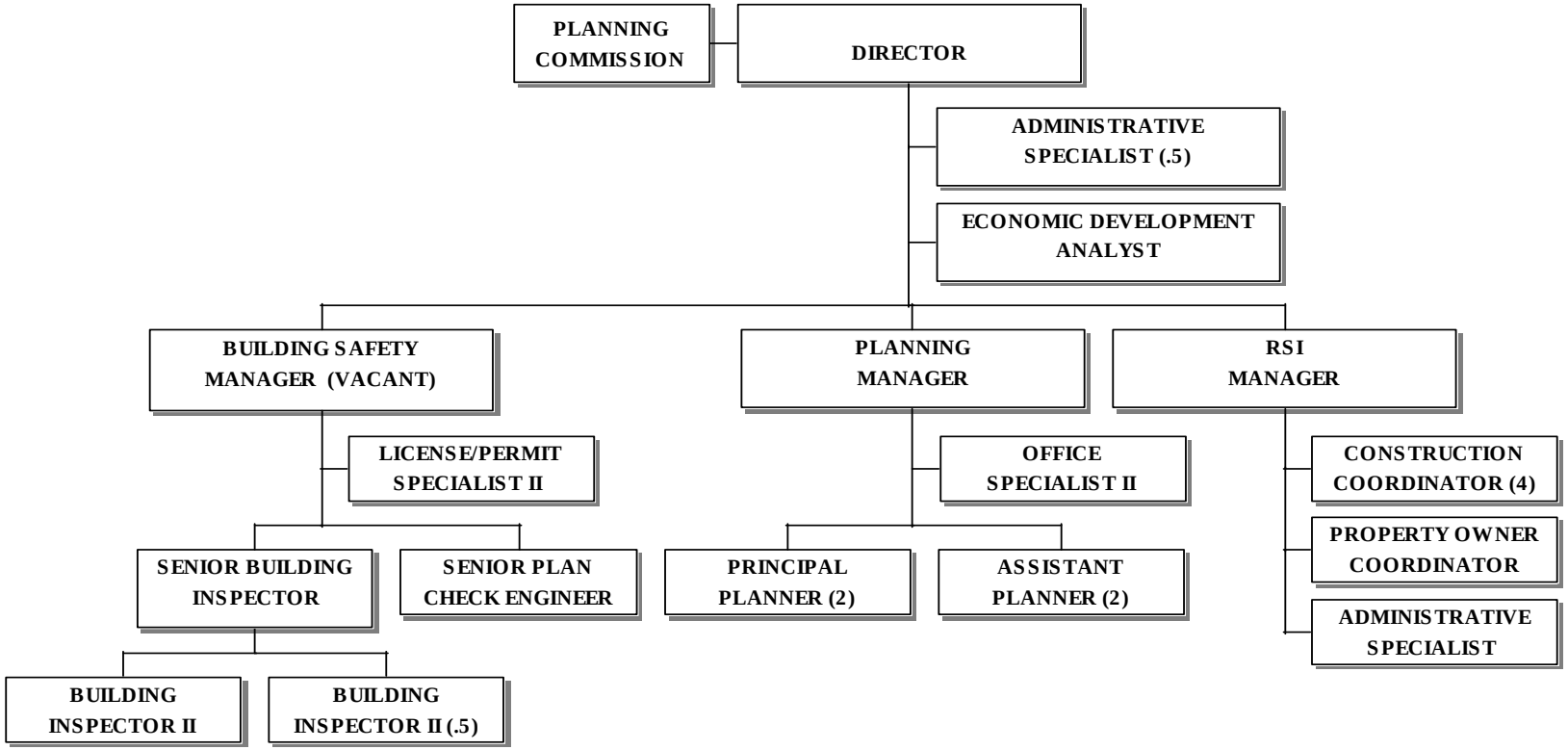
PLANNING AND BUILDING SAFETY

CLASSIFICATION	ACTUAL FY 2010/11	ACTUAL FY 2011/12	ADOPTED FY 2012/13	PROJECTED YEAR END FY 2012/13	PROPOSED FY 2013/14
ADMINISTRATION					
General Fund					
Administration	274,185	259,175	334,200	298,100	358,900
Total General Funds	**274,185**	**259,175**	**334,200**	**298,100**	**358,900**
Special Revenue Funds					
Residential Sound Insulation	730,757	6,095,340	14,429,100	2,429,100	17,326,500
LAWA	688,688	260,845	3,682,900	3,682,900	11,017,900
Hyperion Mitigation	5,440	4,735	0	0	0
Total Special Revenue Funds	**1,424,885**	**6,360,920**	**18,112,000**	**6,198,800**	**28,344,400**
TOTAL ADMINISTRATION	**1,699,070**	**6,620,095**	**18,446,200**	**6,496,900**	**28,703,300**
PLANNING					
General Fund					
Planning Division	935,707	908,066	991,500	995,600	1,227,500
Total General Funds	**935,707**	**908,066**	**991,500**	**995,600**	**1,227,500**
Special Revenue Funds					
CDBG	79,903	78,499	86,800	86,800	86,300
Total Special Revenue Funds	**79,903**	**78,499**	**86,800**	**86,800**	**86,300**
TOTAL PLANNING	**1,015,610**	**986,565**	**1,078,300**	**1,082,400**	**1,313,800**
BUILDING SAFETY	**915,393**	**1,022,661**	**850,900**	**962,000**	**998,000**
ECONOMIC DEVELOPMENT	**0**	**186,601**	**203,200**	**206,800**	**309,700**
PLANNING & BUILDING SAFETY	**3,630,073**	**8,815,922**	**20,578,600**	**8,748,100**	**31,324,800**

Planning and Building Safety



Planning and Building Safety – Administration *Division 2404*

CLASSIFICATION	ACTUAL FY 2010/11	ACTUAL FY 2011/12	ADOPTED FY 2012/13	PROJECTED YEAR END FY 2012/13	PROPOSED FY 2013/14
ADMINISTRATION					
SALARIES	172,609	173,665	178,000	159,800	189,900
EMPLOYEE BENEFITS	63,661	45,505	65,700	47,700	74,500
SUPPLIES	13,452	14,556	27,500	27,500	27,500
SERVICE CHARGES	24,463	25,449	63,000	63,100	67,000
TOTAL EXPENDITURES	**274,185**	**259,175**	**334,200**	**298,100**	**358,900**

ACTIVITY INFORMATION

The mission of the Planning and Building Safety Department is to meet the needs of the community through responsible planning while maintaining a safely built environment for the residents and businesses of El Segundo. Quality personal service to the community is the foundation of our values.

The Administration Division provides the administrative direction for the Planning and Building Safety Department. The primary responsibility of the Division is to ensure that the Department provides the best service to the residents and businesses in the City. This Division provides management and technical oversight of the Planning, Building Safety, and Residential Sound Insulation Divisions, including oversight of the Community Development Block Grant Program (CDBG), the Air Pollution Reduction Fund, the Code Compliance Program and the Hyperion functions that are administered by the three divisions. The division manages the budget and fiscal policy implementation for the Department. Additionally, this division provides technical support to other City Departments, City Management, the Planning Commission and the City Council.

Accomplishments During FY 2012/2013:

- Reduced permitting costs and expenditures through increased use of in-house staff and reduced reliance on contract staffing.
- Improved inter/intra-departmental coordination through Development Service Group, Inspection Group and project tracking.
- Improved customer communications through website improvements (Virtual City Hall)

Goals and Objectives for FY 2013/2014:

- Monitor economic and development scenario and make appropriate adjustments to staffing and contract staffing needs.
- Continue to identify opportunities for process improvements and permit streamlining.
- Continue to improve customer communication tools and opportunities including the website.

POSITION INFORMATION

CLASSIFICATION	FULL-TIME	PART-TIME (FTE)
DIRECTOR PLANNING & BUILDING SAFETY	1.0	
ADMINSTRATIVE SPECIALIST		.5

	CLASSIFICATION	ACTUAL FY 2010/11	ACTUAL FY 2011/12	ADOPTED FY 2012/13	PROJECTED YEAR END FY 2012/13	PROPOSED FY 2013/14
ADMINISTRATION						
SALARIES						
4101	Salaries Full-Time	172,609	173,665	178,000	156,500	189,900
4102	Salaries Part-Time	0	0	0	3,300	0
	TOTAL SALARIES	**172,609**	**173,665**	**178,000**	**159,800**	**189,900**
	TOTAL EMPLOYEE BENEFITS	**63,661**	**45,505**	**65,700**	**47,700**	**74,500**
SUPPLIES						
5204	Operating Supplies	9,782	11,394	18,000	18,000	18,000
5206	Computer Supplies	3,670	3,162	9,500	9,500	9,500
	TOTAL SUPPLIES	**13,452**	**14,556**	**27,500**	**27,500**	**27,500**
SERVICE CHARGES						
6203	Copy Machine Charges	0	0	0	0	0
6207	Equipment Replacement Charges	0	0	0	0	0
6213	Meetings & Travel	877	2,542	1,000	1,000	3,000
6215	Repair & Maintenance	529	0	2,700	2,800	2,700
6219	Network Operating Charge	8,700	8,700	46,000	46,000	46,000
6223	Training & Education	6	1,350	0	0	2,000
6253	Postage	1,174	121	1,300	1,300	1,300
6254	Telephone	11,741	12,736	12,000	12,000	12,000
6260	Equipment Leasing Costs	1,436	0	0	0	0
	TOTAL SERVICE CHARGES	**24,463**	**25,449**	**63,000**	**63,100**	**67,000**
	ADMINISTRATION	**274,185**	**259,175**	**334,200**	**298,100**	**358,900**

Planning and Building Safety – Planning Division *Division 2402*

CLASSIFICATION	ACTUAL FY 2010/11	ACTUAL FY 2011/12	ADOPTED FY 2012/13	PROJECTED YEAR END FY 2012/13	PROPOSED FY 2013/14
PLANNING DIVISION					
SALARIES	553,183	624,532	606,100	598,600	645,000
EMPLOYEE BENEFITS	237,998	256,598	237,000	248,600	269,800
SUPPLIES	0	3,281	3,100	3,100	3,100
SERVICE CHARGES	144,526	23,655	145,300	145,300	194,600
REIMBURSEMENT AGREEMENTS	0	0	0	0	115,000
TOTAL EXPENDITURES	**935,707**	**908,066**	**991,500**	**995,600**	**1,227,500**

ACTIVITY INFORMATION

The Planning Division's primary responsibility is planning the future land use for the city. This division analyzes data and makes recommendations to the Planning Commission and City Council. Planning serves as staff for the Planning Commission. Planning is responsible for the development and implementation of the General Plan, land use regulations through zoning and subdivision codes, and environmental impact assessment. The Planning Division also administers the Community Development Block Grant Program (CDBG).

Accomplishments During FY 2012/2013:

- Completed a Mitigated Negative Declaration and Subdivision for the Boeing S-50 Expansion Project.
- Completed Addendum to Mitigated Negative Declaration for T-5 Partners Data Center Project Expansion.
- Completed Chevron Mitigated Negative Declaration for the 100,000 square-foot Central Reliability Center Project.
- Completed Queen Esther Square/In-N-Out Burger Restaurant Project.
- Initiated the South Campus Specific Plan Project for Raytheon Corporation involving an EIR, Specific Plan, Development Agreement, General Plan Amendment, Zone Change, Zone Text Amendment and Subdivision for approximately 2 million square feet of commercial and industrial uses.
- Initiated environmental review, Zone Text Amendment, Development Agreement, Adjustment and Variance request for the Plaza El Segundo-The Point Shopping Center Project.
- Initiated General Plan Amendment, Specific Plan, Zone Change, Zone Text Amendment, Development Agreement and Lot Line Adjustment for 888 North Sepulveda Boulevard Hotel Project.
- Initiated General Plan Amendment, Specific Plan, Zone Change, Zone Text Amendment and Development Agreement for the Mattel Project.
- Initiate the Corporate Campus Specific Plan Amendment Project.
- Completed amendment to Entertainment Permit Fees for new permits and renewals in response to the Downtown Code Committee recommendation.
- Provided Planning Commission support and attendance at 16 Planning Commission meetings.

- Completed a field survey of existing on-street and off-street parking conditions in the Smoky Hollow Specific Plan area.

- Initiated the Parking In-Lieu Fee Program for the Smoky Hollow Specific Plan area.

- Initiated the 2014-2020 Housing Element.

- Completed annual Capital Improvement Program (CIP) General Plan consistency review.

- Completed annual Congestion Management Program (CMP) and AB 2766 compliance reporting.

- Provided consultation and staff support for the City's economic development program; code enforcement program, and Residential Sound Insulation Program.

- Administered CDBG Programs including 3 public service programs (Juvenile Diversion, Home Delivered Meals and Senior In-Home Care), and a public works project to install ADA compliant concrete ramps at intersections.

- Provided Planning Commission agendas, reports, public notices, minutes; a list of planning cases, EIR's; the Zoning Map; the Zoning Ordinance; the General Plan the Downtown Specific Plan, major project updates, planning fees, application forms and streaming video of Planning Commission meetings on the City web-site.

- Department staff represented the City as a member of the South Bay Council of Governments Livable Communities Standing Committee which supports the dissemination and implementation of livable communities' principles.

- Reviewed and prepared comment letters regarding several environmental studies for new projects in surrounding cities and regional agencies including various regional transit projects, the Manhattan Village Shopping Center Enhancement Project, the Wiseburn School District Project and the LAX Projects.

- Implement the Case Planner Process to assist applicants with an assigned planner from pre-submittal of planning applications through the planning application and inspection process.

- Reviewed Staff Administrative and Discretionary Planning Applications including: 5 Sign Programs, 27 Amplified Sound Permits, 437 Temporary Use and Special Event Permits, 7 Administrative Use Permits, 1 Off-Site Parking Covenants, 8 Adjustments, 3 Lot Line Adjustments, 4 Certificates of Compliance, 2 Administrative Determinations, 5 Smoky Hollow Site Plan Reviews, 3 Downtown Design Reviews, and 12 Zoning Certification Letters.

- Processed Planning Commission Applications including 26 Environmental Assessments, 3 Conditional Use Permits, 2 Subdivisions, 1 Variance, 1 Coastal Development Permits, 1 General Plan Consistency Determinations, 1 Development Agreement Amendment, 1 General Plan Amendments, 2 Specific Plan Amendments, 2 Zone Changes, 3 Zone Text Amendments, and 2 Parking Demand Studies.

- Provided plan check and accelerated plan check service for approximately 300 plan check submittals (not including over the counter and appointment plan checks).

- Planning staff attended professional seminars and conferences related to land use and environmental regulations.

Goals and Objectives for FY 2013/2014:

- Complete the environmental review, Zone Text Amendment, Development Agreement, Adjustment and Variance request for the Plaza El Segundo-The Point Shopping Center Project.

- Complete the General Plan Amendment, Specific Plan, Zone Change, Zone Text Amendment, Development Agreement and Lot Line Adjustment for 888 North Sepulveda Boulevard Hotel Project.

- Complete the South Campus Specific Plan Project for Raytheon Corporation involving an EIR, Specific Plan, Development Agreement, General Plan Amendment, Zone Change, Zone Text Amendment and Subdivision for approximately 2 million square feet of commercial and industrial uses.

- Complete the General Plan Amendment, Specific Plan, Zone Change, Zone Text Amendment and Development Agreement for the Mattel Project.

- Complete the Corporate Campus Specific Plan Amendment project.

- Complete the 2014-2020 Housing Element.

- Complete modifications to the development standards to comply with Housing Element Goals for the existing Housing Element.

- Complete code amendment relating to Outdoor Dining Parking Exemption from Downtown Code Committee recommendations.
- Complete modifications to development standards regarding temporary uses.
- Complete update of the Coastal Zone development procedures.
- Complete annual Capital Improvement Program (CIP) General Plan consistency review.
- Complete annual Congestion Management Program (CMP) compliance reporting.
- Administer CDBG Programs including 3 public service programs.
- Provide rapid and accurate plan check service, accelerated plan check service, and inspections; process Planning Commission Applications in an efficient manner.
- Develop electronic database system for planning application files to improve records management and retention.
- Maintain and expand availability of information on the Planning Division web-site.
- Continue implementation of the South Bicycle Master Plan.
- Continue to monitor and comment on environmental studies for new projects in surrounding cities which may have an impact on the City and provide input on programs, plans, and projects by regional agencies such as MTA, SCAG, and the SCAQMD, which impact the City, including various regional transit projects, the Manhattan Village Shopping Center Enhancement Project, and LAX Projects.
- Continue to represent the City as a member of the South Bay Council of Governments Livable Communities Standing Committee which supports the dissemination and implementation of livable communities' principles.
- Provide on-going staff land use and environmental planning training, NPDES training, and emergency operations center training and support.

POSITION INFORMATION

CLASSIFICATION	FULL-TIME	PART-TIME (FTE)
PLANNING MANAGER	1.0	
PRINCIPAL PLANNER	2.0	
ASSISTANT PLANNER	2.0	
OFFICE SPECIALIST II	1.0	

CITY OF EL SEGUNDO
PRELIMINARY OPERATING BUDGET

PLANNING AND
BUILDING SAFETY

CLASSIFICATION		ACTUAL FY 2010/11	ACTUAL FY 2011/12	ADOPTED FY 2012/13	PROJECTED YEAR END FY 2012/13	PROPOSED FY 2013/14
PLANNING						
SALARIES						
4101	Salaries Full-Time	544,621	609,905	591,400	592,600	606,200
4102	Salaries Part-time	0	271	0	100	28,200
4103	Overtime	3,345	1,987	14,700	400	10,600
4113	Compensated Overtime	5,217	12,369	0	5,500	0
	TOTAL SALARIES	**553,183**	**624,532**	**606,100**	**598,600**	**645,000**
TOTAL EMPLOYEE BENEFITS		**237,998**	**256,598**	**237,000**	**248,600**	**269,800**
SUPPLIES						
5204	Operating Supplies	0	209	0	0	0
5206	Computer Supplies	0	0	3,100	0	0
5220	Computer Refresh	0	3,072	0	3,100	3,100
	TOTAL SUPPLIES	**0**	**3,281**	**3,100**	**3,100**	**3,100**
SERVICE CHARGES						
6201	Advertising/Publishing	14,289	8,246	15,000	15,000	15,000
6203	Copy Machine Charges	1,252	2,485	2,100	2,100	2,100
6205	Other Printing & Binding	539	636	3,100	3,100	3,100
6206	Contractual Services	0	0	0	0	0
6207	Equipment Replacement Charges	(840)	2,604	0	0	2,500
6208	Dues & Subscriptions	1,713	1,604	1,400	1,400	2,400
6213	Meetings & Travel	2,047	2,013	2,000	2,000	7,000
6214	Professional/Technical	120,640	1,679	112,200	112,200	147,200
6223	Training & Education	1,340	48	1,700	1,700	4,200
6253	Postage	493	1,140	500	500	3,800
6254	Telephone	0	0	0	0	0
6260	Equipment Leasing Costs	203	0	0	0	0
6263	Commissioners Expense	2,850	3,200	7,300	7,300	7,300
	TOTAL SERVICE CHARGES	**144,526**	**23,655**	**145,300**	**145,300**	**194,600**
REIMBURSEMENT AGREEMENTS						
6882	Boeing S-50 Project	0	0	0	0	115,000
	TOTAL REIMB AGREEMENTS	**0**	**0**	**0**	**0**	**115,000**
	PLANNING	**935,707**	**908,066**	**991,500**	**995,600**	**1,227,500**

Planning and Building Safety - Building Safety *Division 2403*

CLASSIFICATION	ACTUAL FY 2010/11	ACTUAL FY 2011/12	ADOPTED FY 2012/13	PROJECTED YEAR END FY 2012/13	PROPOSED FY 2013/14
BUILDING SAFETY					
SALARIES	562,693	518,796	367,400	454,300	466,500
EMPLOYEE BENEFITS	200,310	195,175	143,700	167,900	188,900
SUPPLIES	79	5,879	4,600	4,600	4,600
SERVICE CHARGES	152,311	302,811	335,200	335,200	338,000
CAPITAL-FIXED ASSETS	0	0	0	0	0
TOTAL EXPENDITURES	**915,393**	**1,022,661**	**850,900**	**962,000**	**998,000**

ACTIVITY INFORMATION

The Building and Safety Division's mission is to provide responsive, knowledgeable, and helpful building services by administering and enforcing state and local construction regulations in order to protect the health and safety of all occupants in or near buildings while they work, recreate, visit and live in our city. Building and Safety's goal is to provide permit, plan review, and inspection services in a professional, flexible, and equitable manner

Accomplishments During FY 2012/2013:

- Developed and implemented the on-line permit.
- Continued monthly field inspection group meetings which include staff from Building, Planning, Fire, Public Works, Police and Recreation and Park.
- Completed various customer friendly handouts for the counter and departmental website in order to better inform the public of code requirements.
- Met departmental performance standards.
  - Completed 25% of all projects over-the-counter.
  - Completed 99% of accelerated plan checks within 2 to 3 weeks.
  - Completed 99% of regular plan checks within 4 to 6 weeks.
  - Completed 99% of requested inspections within 24 hours.
  - Responded to 99% of all code enforcement inquiries within 2 business days.

Goals and Objectives for FY 2013/2014:

- Adopt new 2013 state building standard codes.
- Train staff and customers on the new codes.
- Provide uniform and consistent code enforcement.
  - Continue monthly divisional meetings to discuss process improvement programs.
  - Continue to train staff to fulfill State certification mandates.
- Improve current methods, practices and processes
  - Develop a plan for a new development center.
  - Continue scanning microfiche to add inventory to the department's document image library.
- Improve communication between staff and customers so that they have more realistic expectations.
  - Develop a Pre-development checklist and scheduling tool that will serve as a road map for the plan review and construction process.
- Achieve divisional performance objectives.

POSITION INFORMATION

CLASSIFICATION	FULL-TIME	PART-TIME (FTE)
SENIOR PLAN CHECK ENGINEER	1.0	
SENIOR BUILDING INSPECTOR	1.0	
BUILDING INSPECTOR II	1.0	
BUILDING INSPECTOR II		.5
LICENSE PERMIT SPECIALIST II	1.0	

CLASSIFICATION		ACTUAL FY 2010/11	ACTUAL FY 2011/12	ADOPTED FY 2012/13	PROJECTED YEAR END FY 2012/13	PROPOSED FY 2013/14
BUILDING SAFETY						
SALARIES						
4101	Salaries Full-Time	455,068	440,598	367,400	367,000	413,100
4102	Salaries Part-time	35,437	22,558	0	26,100	53,400
4103	Overtime	1,961	1,142	0	300	0
4113	Reimbursable Overtime	70,227	54,498	0	60,900	0
	TOTAL SALARIES	**562,693**	**518,796**	**367,400**	**454,300**	**466,500**
TOTAL EMPLOYEE BENEFITS		**200,310**	**195,175**	**143,700**	**167,900**	**188,900**
SUPPLIES						
5204	Operating Supplies	79	1,271	0	0	0
5206	Computer Supplies	0	0	0	0	0
5220	Computer Refresh	0	4,608	4,600	4,600	4,600
	TOTAL SUPPLIES	**79**	**5,879**	**4,600**	**4,600**	**4,600**
SERVICE CHARGES						
6201	Advertising/Publishing	180	1,258	1,000	1,000	1,800
6203	Copy Machine Charges	1,050	2,033	1,500	1,500	1,500
6205	Other Printing & Binding	2,246	0	0	0	0
6207	Equipment Replacement Charges	(13,490)	14,733	0	0	13,000
6208	Dues & Subscriptions	210	750	200	200	2,200
6213	Meetings & Travel	434	1,139	500	500	2,500
6214	Professional/Technical	158,416	278,755	330,000	330,000	310,000
6215	Repair & Maintenance	0	0	0	0	0
6223	Training & Education	1,273	3,272	2,000	2,000	7,000
6253	Postage	0	-85	0	0	0
6254	Telephone	1,792	956	0	0	0
6260	Equipment Leasing Costs	200	0	0	0	0
	TOTAL SERVICE CHARGES	**152,311**	**302,811**	**335,200**	**335,200**	**338,000**
CAPITAL-FIXED ASSETS						
8108	Capital / Computer Hardware	0	0	0	0	0
	TOTAL FIXED ASSETS	**0**	**0**	**0**	**0**	**0**
	BUILDING SAFETY	**915,393**	**1,022,661**	**850,900**	**962,000**	**998,000**

Planning and Building Safety – Economic Development *Division 2401*

CLASSIFICATION	ACTUAL FY 2010/11	ACTUAL FY 2011/12	ADOPTED FY 2012/13	PROJECTED YEAR END FY 2012/13	PROPOSED FY 2013/14
ECONOMIC DEVELOPMENT					
SALARIES	0	62,283	84,800	85,300	90,300
EMPLOYEE BENEFITS	0	26,133	28,400	31,500	34,400
SUPPLIES	0	203	0	0	0
SERVICE CHARGES	0	97,982	90,000	90,000	185,000
TOTAL EXPENDITURES	**0**	**186,601**	**203,200**	**206,800**	**309,700**

ACTIVITY INFORMATION

The Economic Development Division's mission is to significantly increase economic development in the City, implement and maintain a business climate that fosters a strong economic community, develop a strategic plan that will result in business retention and attraction, provide an effective level of City services to all elements of the community, which will increase City revenues, development activity, spur job creation and increase customer activity and satisfaction.

Accomplishments During FY 2012/2013:

- Implement the 2013 Economic Development Strategy:
  - Completed over 60 business visits as a part of the Business Visitation Program for retention and expansion of the existing business base.
  - Researched and Implemented Recommendations made by the Economic Development Advisory Council.
  - Initiated a formal Business Expansion, Attraction and Retention Program
  - Applied for and named by Los Angeles County Economic Development Corporation (LAEDC) a "2012 Most Business Friendly City Finalist".
- Increase Tax Revenue:
  - Developed marketing materials for available commercial sites.
  - Attended commercial trade shows as a business attraction effort such as ICSC and CORENET to engage in face-to-face marketing of the City's specific identified sites.
- Reduce vacant/undeveloped land:
  - Identified undeveloped land sites that have had historical challenges to development.
  - Facilitated negotiations with potential new tenants and landowner.
  - Performed as an 'Ombudsman' for the business community – coordinated activities with internal department and local business/developers.
  - Managed Park Place Extension design and pre-environmental components for long term mixed use development of one of the last vacant, undeveloped parcels of available land within the City.
- Reduce commercial inventory vacancy rates:
  - Prepared marketing materials for targeted commercial sites.
  - Developed strategic partnerships with regional brokers for continued marketing of opportunity sites within the community.
  - Successfully led interagency efforts to retain the company Nano H20, including 110 jobs.
  - Successfully expanded Caban Resources resulting in the rehabilitation of a dilapidated building within the Smoky Hollow district and the creation of two additional jobs.
  - Assisted Grimaldi's Pizzeria in securing the necessary permitting from the South Coast Air Quality Management District resulting in the

occupancy of a key vacant space and the creation of over 50 new jobs.

- Optimize pro-business climate
  - Reestablished the Economic Development Advisory Council (EDAC).
  - Successfully submitted application for the 2012 designation round of Los Angeles County Economic Development Corporation's "Most Business Friendly Community Award".
  - Successfully created 5 print ads and authored two editorial pieces for two separate publications to promote pro-business climate of City.
  - Assisted in coordination of activities including: permit/licensing activities and "Business Matters" cable television programming.

Goals and Objectives for FY 2013/2014:

- Implement 2013-14 Economic Development Strategy
- Continue to monitor and establish trend analysis for the Economic Development Program Baseline Study.
- Implement Mayor's Economic Development Roundtable Series to promote business expansion, retention and attraction efforts.
- Develop in conjunction with the Economic Development Advisory Council a Five Year Economic Development Strategic Plan.
- Manage efforts to overhaul www.elsegundobusiness.com website.
- Prepare an application for submission to become an Accredited Economic Development Organization (AEDO) by the International Economic Development Council (IEDC).
- Continue to identify opportunities for process improvements and permit streamlining.
- Partner with landowners to reduce identified barriers to development for available sites.
- Create 10 print ads and author four editorial pieces separate publications to promote pro-business climate of City.
- Develop collateral materials including miscellaneous flyers, handouts, giveaways for potential clients to promote the City.
- Aggressively attract new healthcare providers through the utilization of the Healthcare Needs Assessment provided by the Buxton Co.
- Aggressively attract new hotel operators through the utilization of the Hospitality Assessment Report provided by the Buxton Co.
- Actively utilize the Consumer Propensity Report with existing business base as a retention/expansion tool.
- Submit application for the 2014 designation round of Los Angeles County Economic Development Corporation's "Most Business Friendly Community Award".
- Conduct 120 business visits to existing business base.
- Successfully expand 2 businesses, resulting in at least 50 new jobs and capital infusion of at least $2 Million dollars.
- Attract two new businesses resulting in creation of 50 new jobs and a capital investment of at least $5 Million dollars.
- Attend International Council of Shopping Centers Fall Conventions to attract new retail opportunities.
- Attend CORENET Global Summit to attract new business to existing commercial vacancies.
- Attend local and regional conventions/event to attract new business opportunities to the City.

POSITION INFORMATION

CLASSIFICATION	FULL-TIME	PART-TIME (FTE)
ECONOMIC DEVELOPMENT ANALYST	1.0	

CLASSIFICATION	ACTUAL FY 2010/11	ACTUAL FY 2011/12	ADOPTED FY 2012/13	PROJECTED YEAR END FY 2012/13	PROPOSED FY 2013/14
ECONOMIC DEVELOPMENT					
SALARIES					
4101 Salaries Full-Time	0	62,283	84,800	85,300	90,300
TOTAL SALARIES	**0**	**62,283**	**84,800**	**85,300**	**90,300**
TOTAL EMPLOYEE BENEFITS	**0**	**26,133**	**28,400**	**31,500**	**34,400**
SUPPLIES					
5204 Operating Supplies	**0**	**203**	**0**	**0**	**0**
SERVICE CHARGES					
6201 Advertising/Publishing	0	5,070	24,000	24,000	104,000
6203 Copy Machine Charges	0	328	0	0	0
6205 Other Printing & Binding	0	449	0	0	0
6206 Contractual Service	0	87,401	51,000	51,000	51,000
6208 Dues & Subscriptions	0	980	2,000	2,000	7,000
6213 Meetings & Travel	0	2,254	4,000	4,000	14,000
6214 Professional/Technical	0	1,500	7,500	7,500	7,500
6223 Training & Education	0	0	1,500	1,500	1,500
TOTAL SERVICE CHARGES	**0**	**97,982**	**90,000**	**90,000**	**185,000**
ECONOMIC DEVELOPMENT	**0**	**186,601**	**203,200**	**206,800**	**309,700**