194 thousand dollars as compared to the FY18 functional budget. During FY18 staff worked to ensure that the permit and planning expenditures are more closely aligned with the permit revenues anticipated to be collected in the fiscal year. As such during FY18 certain positions have been eliminated or redefined in order to better service the development community, yet operate within a reasonable expectation from a budget standpoint.

Downtown Parking Programs – The DCPD was established by the City in 1997 in order to invest in and manage public parking assets within downtown San Diego. City Council Policy #100-18 – Community Parking District Policy governs the activities of the DCPD. The DCPD goal is to increase the supply and manage the existing supply of public on-street and off-street parking, calm traffic, reduce congestion, promote walking and biking, provide for pedestrian safety improvements, and improve neighborhood appearance. The Corporation expenses associated with this function will be reimbursed by the City through the DCPD fund.

Table 9 below provides the breakdown of the Parking Program Function budget categorized by personnel expenses, non-personnel expenses and program and projects expenditures.

Table 9 Parking Programs	Fiscal Year 2018-2019 Proposed	Fiscal Year 2017-2018 Adopted	2018-2019 \$ Change
Positions	4.00	2.97	1.03
Personnel Expenses	\$ 520,038	\$ 360,852	\$ 159,186
Non-Personnel Expenses	215,731	143,921	71,810
Programs & Projects	-	-	-
Total Expenditures	<u>\$ 735,769</u>	<u>\$ 504,774</u>	<u>\$ 230,996</u>

The FY19 functional budget for the Parking Programs has increased by approximately \$230 thousand dollars as compared to the FY18 functional budget. This increase is associated with staff working to implement several parking programs or projects such as, but not limited to: 1) the continued design of the below grade parking at the East Village Green Park, which is anticipated to produce an additional 190 parking spaces; 2) expansion of the Free Ride Everywhere Downtown shuttle system which is anticipated to grow from the current fleet of 17 vehicles to 30 vehicles over the next four years; 3) reconfigure on street parking in various downtown locations from parallel parking to angled or head-in parking in order to increase the supply of parking; 3) implementing recommendations for the updated Comprehensive Parking Plan, which is expected to be completed in FY18; and the continued work with the various neighborhood groups including Columbia, East Village, Gaslamp and Little Italy.

Community Investments – The Corporation has Agreements with the City to perform Economic Development activities within the Downtown and former Southeastern Economic Development Corporation areas. Activities include facilitating business attraction, expansion and retention, and collaborating with other strategic partners in targeted underserved communities. Additionally, the Corporation continues to seek new opportunities to identify additional funding sources. The Corporation strategy is to leverage alternative sources of financing with regulatory community reinvestments as well as public/private philanthropy to foster livable communities and healthy neighborhoods, nurture small business, and stimulate job creation in low-income communities for the benefit of the people and families who live in those communities.

Table 10 below provides the breakdown of the Community Investment Function budget categorized by personnel expenses, non-personnel expenses and program and projects expenditures.

Table 10 Community Investments	Fiscal Year 2018-2019 Proposed	Fiscal Year 2017-2018 Adopted	2018-2019 \$ Change
Positions	2.54	1.89	0.65
Personnel Expenses	\$ 395,226	\$ 259,109	\$ 136,117
Non-Personnel Expenses	146,322	90,892	55,430
Programs & Projects	225,000	600,000	(375,000)
Total Expenditures	<u>\$ 766,549</u>	<u>\$ 950,000</u>	<u>\$ (183,451)</u>

The FY19 functional budget for the Community Investments function has decreased by approximately \$184 thousand as compared to the FY18 functional budget. This decrease is primarily attributed to the \$375 thousand decrease in funding for various programs that are anticipated to be funded and/or completed in FY18. This decrease is offset by an increase in the Personnel line item as staff focuses on the pursuit of new funding sources. The Corporation continues to work to develop or identify programs funded with non-City funds, provided such programs are consistent with the approved Work Plan. Specific programs the Corporation continues to work on include, but are not limited to, the development of a Smart Growth Fund to facilitate the construction of middle income housing opportunities, as well as to work jointly with the Housing Commission on the development of a Transit Oriented Development fund to facilitate affordable housing and development in targeted neighborhoods. Additionally, the Corporation continues to work on programs such as pursuit of an EB-5 program; pursuit of an Opportunity Zone designation and fund; activation of community kitchens, District 4 business attraction initiatives, Business Improvement District Access to Capital programs; Supplier diversity programs; Fiscal sponsorship programs and continued community and stakeholder engagement.

New Markets Tax Credit – The NMTC Economic Growth Fund (FUND) is a certified Community Development Entity (CDE), with the U.S. Treasury Department through the Community Development Financial Institutions Fund (CDFI) and is eligible to apply for and be allocated NMTC. The CDFI Fund mission is to increase economic opportunity and promote community development investments for underserved populations and in distressed communities throughout the United States. The Corporation is reimbursed by the FUND for the cost of the Corporation to administer the NMTC program.

Table 11 below provides the breakdown of the New Markets Tax Credit Function budget categorized by personnel expenses, non-personnel expenses and program and projects expenditures.

Table 11 New Markets Tax Credit	Fiscal Year 2018-2019 Proposed	Fiscal Year 2017-2018 Adopted	2018-2019 \$ Change
Positions	3.30	2.87	0.43
Personnel Expenses	\$ 436,683	\$ 370,388	\$ 66,295
Non-Personnel Expenses	177,826	130,633	47,193
Programs & Projects	-	-	-
Total Expenditures	<u>\$ 614,509</u>	<u>\$ 501,021</u>	<u>\$ 113,488</u>

The FY19 budget for the New Markets Tax Credit function has increased by approximately \$113 thousand as compared to the FY18 functional budget. As of the issuance of this report the Corporation has received \$133 million in New Markets Tax Credit allocations and has deployed \$97 million in allocations to seven projects and with its remaining allocation could potentially close another two to three project before the end of the current fiscal year. With each new deal closed, additional administrative time and cost is necessary to service the loans as well as additional staff time necessary to source new deals. Staff will also be applying for the next round of New Markets Tax Credit allocation from the U.S. Treasury Department through the Community Development Financial Institution Fund, which is anticipated to be due before the end of FY18, with an anticipated award date in early- to mid-FY19.

Other Programs and Projects – The Corporation may also provide services to the City on special projects as assigned by the City, under the Corporation’s Agreements with the City. The Corporation also collects developer deposit fees associated with its planning function or when negotiating a project with developers to cover staff time, consultant and legal expenses. Additionally, the Corporation may collect fees for providing services to third parties.

Table 12 below provides the breakdown of the Other Programs & Projects Function budget categorized by personnel expenses, non-personnel expenses and program and projects expenditures.

Table 12 Other Programs & Projects	Fiscal Year 2018-2019 Proposed	Fiscal Year 2017-2018 Adopted	2018-2019 \$ Change
Positions	3.74	3.76	(0.02)
Personnel Expenses	\$ 524,855	\$ 515,431	\$ 9,424
Non-Personnel Expenses	278,518	223,869	54,649
Programs & Projects	2,655,000	551,600	2,103,400
Total Expenditures	<u>\$ 3,458,372</u>	<u>\$ 1,290,900</u>	<u>\$ 2,167,473</u>

The FY19 budget for the Other Programs & Project function as increased by \$2.1 million as compared to the FY18 functional budget. This increase is primarily related to the direct costs associated with implementing various projects anticipated to be in design or under construction in FY19. During FY16, the Corporation, in conjunction with the City, was awarded grants for projects within the downtown area. Staff has applied for additional grants during FY18 including grants for St. Joseph’s Park, E Street Greenway Master Plan, East Village Park Phase I improvements, Downtown Wayfinding Signage, and 14th Street Promenade demonstration blocks. Staff time and costs which can be attributed to those grants are reflected in this category.

Detailed information on each of the Functional Budgets can be found on Schedules 4A to 4H

CIVIC SAN DIEGO
FISCAL YEAR 2018-2019
ADMINISTRATIVE BUDGET

COMBINED BUDGET FOR ALL FUNCTIONS

	PROPOSED FY 2019 BUDGET	ADOPTED FY 2018 BUDGET	\$ CHANGE	% CHANGE
SALARIES AND BENEFITS				
Existing Positions	\$ 3,340,000	\$ 3,625,000	\$ (285,000)	(7.9%)
Benefits	1,285,000	1,304,000	(19,000)	(1.5%)
Subtotal Salaries and Benefits	<u>\$ 4,625,000</u>	<u>\$ 4,929,000</u>	<u>\$ (304,000)</u>	<u>(6.2%)</u>
OVERHEAD				
1 Rent- Office	\$ 529,000	485,000	\$ 44,000	9.1%
2 Rent- Equipment	5,000	5,000	-	0.0%
3 Leasehold Improvements	21,000	18,500	2,500	13.5%
4 Telephone & Utilities	35,000	34,000	1,000	2.9%
5 Office/Graphics/Computer Programs & Supplies	96,000	96,000	-	0.0%
6 Postage	28,000	28,000	-	0.0%
7 Publications	3,000	2,500	500	20.0%
8 Reproduction Expense	48,000	69,000	(21,000)	(30.4%)
9 Advertising/Relocation/Recruiting Expense	48,000	48,000	-	0.0%
10 Business Expense	32,000	31,000	1,000	3.2%
11 Travel-Board/Corporate	6,500	6,000	500	8.3%
12 Auto Expense	2,000	5,000	(3,000)	(60.0%)
13 Repairs & Maintenance	10,000	20,000	(10,000)	(50.0%)
14 General Memberships	7,000	6,000	1,000	16.7%
15 Professional Development	21,500	22,000	(500)	(2.3%)
16 Associated Travel	28,000	20,000	8,000	40.0%
17 Memberships	11,000	8,000	3,000	37.5%
18 Insurance	178,000	172,000	6,000	3.5%
19 F F & E /Computer Equipment	44,000	36,000	8,000	22.2%
20 Directors/Board Expense	6,000	7,000	(1,000)	(14.3%)
21 Professional/Consulting Services	792,000	738,400	53,600	7.3%
Subtotal Overhead	<u>\$ 1,951,000</u>	<u>\$ 1,857,400</u>	<u>\$ 93,600</u>	<u>5.0%</u>
Total Administrative Budget	<u>\$ 6,576,000</u>	<u>\$ 6,786,400</u>	<u>\$ (210,400)</u>	<u>(3.1%)</u>
Programs and Projects				
22 Community Investments	255,000	996,600	(741,600)	(74.4%)
23 Projects/Capital Outlay	2,655,000	200,000	2,455,000	1227.5%
Subtotal Programs & Projects	<u>\$ 2,910,000</u>	<u>\$ 1,196,600</u>	<u>\$ 1,713,400</u>	<u>143.2%</u>
TOTAL BUDGET	<u>\$ 9,486,000</u>	<u>\$ 7,983,000</u>	<u>\$ 1,503,000</u>	<u>18.8%</u>

CIVIC SAN DIEGO

FISCAL YEAR 2018-2019
BUDGET BY FUNCTION

Description	Total Budget	Successor Agency Oversight & Overhead	Housing Successor Entity	Enforceable Obligations Project Management	Permit & Planning	Parking Programs	Community Investments	NMTC Program	Other Programs
Revenues									
Successor Agency	1,594,661	1,011,469	-	583,192	-	-	-	-	-
City of San Diego	2,130,643	413,910	965,778	15,186	-	735,769	-	-	-
NMTC Program	1,281,058	-	-	-	-	-	666,549	614,509	-
Permit & Planning Fees	921,266	-	-	-	921,266	-	-	-	-
Other Revenues	3,558,372	-	-	-	-	-	100,000	-	3,458,372
Total Revenues	9,486,000	1,425,379	965,778	598,378	921,266	735,769	766,549	614,509	3,458,372
Expenditures									
Salaries	3,340,000	719,404	497,422	337,208	428,996	371,876	291,185	312,208	381,701
Benefits & Taxes	1,285,000	282,996	184,664	113,217	184,290	148,162	104,042	124,475	143,154
Rent	529,000	129,910	72,125	42,313	78,856	60,585	38,466	50,006	56,738
Rent- Equipment	5,000	1,129	700	410	765	588	373	485	550
Leasehold Improvements	21,000	4,741	2,938	1,724	3,213	2,468	1,567	2,037	2,312
Telephone & Utilities	35,000	6,614	4,100	2,405	6,192	7,334	2,187	2,843	3,325
Office/Graphics/Computer Programs & Supplies	96,000	21,672	13,433	7,881	14,687	11,284	7,164	9,313	10,567
Postage	28,000	2,935	1,819	1,067	16,989	1,528	970	1,261	1,431
Publications	3,000	677	420	246	459	353	224	291	330
Reproduction Expense	48,000	10,836	6,716	3,940	7,343	5,642	3,582	4,657	5,284
Advertising/Relocation/Recruiting Expense	48,000	9,256	5,737	3,366	13,272	4,819	3,060	3,978	4,513
Business Expense	32,000	7,224	4,478	2,627	4,896	3,761	2,388	3,104	3,522
Travel-Board/Corporate	6,500	2,520	719	422	786	604	384	499	566
Auto Expense	2,000	451	280	164	306	235	149	194	220
Repairs & Maintenance	10,000	2,257	1,399	821	1,530	1,175	746	970	1,101
General Memberships	7,000	1,580	979	575	1,071	823	522	679	771
Professional Development	21,500	3,251	3,515	1,182	3,803	1,693	2,075	4,397	1,585
Associated Travel	28,000	3,386	2,099	1,231	7,295	1,763	9,119	1,455	1,651
Memberships	11,000	1,409	873	512	2,895	733	3,286	605	687
Insurance	178,000	40,183	24,907	14,612	27,231	20,922	13,284	17,242	19,620
F F & E /Computer Equipment	44,000	9,933	6,157	3,612	6,731	5,172	3,284	4,269	4,843
Directors/Board Expense	6,000	1,354	840	493	918	705	448	582	660
Professional/Consulting Services	792,000	161,660	99,459	58,349	108,742	83,546	53,045	68,958	158,241
Community Investment	255,000	-	30,000	-	-	-	225,000	-	-
Projects/Capital Outlay	2,655,000	-	-	-	-	-	-	-	2,655,000
Total Expenditures	9,486,000	1,425,379	965,778	598,378	921,266	735,769	766,549	614,509	3,458,372
Net Change in Fund Balance	-	-	-	-	-	-	-	-	-

Civic San Diego
FISCAL YEAR 2018-2019
Revenue Projections

REVENUE DESCRIPTION	BUDGET FY 2019	Successor Agency & Oversight	Housing Successor	Enforceable Obligations Project Mngt.	Permit & Planning	Parking Programs	Community Investments	NMTC	Other	Total
Successor Agency										
Administrative Cost	1,011,469	-	-	-	-	-	-	-	-	1,011,469
Project Management Cost	583,192	-	-	583,192	-	-	-	-	-	583,192
Subtotal Successor Agency	<u>1,594,661</u>	1,011,469	-	583,192	-	-	-	-	-	1,594,661
City										
Housing Successor Entity	965,778	-	965,778	-	-	-	-	-	-	965,778
Property Management Fund	429,096	413,910	-	15,186	-	-	-	-	-	429,096
Parking District-Parking Meter Revenue	485,682	-	-	-	-	485,682	-	-	-	485,682
Parking Garages	250,087	-	-	-	-	250,087	-	-	-	250,087
Subtotal City	<u>2,130,643</u>	413,910	965,778	15,186	-	735,769	-	-	-	2,130,643
NMTC Program										
Annual Administration Fee	614,509	-	-	-	-	-	-	614,509	-	614,509
Contributions from the Fund	666,549	-	-	-	-	-	666,549	-	-	666,549
Subtotal NMTC Program	<u>1,281,058</u>	-	-	-	-	-	666,549	614,509	-	1,281,058
Permit & Planning Fees										
Permit Fees	921,266	-	-	-	921,266	-	-	-	-	921,266
Other Fees/Charges	-	-	-	-	-	-	-	-	-	-
Subtotal Permit & Planning	<u>921,266</u>	-	-	-	921,266	-	-	-	-	921,266
Other Revenues										
Developer Deposits	140,000	-	-	-	-	-	-	-	140,000	140,000
DIF Reimbursement	100,000	-	-	-	-	-	-	-	100,000	100,000
SANDAG Grants	1,150,000	-	-	-	-	-	-	-	1,150,000	1,150,000
State Grants	550,000	-	-	-	-	-	-	-	550,000	550,000
Other Grants/Income	92,472	-	-	-	-	-	-	-	92,472	92,472
Interest Income	900	-	-	-	-	-	-	-	900	900
Community Investment	100,000	-	-	-	-	-	100,000	-	-	100,000
FUND BALANCE - FAR Bonus Fees	1,425,000	-	-	-	-	-	-	-	1,425,000	1,425,000
Subtotal Other Revenues	<u>3,558,372</u>	-	-	-	-	-	100,000	-	3,458,372	3,558,372
	<u>9,486,000</u>	1,425,379	965,778	598,378	921,266	735,769	766,549	614,509	3,458,372	9,486,000
Prior Years Budget		1,667,435	766,094	1,803,248	1,189,985	753,322	850,000	290,750	382,900	7,703,733
Increase/(Decrease) from Prior Year		-14.52%	26.07%	-66.82%	-22.58%	-2.33%	-9.82%	111.35%	803.21%	23.14%

CIVIC SAN DIEGO
FISCAL YEAR 2018-2019
ADMINISTRATIVE BUDGET

SUCCESSOR AGENCY ADMINISTRATION

	PROPOSED FY 2019 BUDGET	ADOPTED FY 2018 BUDGET	\$ CHANGE	% CHANGE
SALARIES AND BENEFITS				
FTE's	7.68	9.92	(2.24)	(22.6%)
Existing Positions	\$ 719,404	\$ 870,977	\$ (151,573)	(17.4%)
Benefits	282,996	327,605	(44,609)	(13.6%)
Subtotal Salaries and Benefits	<u>\$ 1,002,401</u>	<u>\$ 1,198,582</u>	<u>\$ (196,182)</u>	<u>(16.4%)</u>
OVERHEAD				
1 Rent- Office	\$ 129,910	\$ 136,093	\$ (6,183)	(4.5%)
2 Rent- Equipment	1,129	1,305	(176)	(13.5%)
3 Leasehold Improvements	4,741	4,829	(89)	(1.8%)
4 Telephone & Utilities	6,614	7,022	(408)	(5.8%)
5 Office/Graphics/Computer Programs & Supplies	21,672	25,060	(3,389)	(13.5%)
6 Postage	2,935	2,088	846	40.5%
7 Publications	677	653	25	3.8%
8 Reproduction Expense	10,836	18,012	(7,176)	(39.8%)
9 Advertising/Relocation/Recruiting Expense	9,256	10,703	(1,447)	(13.5%)
10 Business Expense	7,224	8,092	(868)	(10.7%)
11 Travel-Board/Corporate	2,520	3,576	(1,056)	(29.5%)
12 Auto Expense	451	1,305	(854)	(65.4%)
13 Repairs & Maintenance	2,257	5,221	(2,963)	(56.8%)
14 General Memberships	1,580	1,566	14	0.9%
15 Professional Development	3,251	5,743	(2,492)	(43.4%)
16 Associated Travel	3,386	4,438	(1,052)	(23.7%)
17 Memberships	1,409	2,088	(680)	(32.5%)
18 Insurance	40,183	44,900	(4,717)	(10.5%)
19 F F & E /Computer Equipment	9,933	9,398	535	5.7%
20 Directors/Board Expense	1,354	1,827	(473)	(25.9%)
22 Professional/Consulting Services	161,660	177,497	(15,837)	(8.9%)
Subtotal Overhead	<u>\$ 422,979</u>	<u>\$ 471,418</u>	<u>\$ (48,439)</u>	<u>(10.3%)</u>
Total Administrative Budget	<u>\$ 1,425,379</u>	<u>\$ 1,670,000</u>	<u>\$ (244,621)</u>	<u>(14.6%)</u>
Programs and Projects				
21 Community Investment	-	-	-	0.0%
22 Projects/Capital Outlay	-	-	-	0.0%
Subtotal Programs & Projects	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>0.0%</u>
TOTAL BUDGET	<u>\$ 1,425,379</u>	<u>\$ 1,670,000</u>	<u>\$ (244,621)</u>	<u>(14.6%)</u>

CIVIC SAN DIEGO
FISCAL YEAR 2018-2019
ADMINISTRATIVE BUDGET

ENFORCEABLE OBLIGATIONS PROJECT MANAGEMENT

	PROPOSED FY 2019 BUDGET	ADOPTED FY 2018 BUDGET	\$ CHANGE	% CHANGE
SALARIES AND BENEFITS				
FTE's	2.79	5.18	(2.39)	(46.1%)
Existing Positions	\$ 337,208	\$ 557,435	\$ (220,227)	(39.5%)
Benefits	113,217	185,358	(72,140)	(38.9%)
Subtotal Salaries and Benefits	<u>\$ 450,426</u>	<u>\$ 742,793</u>	<u>\$ (292,367)</u>	<u>(39.4%)</u>
OVERHEAD				
1 Rent- Office	\$ 42,313	\$ 64,351	\$ (22,038)	(34.2%)
2 Rent- Equipment	410	681	(271)	(39.8%)
3 Leasehold Improvements	1,724	2,521	(797)	(31.6%)
4 Telephone & Utilities	2,405	3,666	(1,261)	(34.4%)
5 Office/Graphics/Computer Programs & Supplies	7,881	13,084	(5,203)	(39.8%)
6 Postage	1,067	1,090	(23)	(2.1%)
7 Publications	246	341	(94)	(27.7%)
8 Reproduction Expense	3,940	9,404	(5,464)	(58.1%)
9 Advertising/Relocation/Recruiting Expense	3,366	5,588	(2,222)	(39.8%)
10 Business Expense	2,627	4,225	(1,598)	(37.8%)
11 Travel-Board/Corporate	422	447	(25)	(5.6%)
12 Auto Expense	164	681	(517)	(75.9%)
13 Repairs & Maintenance	821	2,726	(1,905)	(69.9%)
14 General Memberships	575	818	(243)	(29.7%)
15 Professional Development	1,182	2,998	(1,816)	(60.6%)
16 Associated Travel	1,231	2,317	(1,086)	(46.9%)
17 Memberships	512	1,090	(578)	(53.0%)
18 Insurance	14,612	23,442	(8,830)	(37.7%)
19 F F & E /Computer Equipment	3,612	4,906	(1,294)	(26.4%)
20 Directors/Board Expense	493	954	(461)	(48.4%)
21 Professional/Consulting Services	58,349	96,195	(37,846)	(39.3%)
Subtotal Overhead	<u>\$ 147,953</u>	<u>\$ 241,526</u>	<u>\$ (93,574)</u>	<u>(38.7%)</u>
Total Administrative Budget	<u>\$ 598,378</u>	<u>\$ 984,319</u>	<u>\$ (385,941)</u>	<u>(39.2%)</u>
Programs and Projects				
22 Community Investment	-	-	-	0.0%
23 Projects/Capital Outlay	-	-	-	0.0%
Subtotal Programs & Projects	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>0.0%</u>
TOTAL BUDGET	<u>\$ 598,378</u>	<u>\$ 984,319</u>	<u>\$ (385,941)</u>	<u>(39.2%)</u>

CIVIC SAN DIEGO
FISCAL YEAR 2018-2019
ADMINISTRATIVE BUDGET

HOUSING SUCCESSOR ADMINISTRATION

	PROPOSED FY 2019 BUDGET	ADOPTED FY 2018 BUDGET	\$ CHANGE	% CHANGE
SALARIES AND BENEFITS				
FTE's	4.76	4.84	(0.08)	(1.7%)
Existing Positions	\$ 497,422	\$ 522,526	\$ (25,104)	(4.8%)
Benefits	184,664	176,497	8,167	4.6%
Subtotal Salaries and Benefits	<u>\$ 682,086</u>	<u>\$ 699,023</u>	<u>\$ (16,937)</u>	<u>(2.4%)</u>
OVERHEAD				
1 Rent- Office	\$ 72,125	\$ 60,113	\$ 12,012	20.0%
2 Rent- Equipment	700	637	63	9.9%
3 Leasehold Improvements	2,938	2,355	583	24.8%
4 Telephone & Utilities	4,100	3,425	675	19.7%
5 Office/Graphics/Computer Programs & Supplies	13,433	12,222	1,211	9.9%
6 Postage	1,819	1,019	801	78.6%
7 Publications	420	318	101	31.9%
8 Reproduction Expense	6,716	8,785	(2,068)	(23.5%)
9 Advertising/Relocation/Recruiting Expense	5,737	5,220	517	9.9%
10 Business Expense	4,478	3,947	531	13.5%
11 Travel-Board/Corporate	719	418	302	72.2%
12 Auto Expense	280	637	(357)	(56.0%)
13 Repairs & Maintenance	1,399	2,546	(1,147)	(45.0%)
14 General Memberships	979	764	216	28.2%
15 Professional Development	3,515	2,801	714	25.5%
16 Associated Travel	2,099	2,164	(65)	(3.0%)
17 Memberships	873	1,019	(145)	(14.3%)
18 Insurance	24,907	21,898	3,009	13.7%
19 F F & E /Computer Equipment	6,157	4,583	1,573	34.3%
20 Directors/Board Expense	840	891	(52)	(5.8%)
21 Professional/Consulting Services	99,459	86,058	13,401	15.6%
Subtotal Overhead	<u>\$ 253,692</u>	<u>\$ 221,818</u>	<u>\$ 31,873</u>	<u>14.4%</u>
Total Administrative Budget	<u>\$ 935,778</u>	<u>\$ 920,841</u>	<u>\$ 14,936</u>	<u>1.6%</u>
Programs and Projects				
22 Community Investment	30,000	45,000	(15,000)	(33.3%)
23 Projects/Capital Outlay	-	-	-	0.0%
Subtotal Programs & Projects	<u>\$ 30,000</u>	<u>\$ 45,000</u>	<u>\$ (15,000)</u>	<u>(33.3%)</u>
TOTAL BUDGET	<u>\$ 965,778</u>	<u>\$ 965,841</u>	<u>\$ (64)</u>	<u>(0.0%)</u>

CIVIC SAN DIEGO
FISCAL YEAR 2018-2019
ADMINISTRATIVE BUDGET

PERMIT AND PLANNING				
	PROPOSED FY 2019 BUDGET	ADOPTED FY 2018 BUDGET	\$ CHANGE	% CHANGE
SALARIES AND BENEFITS				
FTE's	5.20	6.57	(1.37)	(20.8%)
Existing Positions	\$ 428,996	\$ 566,638	\$ (137,642)	(24.3%)
Benefits	184,290	216,184	(31,894)	(14.8%)
Subtotal Salaries and Benefits	<u>\$ 613,286</u>	<u>\$ 782,822</u>	<u>\$ (169,536)</u>	<u>(21.7%)</u>
OVERHEAD				
1 Rent- Office	\$ 78,856	\$ 81,616	\$ (2,759)	(3.4%)
2 Rent- Equipment	765	864	(99)	(11.5%)
3 Leasehold Improvements	3,213	3,198	15	0.5%
4 Telephone & Utilities	6,192	4,650	1,543	33.2%
5 Office/Graphics/Computer Programs & Supplies	14,687	16,594	(1,908)	(11.5%)
6 Postage	16,989	21,383	(4,394)	(20.5%)
7 Publications	459	432	27	6.2%
8 Reproduction Expense	7,343	11,927	(4,584)	(38.4%)
9 Advertising/Relocation/Recruiting Expense	13,272	14,087	(815)	(5.8%)
10 Business Expense	4,896	5,359	(463)	(8.6%)
11 Travel-Board/Corporate	786	567	219	38.7%
12 Auto Expense	306	864	(558)	(64.6%)
13 Repairs & Maintenance	1,530	3,457	(1,927)	(55.7%)
14 General Memberships	1,071	1,037	34	3.3%
15 Professional Development	3,803	3,803	0	0.0%
16 Associated Travel	7,295	5,939	1,356	22.8%
17 Memberships	2,895	1,383	1,512	109.3%
18 Insurance	27,231	29,731	(2,500)	(8.4%)
19 F F & E /Computer Equipment	6,731	6,223	509	8.2%
20 Directors/Board Expense	918	1,210	(292)	(24.1%)
21 Professional/Consulting Services	108,742	119,000	(10,259)	(8.6%)
Subtotal Overhead	<u>\$ 307,980</u>	<u>\$ 333,323</u>	<u>\$ (25,343)</u>	<u>(7.6%)</u>
Total Administrative Budget	<u>\$ 921,266</u>	<u>\$ 1,116,145</u>	<u>\$ (194,879)</u>	<u>(17.5%)</u>
Programs and Projects				
22 Community Investment	-	-	-	0.0%
23 Projects/Capital Outlay	-	-	-	0.0%
Subtotal Programs & Projects	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>0.0%</u>
TOTAL BUDGET	<u>\$ 921,266</u>	<u>\$ 1,116,145</u>	<u>\$ (194,879)</u>	<u>(17.5%)</u>

CIVIC SAN DIEGO
FISCAL YEAR 2018-2019
ADMINISTRATIVE BUDGET

PARKING PROGRAMS				
	PROPOSED FY 2019 BUDGET	ADOPTED FY 2018 BUDGET	\$ CHANGE	% CHANGE
SALARIES AND BENEFITS				
FTE's	4.00	2.97	1.03	34.6%
Existing Positions	\$ 371,876	\$ 262,222	\$ 109,654	41.8%
Benefits	148,162	98,630	49,532	50.2%
Subtotal Salaries and Benefits	<u>\$ 520,038</u>	<u>\$ 360,852</u>	<u>\$ 159,186</u>	<u>44.1%</u>
OVERHEAD				
1 Rent- Office	\$ 60,585	\$ 36,884	\$ 23,701	64.3%
2 Rent- Equipment	588	391	197	50.5%
3 Leasehold Improvements	2,468	1,445	1,023	70.8%
4 Telephone & Utilities	7,334	9,101	(1,768)	(19.4%)
5 Office/Graphics/Computer Programs & Supplies	11,284	7,499	3,784	50.5%
6 Postage	1,528	625	903	144.5%
7 Publications	353	195	157	80.6%
8 Reproduction Expense	5,642	5,390	252	4.7%
9 Advertising/Relocation/Recruiting Expense	4,819	3,203	1,616	50.5%
10 Business Expense	3,761	2,422	1,340	55.3%
11 Travel-Board/Corporate	604	256	348	135.8%
12 Auto Expense	235	391	(156)	(39.8%)
13 Repairs & Maintenance	1,175	1,562	(387)	(24.8%)
14 General Memberships	823	469	354	75.5%
15 Professional Development	1,693	1,719	(26)	(1.5%)
16 Associated Travel	1,763	1,328	435	32.8%
17 Memberships	733	625	108	17.4%
18 Insurance	20,922	13,436	7,485	55.7%
19 F F & E /Computer Equipment	5,172	2,812	2,359	83.9%
20 Directors/Board Expense	705	547	158	29.0%
21 Professional/Consulting Services	83,546	53,622	29,924	55.8%
Subtotal Overhead	<u>\$ 215,731</u>	<u>\$ 143,921</u>	<u>\$ 71,810</u>	<u>49.9%</u>
Total Administrative Budget	<u>\$ 735,769</u>	<u>\$ 504,774</u>	<u>\$ 230,996</u>	<u>45.8%</u>
Programs and Projects				
22 Community Investment	-	-	-	0.0%
23 Projects/Capital Outlay	-	-	-	0.0%
Subtotal Programs & Projects	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>0.0%</u>
TOTAL BUDGET	<u>\$ 735,769</u>	<u>\$ 504,774</u>	<u>\$ 230,996</u>	<u>45.8%</u>

CIVIC SAN DIEGO
FISCAL YEAR 2018-2019
ADMINISTRATIVE BUDGET

COMMUNITY INVESTMENTS				
	PROPOSED FY 2019 BUDGET	ADOPTED FY 2018 BUDGET	\$ CHANGE	% CHANGE
SALARIES AND BENEFITS				
FTE's	2.54	1.89	0.64	33.9%
Existing Positions	\$ 291,185	\$ 191,566	\$ 99,619	52.0%
Benefits	104,042	67,543	36,498	54.0%
Subtotal Salaries and Benefits	<u>\$ 395,226</u>	<u>\$ 259,109</u>	<u>\$ 136,118</u>	<u>52.5%</u>
OVERHEAD				
1 Rent- Office	\$ 38,466	\$ 23,543	\$ 14,923	63.4%
2 Rent- Equipment	373	249	124	49.7%
3 Leasehold Improvements	1,567	922	645	69.9%
4 Telephone & Utilities	2,187	1,341	845	63.0%
5 Office/Graphics/Computer Programs & Supplies	7,164	4,787	2,377	49.7%
6 Postage	970	399	571	143.2%
7 Publications	224	125	99	79.6%
8 Reproduction Expense	3,582	3,440	142	4.1%
9 Advertising/Relocation/Recruiting Expense	3,060	2,044	1,015	49.7%
10 Business Expense	2,388	1,546	842	54.5%
11 Travel-Board/Corporate	384	164	220	134.5%
12 Auto Expense	149	249	(100)	(40.1%)
13 Repairs & Maintenance	746	997	(251)	(25.2%)
14 General Memberships	522	299	223	74.6%
15 Professional Development	2,075	1,097	978	89.1%
16 Associated Travel	9,119	848	8,272	975.8%
17 Memberships	3,286	399	2,887	723.7%
18 Insurance	13,284	8,576	4,707	54.9%
19 F F & E /Computer Equipment	3,284	1,795	1,489	82.9%
20 Directors/Board Expense	448	349	99	28.3%
21 Professional/Consulting Services	53,045	37,722	15,323	40.6%
Subtotal Overhead	<u>\$ 146,322</u>	<u>\$ 90,892</u>	<u>\$ 55,431</u>	<u>61.0%</u>
Total Administrative Budget	<u>\$ 541,549</u>	<u>\$ 350,000</u>	<u>\$ 191,548</u>	<u>54.7%</u>
Programs and Projects				
22 Community Investment	225,000	600,000	(375,000)	(62.5%)
23 Projects/Capital Outlay	-	-	-	0.0%
Subtotal Programs & Projects	<u>\$ 225,000</u>	<u>\$ 600,000</u>	<u>\$ (375,000)</u>	<u>(62.5%)</u>
TOTAL BUDGET	<u>\$ 766,549</u>	<u>\$ 950,000</u>	<u>\$ (183,452)</u>	<u>(19.3%)</u>

CIVIC SAN DIEGO
FISCAL YEAR 2018-2019
ADMINISTRATIVE BUDGET

NEW MARKETS TAX CREDIT PROGRAM

	PROPOSED FY 2019 BUDGET	ADOPTED FY 2018 BUDGET	\$ CHANGE	% CHANGE
SALARIES AND BENEFITS				
FTE's	3.30	2.87	0.43	15.0%
Existing Positions	\$ 312,208	\$ 270,973	\$ 41,234	15.2%
Benefits	124,475	99,414	25,061	25.2%
Subtotal Salaries and Benefits	<u>\$ 436,683</u>	<u>\$ 370,388</u>	<u>\$ 66,295</u>	<u>17.9%</u>
OVERHEAD				
1 Rent- Office	\$ 50,006	\$ 35,628	\$ 14,378	40.4%
2 Rent- Equipment	485	377	108	28.6%
3 Leasehold Improvements	2,037	1,396	641	45.9%
4 Telephone & Utilities	2,843	2,030	813	40.0%
5 Office/Graphics/Computer Programs & Supplies	9,313	7,244	2,069	28.6%
6 Postage	1,261	604	658	108.9%
7 Publications	291	189	102	54.3%
8 Reproduction Expense	4,657	5,207	(550)	(10.6%)
9 Advertising/Relocation/Recruiting Expense	3,978	3,094	884	28.6%
10 Business Expense	3,104	2,339	765	32.7%
11 Travel-Board/Corporate	499	248	251	101.5%
12 Auto Expense	194	377	(183)	(48.6%)
13 Repairs & Maintenance	970	1,509	(539)	(35.7%)
14 General Memberships	679	453	226	50.0%
15 Professional Development	4,397	1,660	2,737	164.9%
16 Associated Travel	1,455	1,283	172	13.4%
17 Memberships	605	604	2	0.3%
18 Insurance	17,242	12,952	4,290	33.1%
19 F F & E /Computer Equipment	4,269	2,716	1,552	57.1%
20 Directors/Board Expense	582	528	54	10.2%
21 Professional/Consulting Services	68,958	50,196	18,762	37.4%
Subtotal Overhead	<u>\$ 177,826</u>	<u>\$ 130,633</u>	<u>\$ 47,193</u>	<u>36.1%</u>
Total Administrative Budget	<u>\$ 614,509</u>	<u>\$ 501,021</u>	<u>\$ 113,488</u>	<u>22.7%</u>
Programs and Projects				
22 Community Investment	-	-	-	0.0%
23 Projects/Capital Outlay	-	-	-	0.0%
Subtotal Programs & Projects	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>0.0%</u>
TOTAL BUDGET	<u>\$ 614,509</u>	<u>\$ 501,021</u>	<u>\$ 113,488</u>	<u>22.7%</u>

CIVIC SAN DIEGO
FISCAL YEAR 2018-2019
ADMINISTRATIVE BUDGET

OTHER PROGRAMS				
	PROPOSED FY 2019 BUDGET	ADOPTED FY 2018 BUDGET	\$ CHANGE	% CHANGE
SALARIES AND BENEFITS				
FTE's	3.74	3.76	(0.02)	(0.6%)
Existing Positions	\$ 381,701	\$ 382,663	\$ (963)	(0.3%)
Benefits	143,154	132,768	10,386	7.8%
Subtotal Salaries and Benefits	<u>\$ 524,855</u>	<u>\$ 515,431</u>	<u>\$ 9,424</u>	<u>1.8%</u>
OVERHEAD				
1 Rent- Office	\$ 56,738	\$ 46,772	\$ 9,966	21.3%
2 Rent- Equipment	550	495	55	11.1%
3 Leasehold Improvements	2,312	1,833	479	26.1%
4 Telephone & Utilities	3,325	2,765	560	20.3%
5 Office/Graphics/Computer Programs & Supplies	10,567	9,510	1,057	11.1%
6 Postage	1,431	792	638	80.6%
7 Publications	330	248	83	33.3%
8 Reproduction Expense	5,284	6,835	(1,551)	(22.7%)
9 Advertising/Relocation/Recruiting Expense	4,513	4,061	452	11.1%
10 Business Expense	3,522	3,071	452	14.7%
11 Travel-Board/Corporate	566	325	241	74.1%
12 Auto Expense	220	495	(275)	(55.6%)
13 Repairs & Maintenance	1,101	1,981	(880)	(44.4%)
14 General Memberships	771	594	176	29.6%
15 Professional Development	1,585	2,179	(594)	(27.3%)
16 Associated Travel	1,651	1,684	(33)	(2.0%)
17 Memberships	687	792	(106)	(13.3%)
18 Insurance	19,620	17,065	2,555	15.0%
19 F F & E /Computer Equipment	4,843	3,566	1,277	35.8%
20 Directors/Board Expense	660	693	(33)	(4.8%)
21 Professional/Consulting Services	158,241	118,111	40,130	34.0%
Subtotal Overhead	<u>\$ 278,518</u>	<u>\$ 223,869</u>	<u>\$ 54,649</u>	<u>24.4%</u>
Total Administrative Budget	<u>\$ 803,372</u>	<u>\$ 739,300</u>	<u>\$ 64,073</u>	<u>8.7%</u>
Programs and Projects				
22 Community Investment	-	351,600	(351,600)	(100.0%)
23 Projects/Capital Outlay	2,655,000	200,000	2,455,000	1227.5%
Subtotal Programs & Projects	<u>\$ 2,655,000</u>	<u>\$ 551,600</u>	<u>\$ 2,103,400</u>	<u>381.3%</u>
TOTAL BUDGET	<u>\$ 3,458,372</u>	<u>\$ 1,290,900</u>	<u>\$ 2,167,473</u>	<u>167.9%</u>

CIVIC SAN DIEGO

FISCAL YEAR 2018-2019

SALARY RANGES

	Adopted FY 2018 Positions	Proposed FY 2019 Positions	CURRENT				PROPOSED				% Increase
CORPORATION STAFF											
President & Chief Executive Officer	1.0	1.0	\$ 175,000	to	\$ 235,000	\$ 175,000	to	\$ 235,000			0.00%
Chief Financial Officer & Chief Operating Officer	1.0	1.0	\$ 138,000	to	\$ 186,000	\$ 138,000	to	\$ 186,000			0.00%
Vice President	2.0	2.0	\$ 108,000	to	\$ 172,000	\$ 108,000	to	\$ 172,000			0.00%
Assistant Vice President	2.0	2.0	\$ 95,000	to	\$ 148,000	\$ 95,000	to	\$ 148,000			0.00%
Project Manager (Sr. PM, PM, Assoc. PM, or Asst. PM)	7.0	6.0	\$ 53,000	to	\$ 130,000	\$ 53,000	to	\$ 130,000			0.00%
Project Manager - Engineer (Sr., PM, Assoc, Asst.)	3.0	3.0	\$ 60,000	to	\$ 149,000	\$ 60,000	to	\$ 149,000			0.00%
Planner (Sr., Planner, Assoc., Asst. & Architect)	5.0	4.0	\$ 48,000	to	\$ 102,000	\$ 48,000	to	\$ 102,000			0.00%
Economic & Community Development Manager	1.0	1.0	\$ 90,000	to	\$ 130,000	\$ 90,000	to	\$ 130,000			0.00%
Public Relations Manager	0.0	1.0	\$ 70,000	to	\$ 110,000	\$ 70,000	to	\$ 110,000			0.00%
Public Relations Specialist	2.0	0.0	\$ 55,000	to	\$ 97,000	\$ 55,000	to	\$ 97,000			0.00%
Information Technology Manager	1.0	1.0	\$ 75,000	to	\$ 107,000	\$ 75,000	to	\$ 107,000			0.00%
Asset and Contract Manager	1.0	1.0	\$ 70,000	to	\$ 110,000	\$ 70,000	to	\$ 110,000			0.00%
Assistant Asset and Contract Manager	0.0	0.0	\$ 46,000	to	\$ 97,000	\$ 46,000	to	\$ 97,000			0.00%
Finance & Accounting Manager	0.0	1.0	\$ 70,000	to	\$ 110,000	\$ 70,000	to	\$ 110,000			0.00%
Financial Analyst	1.0	1.0	\$ 50,000	to	\$ 97,000	\$ 50,000	to	\$ 97,000			0.00%
Accountants	5.0	4.0	\$ 50,000	to	\$ 97,000	\$ 50,000	to	\$ 97,000			0.00%
Accounting Clerks	0.0	0.0	\$ 30,000	to	\$ 50,000	\$ 30,000	to	\$ 50,000			0.00%
Human Resource/Payroll Specialist	0.0	1.0	\$ 45,000	to	\$ 75,000	\$ 45,000	to	\$ 75,000			0.00%
Human Resources Assistant	1.0	0.0	\$ 35,000	to	\$ 55,000	\$ 35,000	to	\$ 55,000			0.00%
Clerk of the Board/Confidential Assistant	1.0	1.0	\$ 61,000	to	\$ 89,000	\$ 61,000	to	\$ 89,000			0.00%
Confidential Assistant	1.0	0.0	\$ 47,000	to	\$ 75,000	\$ 47,000	to	\$ 75,000			0.00%
Executive/Administrative Assistant	1.0	2.0	\$ 36,000	to	\$ 65,000	\$ 36,000	to	\$ 65,000			0.00%
Administrative Clerical Assistant/Receptionist	2.0	1.0	\$ 32,000	to	\$ 48,000	\$ 32,000	to	\$ 48,000			0.00%
Subtotal Positions & Salaries	38.0	34.0	\$ 3,595,038				\$ 3,275,021				
Intern Program/Overtime/Contingency			\$ 114,962				\$ 64,979				
TOTAL POSITIONS & SALARIES	38.0	34.0	\$ 3,710,000				\$ 3,340,000				

Civic San Diego FY19 Work Plan



Civic San Diego is a nonprofit, public benefit corporation created by the City of San Diego to engage in economic development, land use and permitting services for Downtown San Diego and project management services.

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FY19 Work Plan adopted by the Civic San Diego Board of Directors on March 28, 2018.

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Civic San Diego FY19 Work Plan

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II. Executive Summary

Civic San Diego (CivicSD) is a nonprofit public benefit corporation formed by the City of San Diego (the “City”) in 1975 under the California Nonprofit Corporation Law (California Nonprofit Law). CivicSD was formerly known as the Centre City Development Corporation (CCDC), and CivicSD is also the successor to the former Southeastern Economic Development Corporation (SEDC). The City is the sole member of CivicSD. As the sole member, the City has established and set forth CivicSD’s purposes and powers in CivicSD’s Articles of Incorporation and Bylaws. These documents and the California Nonprofit Law govern the manner in which CivicSD may exercise its powers to achieve its purposes consistent with the goals and objectives set by City.

CCDC and SEDC were formed by the City to provide redevelopment and economic development services under contract with the City’s former Redevelopment Agency (Former Agency). Over their more than 30-year history, these corporations and CivicSD, as their successor, provided operational functions to the City and to Former Agency, and now to the City as both the Successor Agency to the Former Agency (Successor Agency) and the City acting in its capacity as housing successor to the Former Agency (Housing Successor) through various agreements.

Pursuant to an Operating Agreement with the City, CivicSD exercises its rights, duties and obligations in accordance with a City approved annual work plan and operating budget, applicable state and local laws and regulations, applicable City policies and City-approved CivicSD policies. The FY19 Work Plan (the “Work Plan”) lists CivicSD’s on-going responsibilities as well as specific projects and includes the functions and services to be performed by CivicSD during the fiscal year. It also identifies the funding source for and/or indicates the estimated revenue expected from each activity and references the guiding document (e.g., ROPS, Downtown Community Plan, Long Range Property Management Plan, City’s Capital Improvement Program, etc.) supporting the activity. The Work Plan also includes a summary of the status of projects identified in the FY18 Work Plan.

III. Civic San Diego Ongoing Responsibilities

CivicSD provides services under seven distinct functions and also provides other services as assigned as outlined below.

Civic San Diego Ongoing Responsibilities

Function	Funding Sources	Guiding Documents*
Successor Agency Project Management & Administration	Redevelopment Property Tax Trust Fund (RPTTF), bond funds,	Recognized Obligations Payment Schedule (ROPS), Amended and Restated Long Range Property Management Plan (LRPMP)
Housing Successor Entity Administration	Low and Moderate Income Housing Asset Fund (LMIHAF), bond funds	Affordable Housing Master Plan (AHMP)
Permitting & Planning	Permitting & Planning Fees, Development Impact Fees (DIF), Parking District Revenue, Floor Area Ratio (FAR) Bonus Program fees, other regulatory fees, grants, loans or other contributions	Downtown Community Plan, the Centre City Planned District Ordinance, the Gaslamp Quarter Planned District Ordinance, the Marina Planned District Ordinance (PDOs), Downtown Environmental Impact Report, Downtown Mobility Plan, Agency Agreement
Parking Program	Parking Meter Revenue, Parking Garage Excess Revenue, grants and other contributions	Council Policy 100-18, Comprehensive Parking Plan for Downtown San Diego
Economic Development and Community Investment	New Markets Tax Credit Fee Revenue, grants, loans, investments, other contributions, and limited program revenue where applicable	2018-2019 Economic & Community Development Strategic 3-5 Year Plan; as assigned by the Mayor or City Council
New Markets Tax Credit Administration	New Markets Tax Credit Fee Revenue, revenue from loans	Allocation Agreements with Federal Department of Treasury

* Guiding Documents are in addition to the Operating Agreement

Successor Agency Project Management & Administration – The City, as Successor Agency to the former Redevelopment Agency of the City of San Diego, has engaged CivicSD to carry out the redevelopment wind-down function, as prescribed under California Redevelopment Dissolution law (Assembly Bills x1 26 and 1484). Through the Operating Agreement with the City, CivicSD’s responsibilities include, but are not limited to, administering existing contracts, processing payments, preparing the annual Recognized Obligations Payment Schedule (ROPS), coordinating with the California Department of Finance (DOF), and other administrative functions necessary to wind down the former Redevelopment Agency obligations.

The Redevelopment Dissolution law states that staff time associated with the implementation of Enforceable Obligations identified on the ROPS may be considered a project management cost and not an administrative cost. The law states that property management costs may be considered an enforceable obligation. The Successor Agency lists project management and property management as line items on the ROPS. CivicSD costs associated with these functions will be reimbursed through the respective line items on each ROPS. Activities that CivicSD assists the City with include, but are not limited to, project management and property management functions necessary to implement Enforceable Obligations.

Housing Successor Entity Administration – The City has elected to be the Housing Successor Entity for the former Redevelopment Agency of the City of San Diego (Housing Successor), and has engaged CivicSD to assist the City in its capacity as Housing Successor. The Housing Successor retained 22 real properties and approximately \$41 million in excess housing bond proceeds, through the Low and Moderate Income Housing Asset Fund (LMIHAF). Activities that CivicSD assists the City with include, but are not limited to, implementing the Affordable Housing Master Plan, leveraging assets and seeking new funding sources for affordable housing, managing the existing Enforceable Obligations; administering and implementing existing contracts; managing the solicitation and the selection process for development partners; negotiating Exclusive Negotiation Agreements (ENA), Disposition and Development Agreements (DDA), and Owner Participation Agreements (OPA); managing the properties held by the Housing Successor; and implementing the DDA or OPA for properties held by the Housing Successor.

Permitting & Planning – The Planning Department performs professional planning tasks emphasizing implementation of the Downtown Community Plan, adopted in 2006. The Department conducts and manages a variety of Community Plan implementation studies, tasks, and consultant contracts and oversees all development entitlement services, including design review of new projects and discretionary land use permits. The Public Works Department manages the scoping, design and construction of projects within the Downtown Community Plan for which CivicSD receives funding.

Parking Program – Under the Operating Agreement, CivicSD serves as the Downtown Community Parking District Advisory Board. The Downtown Community Parking District (DCPD) was established by the City in 1997 in order to invest in and manage public parking assets within downtown San Diego. City Council Policy 100-18 – Community Parking District Policy - governs the activities of the DCPD. CivicSD implements projects and programs to manage the existing demand and increase the supply of public on-street and off-street parking, calm traffic, reduce congestion, promote walking, biking and all mobility options, provide for pedestrian safety improvements, and improve neighborhood appearance. CivicSD manages the Downtown Parking Management Group (DPMG), which includes providing reports and presenting requests for on-street parking changes. CivicSD also acts as the City’s agent for administration of four parking facilities previously owned by the Former Agency: Park It on Market (PIOM), the Parkade (6th & K), 26 public parking spaces at the Cedar Gateway Parking Facility, and the North Park Public Parking Garage.

New Markets Tax Credit Administration – The Economic Growth and Neighborhood Investment Fund, a subsidiary of CivicSD, is certified as a Community Development Entity (CDE) with the U.S. Treasury Department through the Community Development Financial Institutions Fund and is eligible to apply for and be allocated New Markets Tax Credits (NMTC). CivicSD provides staff support to administer the NMTC Program.

Economic Development and Community Investment – Under the Operating Agreement, CivicSD may implement economic development programs on behalf of and to the City provided that such programs are in connection with implementation of the Downtown Community Plan and in the former SEDC area. In addition, CivicSD may develop or implement economic development programs funded with non-City funds, provided such programs are consistent with the approved Work Plan and Operating Budget. CivicSD shall also research and pursue, in collaboration with other public and private sector partners as appropriate and beneficial, funding sources for economic development activities. CivicSD may disburse such funds for economic development activities consistent with the approved Work Plan and within the requirements and jurisdiction applicable to the funding sources.

CivicSD may also provide services to the City on special projects as assigned by the City under the Operating Agreement. CivicSD also collects developer deposit fees associated with its planning function, or when negotiating a project with developers to cover staff time and consultant time. CivicSD also applies for and manages grants for projects within the former redevelopment project areas, in order to continue projects that could not be added to the Successor Agency ROPS. Additionally, CivicSD may collect fees for providing services to third parties or for serving as fiscal agents.

IV. Work Plan FY19 Projects

Consistent with its mission and in line with its strategic goals, CivicSD will manage and implement the following projects on behalf of the City during FY19. The services will either be performed directly by staff or through contracts with third-parties.

Successor Agency Project Management & Administration

Project	Funding Sources	Guiding Documents
<ul style="list-style-type: none">• Sale of the Long Range Property Management Plan real property assets in accordance with LRPMP, including required agreements and approvals• Develop and manage short-term leases for revenue generation, public activation, and community benefit on properties awaiting development• Operate and manage existing income generating properties until properties are ready for their ultimate intended development• Operate and manage properties that have to remain in Successor Agency control due to contractual obligations, such as the Balboa Theater and Lyceum Theater, until properties are ready to be conveyed as Future Development sites or the obligations have terminated	Reimbursement from Successor Agency	LRPMP
<ul style="list-style-type: none">• Implement the Ballpark Village OPA with respect to the current development of Parcel C and to expedite the future development of Parcel D• Implement and expedite the activities of the new Bosa developments as pursuant to the terms of their Development Agreement• Provide support where necessary to expedite the activities of the Navy Broadway Complex developments as pursuant to the terms of the Development Agreement• Monitor the activities and contractual	Reimbursement from Successor Agency	ROPS

obligations of developments and property owners as related to the terms of the respective OPAs, DDAs, and other contractual agreements for parks and maintenance, infrastructure improvements, parking obligations, and other development requirements		
<ul style="list-style-type: none"> • Manage maintenance funds from the Urban Greening Grant for the Southcrest Trails Park. • Finalize design and manage construction of Park Boulevard at-grade crossing. <ul style="list-style-type: none"> ○ Active Contracts: <ul style="list-style-type: none"> ▪ Reimbursement Agreement – BNSF ▪ Reimbursement Agreement – MTS ▪ Signal Design – Railpros ▪ Appraisal Services – Jones Roach Caringella ▪ Survey Services – Nasland Engineering ▪ Permit Coordination – Dokken Engineering ▪ Civil Design (Prime Consultant) – Jacobs Engineering ▪ Track Design – Pacific Railway Enterprises ▪ Catenary Design – PGH Wong ○ Proposed Contracts for FY19: <ul style="list-style-type: none"> ▪ Issue RFP for Construction and Program Management Contract • Manage construction of Nimitz/Rosecrans intersection improvements performed by McMillin per Naval Training Center DDA. • Manage a new City Heights sidewalk and streetlight Project utilizing \$1 million of savings from the previous Project completed in FY18. <ul style="list-style-type: none"> ○ Issue RFP for design services and potential traffic studies in FY19 ○ Apply for SANDAG smart growth 	Former Redevelopment Bond Funds	Operating Agreement

<p>transportation grant to help supplement existing funding</p> <ul style="list-style-type: none"> • Initiate design of Lyceum Theater Renovations for Theater work. (Lobby, restrooms and common areas were completed in FY17) ○ Proposed Contracts for FY19: <ul style="list-style-type: none"> ▪ Design contract 		
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Housing Successor Entity Administration

Project	Funding Sources	Guiding Documents
<ul style="list-style-type: none"> • Finalize negotiations for implementation of projects funded through the \$25M Notice Of Funding Availability (NOFA) • Monitor all closings, funding, and contractual obligations of new projects funded through NOFA • Initiate the RFQ/P process on properties in the AHMP slated for future affordable housing development • Initiate process for sale of 13th and Market properties • Administer and monitor the obligations, implementation and completion of affordable housing provisions as contractually required in affordable housing project's OPAs and DDAs • Administer and monitor the obligations of affordability covenants, existing loan agreements, long term ground leases, and home rehabilitation programs as contractually required in covenants, notes, agreements and leases • Administer, monitor and report obligations and compliance with requirements of SB341 relating to affordable housing asset expenditures, development, management, financing and servicing • Implement and monitor the 7th & Market project through the DDA process • Monitor the Park & Market project through the DDA process • Monitor and implement the OPA for the New Palace Hotel Negotiate and implement OPA for 13th and Broadway 	LMIHAF	AHMP

<p>project</p> <ul style="list-style-type: none"> • Monitor the implementation of the Hilltop & Euclid project • Support programs and initiatives related to affordable housing goals of the San Diego Promise Zone • Enter into agreements to capitalize the Transit-Oriented Development (TOD) Investment Fund • Monitor implementation and closeout of the Hotel New Palace project • Monitor implementation of the Keeler Court project 		
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Permitting and Planning

Project	Funding Sources	Guiding Documents
<ul style="list-style-type: none"> Process all development and land use permit applications submitted on projects located within the downtown area 	Permitting & Planning Fees	Downtown Community Plan, PDOs, Agency Agreement, Environmental Impact Report
<ul style="list-style-type: none"> Assist City staff in the implementation of the Cycleway network envisioned in the Downtown San Diego Mobility Plan Initiate and complete construction design and permitting for the Children's Park Enhancements Project <ul style="list-style-type: none"> Proposed Contracts: <ul style="list-style-type: none"> Selection of multi-discipline design firm through RFQ process Complete permitting for the East Village Green Phase I Park; bid and award project. <ul style="list-style-type: none"> Active Contracts: <ul style="list-style-type: none"> Design – Office of James Burnett Geotechnical Services – AECOM Proposed Contracts: <ul style="list-style-type: none"> Construction Contract – Contractor TBD through public bidding Issue RFP for Construction Management Contract Complete permitting and initiate construction of the 14th Street Pedestrian Promenade Demonstration Block <ul style="list-style-type: none"> Active Contracts: <ul style="list-style-type: none"> Design – MIG Proposed Contracts: <ul style="list-style-type: none"> Construction Contract – Contractor TBD through public bidding Issue RFP for Construction Management Contract Select consultant to prepare construction design documents, complete design and initiate permitting for the second block of 	DIF, Parking District Revenue, Floor Area Ratio (FAR) Bonus Program fees, grants, or other contributions	Downtown Community Plan, PDOs, Downtown San Diego Mobility Plan

<p>the 14th Street Pedestrian Promenade between Market and Island Avenue</p> <ul style="list-style-type: none"> ○ Proposed Contracts: Design – TBD through RFQ process • Complete a bi-annual update to development regulations for the Downtown planned district ordinances • Depending on success of multiple grant applications, issue RFQs for consultants to prepare the following: <ul style="list-style-type: none"> ○ St. Joseph’s Park General Development Plan ○ E Street Greenway Master Plan 		
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Parking Program

Project	Funding Sources	Guiding Documents
<ul style="list-style-type: none"> • Complete an update to the Downtown Comprehensive Parking Plan that will include short, mid and long term parking goals • Initiate parking reconfigurations to increase supply in advance of the implementation of the Downtown San Diego Mobility Plan • Implement marketing plans/campaigns for the PIOM, 6th & K Parkade, Cedar Gateway, and North Park parking garages • Initiate the process of upgrading PIOM and 6th & K Parkade for sustainable infrastructure to include solar panel and charging stations • Install real-time monument signage on both PIOM and 6th & K parking garages • Provide on-going management and expansion of the downtown circulator shuttle operations • Implement future phases and updates of the downtown parking app • Provide management and oversight of four Neighborhood Parking Programs in East Village, Gaslamp Quarter, Little Italy and Columbia • Update parking utilization maps as parking meters are added or removed from service • Implement the Phase II Bike Racks project including the purchase and installation of bike racks in various downtown locations • Evaluate the feasibility of future projects/programs as proposed by the City, CivicSD Board, and the DPMG • Complete construction design of the East Village Green parking garage and initiate permitting 	<p>Parking Meter Revenue, Parking Garage Excess Revenue, valet revenue, grants and other contributions</p>	<p>Council Policy 100-18, Comprehensive Parking Plan for Downtown San Diego</p>

<ul style="list-style-type: none"> Identify opportunities to acquire and/or manage additional parking structures or parking lots and negotiate leases or purchase and sale agreements as applicable 		
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Economic Development and Community Investment

Project	Funding Sources	Guiding Documents
<ul style="list-style-type: none"> Manage the Business Improvement District (BID) Access to Capital program that advises and mentors businesses within targeted BIDs to increase their borrowing capacity and knowledge Manage the CivicSD Sponsored Loan Fund that includes a \$450,000 investment with Accion San Diego to increase lending to small businesses in low-income communities Host community coffees, lunch and learns, roundtable, community tours, and other workshops and events to inform the public of CivicSD programs and activities and elicit input and feedback Support programs and initiatives related to the San Diego Promise Zone to help attract more federal investment for businesses and non-profits located in the Promise Zone Implement the Transit-Oriented Development Fund along with the San Diego Housing Commission to provide a source of capital so affordable housing developers may acquire land for future development Implement an Employment Based 5th Preference (EB-5) Investor Program to attract foreign investment to projects in San Diego Implement the Smart Growth Fund to provide a source of capital to increase the production of housing available to middle- 	<p>New Markets Tax Credit Fee Revenue, Developer Deposits, grants, loans, investments, other contributions, and limited program revenue where applicable</p>	<p>2018-2019 Economic & Community Development Strategic 3-5 Year Plan</p>

<p>income families</p> <ul style="list-style-type: none"> • Implement a Community Kitchen Activation strategy to stimulate economic growth and encourage a healthier lifestyle for community residents • Implement a District Four Business Attraction Pilot Initiative to attract new and expanding businesses and employment opportunities within Council District 4 • Implement a Supplier Diversity - Building Business Connections Program to build the capacity of diverse small business owners to secure contracting opportunities • Serve as a Fiscal Sponsor to support community partner projects and programs for groups or individuals that lack the tax status and/or the capacity to directly receive and manage grants • Implement and manage additional economic development activities and programs as opportunities arise consistent with CivicSD/City goals and objectives • Explore additional funding opportunities for public/private partnerships to advance CivicSD/City goals and objectives 		
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V. Status of FY18 Work Plan Projects

The current status of the projects identified in the FY18 Work Plan is highlighted below.

Successor Agency Project Management & Administration

Project	Status
<ul style="list-style-type: none">Negotiate, finalize and administer the SB107 mandated Compensation Agreement with the Affected Taxing Entities	<ul style="list-style-type: none">Determined with City that most assets will be sold as LRPMP Sale of Property sites which limit ability to impose use or development restrictions, but which don't require compensation agreement. Reached agreement with major taxing entity of terms of Compensation Agreement if needed. Compensation Agreement is no longer necessary as the assets will be sold
<ul style="list-style-type: none">Market and consummate the sale and closing of the For Sale properties	<ul style="list-style-type: none">Completed the sale of 5 properties, including Two America Plaza site. Generated net proceeds to Affected Taxing Entities of approximately \$4.7M. Additional assets currently being marketed
<ul style="list-style-type: none">Carry out the Request For Qualifications/Proposals (RFQ/P) process for each Future Development property, and negotiate and process ENAs and DDAs toward their ultimate developments	<ul style="list-style-type: none">Broker retained to market sites. Assets will be sold towards their ultimate disposal
<ul style="list-style-type: none">Explore, negotiate and enter into leases for short term revenue generating and public benefit opportunities on properties awaiting development	<ul style="list-style-type: none">Ongoing
<ul style="list-style-type: none">Operate and manage existing income generating properties until properties are ready for their ultimate intended development	<ul style="list-style-type: none">Ongoing
<ul style="list-style-type: none">Operate and manage properties that have to remain in Successor Agency control due to contractual obligations, such as the Balboa Theater and Lyceum Theater,	<ul style="list-style-type: none">Ongoing

<p>until properties are ready to be conveyed as Future Development sites</p> <ul style="list-style-type: none"> • Negotiate and finalize a DDA for the Valencia Business Park • Provide support where necessary to developer in the implementation of the Ballpark Village OPA with respect to the current development of Parcel C and to expedite the future development of Parcel D • Provide support where necessary to the developer in the implementation and expediting of the activities of the new Bosa developments as pursuant to the terms of their Development Agreement • Provide support where necessary to expedite the activities of the Navy Broadway Complex developments as pursuant to the terms of the Development Agreement • Monitor the activities and contractual obligations of developments and property owners as related to the terms of the respective OPAs, DDAs, and other contractual agreements for parks and maintenance, infrastructure improvements, parking obligations, and other development requirements • Manage construction of Southcrest Trails Park. <ul style="list-style-type: none"> ○ Active Contracts: <ul style="list-style-type: none"> ▪ Design and Construction Administration – KTU&A ▪ Construction Management – Dudek ▪ Construction – Dick Miller Inc. • Finalize design and manage construction of Park Boulevard at-grade crossing. <ul style="list-style-type: none"> ○ Active Contracts: 	<ul style="list-style-type: none"> • Negotiations of DDA for Valencia Business Park site finalized, pending compensation agreement negotiations and approvals. • Ongoing • Ongoing • Ongoing • Ongoing • Park was completed in February 2018 and all contracts are complete. CivicSD will now manage the disbursement of maintenance funds from the Urban Greening Grant that helped fund the Project for the first year of operation. • The CPUC required more detailed design of the modified crossing due to security concerns raised by the Padres
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<ul style="list-style-type: none"> ▪ Reimbursement Agreement – BNSF ▪ Reimbursement Agreement – MTS ▪ Signal Design – Railpros ▪ Appraisal Services – Jones Roach Caringella ▪ Survey Services – Nasland Engineering ▪ Permit Coordination – Dokken Engineering ▪ Civil Design (Prime Consultant) – Jacobs Engineering ▪ Track Design – Pacific Railway Enterprises ▪ Catenary Design – PGH Wong ○ Proposed Contracts for FY18: <ul style="list-style-type: none"> ▪ Issue RFP for Construction and Program Management Contract • Manage construction of Fire Station No. 2 <ul style="list-style-type: none"> ○ Active Contracts: <ul style="list-style-type: none"> ▪ Design and Construction Administration – Rob Quigley & Associates ▪ Construction Management – Hughes Marino ▪ Construction – Barnhart Reese Construction ▪ Geotechnical Services – Leighton & Associates ▪ Environmental Services – AEC ▪ Archeological and Paleontological Services – Brian F. Smith & Associates ▪ Legal Services – Oppen & Varco ▪ Artist – Ingram Ober • Manage construction of City Heights sidewalks and streetlights <ul style="list-style-type: none"> ○ Active Contracts: <ul style="list-style-type: none"> ▪ Design and Construction Administration – O’Day Consultants ▪ Construction Management – Project 	<p>and City. Those documents are due to the CPUC in July 2018. All agreements stated to the left are still in effect and constructions is anticipated to begin in early 2019.</p> <ul style="list-style-type: none"> • Due to the modified design this RFP will go out in FY19. • Project was completed in April 2018. All contracts stated to the left are complete. • Project was completed in December 2017. All contracts stated to the left are complete.
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<p>Professionals Corporation</p> <ul style="list-style-type: none"> ▪ Construction – Portillo Concrete Inc. • Manage construction of El Cajon Boulevard sidewalk replacement <ul style="list-style-type: none"> ○ Active Contracts: <ul style="list-style-type: none"> ▪ Design and Construction Administration – O’Day Consultants ▪ Construction Management – Project Professionals Corporation ▪ Construction – Portillo Concrete Inc. • Manage construction of Nimitz/Rosecrans intersection improvements performed by McMillin per Naval Training Center DDA. • Initiate design of Lyceum Theater Renovations for Theater work. (Lobby, restrooms and common areas were completed in FY17) <ul style="list-style-type: none"> ○ Proposed Contracts for FY18: • Issue RFP for design contract 	<ul style="list-style-type: none"> • Project was completed in December 2017. All contracts stated to the left are complete. • Construction began in January 2018. Work is expected to be complete in December 2018. • Cost estimate received for theater renovation in December 2017. RFP for Design services to be issued in late FY18 and contract to be underway in FY19.
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Housing Successor Entity Administration

Project	Status
<ul style="list-style-type: none"> Implement the Notice Of Funding Availability (NOFA), including review and selection of qualified developers and proposals, negotiate, approve, execute and implement loan/development agreements Initiate the RFQ/P process on properties in the AHMP slated for future affordable housing development Initiate the for-sale process on properties in the AHMP slated for individual third party sales Administer and monitor the obligations, implementation and completion of affordable housing provisions as contractually required in affordable housing project's OPAs and DDAs Complete closeout of the OPA for the Hotel Churchill project that completed construction in Spring 2016 	<ul style="list-style-type: none"> NOFA issued and responses will result in FY 18/19 approvals of five projects with approximately 400 affordable and supportive units, including Encanto Village, 66 affordable and supportive units, agreement approved February 2018. Amended 808 W. Cedar Lease to continue interim use as Head Start facility by Neighborhood House. Amended 475 W. Broadway Lease to continue interim use as childcare facility pending negotiation of development agreement. Entered into Exclusive Negotiation Agreement with Chelsea investments to facilitate development of 13th and Broadway site for affordable housing and to facilitate development of East Village Fire Station. Completed OPA Closing and began construction on New Palace Hotel rehabilitation project. Ongoing Completed permanent loan closing of: Atmosphere, 202 affordable and supportive units with \$120,000 cost savings; Trolley Park Terrace, 51 affordable units; Ouchi Courtyards, 44 affordable and supportive units with \$729,000 cost savings returned to LMIHAF. Completed closeout of the Hotel Churchill project that completed construction (72 supportive and 1 managers unit) with approximately \$80,000 in cost savings to be returned to LMIHAF.

<ul style="list-style-type: none"> • Implement and monitor the 7th & Market project through the DDA process • Implement and monitor the Park & Market project through the DDA process • Negotiate and finalize the OPA for Hotel New Palace • Negotiate and finalize a DDA for the Hilltop & Euclid project • Enter into agreements to capitalize the Transit-Oriented Development (TOD) Investment Fund 	<ul style="list-style-type: none"> • Ongoing monitoring through litigation of approved 7th and Market project. • Completed sale of site of Park and Market site generating \$12M to the LIMIHAF. Project construction ongoing. • Completed • DDA finalized and scheduled for approval in FY18 • Ongoing
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Permitting and Planning

Project	Status
<ul style="list-style-type: none"> • Process all development and land use permit applications submitted on projects located within the downtown area • Complete the Sixth Avenue Bridge Promenade Feasibility Analysis and Concept Study <ul style="list-style-type: none"> ○ Active Contracts: <ul style="list-style-type: none"> ▪ Chen Ryan (traffic) ○ Proposed Contracts: <ul style="list-style-type: none"> ▪ Selection of multi-discipline design firm through RFQ process • Assist City staff in the implementation of the Cycleway network envisioned in the Downtown San Diego Mobility Plan • Complete General Development Plan (GDP) design, and initiate construction design and permitting for the Children's Park Enhancements Project <ul style="list-style-type: none"> ○ Active Contracts: <ul style="list-style-type: none"> ▪ GDP Design – Schmidt Design Group ○ Proposed Contracts: <ul style="list-style-type: none"> ▪ Selection of multi-discipline design firm through RFQ process • Complete construction design and initiate permitting for the East Village Green Phase I Park <ul style="list-style-type: none"> ○ Active Contracts: <ul style="list-style-type: none"> ▪ Design – Office of James Burnett ▪ Geotechnical Services – AECOM • Complete permitting and initiate construction of the 14th Street Pedestrian Promenade Demonstration Block <ul style="list-style-type: none"> ○ Active Contracts: <ul style="list-style-type: none"> ▪ Design – MIG ○ Proposed Contracts: <ul style="list-style-type: none"> ▪ Construction Contract – Contractor TBD through public bidding ▪ Issue RFP for Construction 	<ul style="list-style-type: none"> • On-going • Grant Agreement with SANDAG terminated due to failure to obtain CALTRANS approval of Phase I traffic analysis. • On-going consultations as needed • GDP completed and approved; RFQ for design consultant issued 12/17; selection of consultant, preparation of construction drawings and initiation of permitting anticipated in FY19; project completion anticipated FY21 • Construction design completion and permitting commencement anticipated in May of FY18; bidding and construction commencement anticipated in FY19 with project completion anticipated in FY21. • Permitting completion and bidding anticipated in May FY 18; construction completion anticipated in FY19

<p>Management Contract</p> <ul style="list-style-type: none"> • Complete a bi-annual update to development regulations for the Downtown planned district ordinances 	<ul style="list-style-type: none"> • Completion of proposed amendments on-going but delayed due to loss of staff; anticipated completion in FY19
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Parking Program

Project	Status
<ul style="list-style-type: none"> • Complete an update to the Downtown Comprehensive Parking Plan that will include short, mid and long term parking goals • Initiate parking reconfigurations to increase supply in advance of the implementation of the Downtown San Diego Mobility Plan • Implement marketing plans/campaigns for the PIOM, 6th & K Parkade, Cedar Gateway, and North Park parking garages • Initiate the process of upgrading PIOM and 6th & K Parkade for sustainable infrastructure to include solar panel and charging stations • Install real-time monument signage on both PIOM and 6th & K parking garages • Provide on-going management and expansion of the downtown circulator shuttle operations • Implement future phases and updates of the downtown parking app • Provide management and oversight of four Neighborhood Parking Programs in East Village, Gaslamp Quarter, Little Italy and Columbia • Update parking utilization maps as parking meters are added or removed from service 	<ul style="list-style-type: none"> • Draft has been submitted to CivicSD for preliminary review with expectation that the Plan will be approved in Spring of 2018. • Process has started in Cortez neighborhood to reconfigure existing parking and next steps are to plan and implement similar changes throughout Downtown. • Marketing campaigns are currently underway for PIOM and 6th & K Parkade through Gaslamp Quarter Association's FY18 Neighborhood Parking Program. • Moved to FY19 as parking management agreements for both garages have been in a month-to-month tenancy holdover provision with Ace Parking. • Monument signage will be installed in spring 2018 once management agreements are approved in February. • Circulator shuttles have been upgraded to lithium-ion batteries, and plans to increase the fleet to 20 vehicles will be implemented in spring 2018. • CivicSD to discontinue downtown parking app as Google Maps, Apple Maps and Waze are developing parking information. • Currently providing management and oversight of Neighborhood Parking Programs. • Update to Comprehensive Parking Plan has metered and non-metered utilization counts which are more accurate than transactional data provided by smart meters.

<ul style="list-style-type: none"> • Implement the Phase II Bike Racks project including the purchase and installation of bike racks in various downtown locations • Evaluate the feasibility of future projects/programs as proposed by the City, CivicSD Board, and the DPMG • Complete construction design of the East Village Green parking garage and initiate permitting • Identify opportunities to acquire and/or manage additional parking structures or parking lots and negotiate leases or purchase and sale agreements as applicable 	<ul style="list-style-type: none"> • Little Italy Association has begun installation process for Phase II with full installation by end of fiscal year. • Future projects/programs are ongoing and are reviewed on an annual basis. • East Village Green is currently at 60% of the design phase, and 90% design plans will be reviewed in March. • East Village Green Parking Garage design and construction costs will be paid through parking meter revenues, and CivicSD is currently exploring opportunities to purchase off-street parking opportunities.
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Economic Development and Community Investment

Project	Status
<ul style="list-style-type: none"> • Manage the Business Improvement District (BID) Access to Capital program • Manage the CivicSD Sponsored Loan Fund • Host community coffees, lunch and learns, roundtable, community tours, and other workshops and events to inform the public of CivicSD programs and activities and elicit input and feedback • Support programs and initiatives related to the San Diego Promise Zone • Implement the Transit-Oriented Development Fund along with the San Diego Housing Commission • Implement an Employment Based 5th Preference (EB-5) Investor Program • Initiate the formation of a Community Investment Fund or Smart Growth Fund • Implement a Community Kitchen Activation strategy 	<ul style="list-style-type: none"> • The program is ongoing, with interest from new partners to expand to other communities • Accion has deployed the initial \$200,000 to 20 businesses. The second \$200,000 advance was disbursed in January 2018 • Staff continues to host monthly lunch and learns and have held a number of successful tours and workshops • Staff regularly participates in Promise Zone meetings and held a successful Promise Zone Economic & Community Development tour. Staff is currently working on opening a Promise Zone office. • The TOD Fund is on hold while the Housing Commission evaluates a different management structure to address potential conflicts of interest • Implementation of an EB-5 Program is on hold pending federal legislation to extend the program • A consultant has been engaged to complete additional market analysis and to advise staff on formation of the fund. Responses to a RFP to hire a fund manager are being reviewed and discussions with potential investors are ongoing. • Staff successfully sourced a grant from the County of San Diego's Neighborhood Reinvestment Program to assess appropriate kitchen design for proposed community kitchen locations

<ul style="list-style-type: none"> • Initiate a District Four Business Attraction Pilot Initiative • Initiate a Supplier Diversity - Building Business Connections Program • Serve as a Fiscal Sponsor to support community partner projects and programs • Implement and manage additional economic development activities and programs as opportunities arise consistent with CivicSD/City goals and objectives • Explore additional funding opportunities for public/private partnerships to advance CivicSD/City goals and objectives 	<ul style="list-style-type: none"> • Staff is working closely with District Four's Diamond BID and the City's Promise Zone leadership to explore a D4/Promise Zone Business Sustainability and Attraction Program • Staff has recruited a number of stakeholders to launch a supplier diversity program and is reviewing a MOU with USD to be the academic partner • Staff has developed the program and is finalizing contractual terms with the San Diego County Office of Education and also North Park Main Street • Staff provided a \$250,000 loan to Access Youth Academy through the Economic Growth Fund and is reviewing additional opportunities to support local non-profits • Staff is exploring forming a Community Development Financial Institution (CDFI) to attract Program Related Investments and other financial support
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