

R-75-2598

RESOLUTION NO. 213417

MAY 29 1975

A RESOLUTION REGARDING THE OPERATING OF THE SAN DIEGO GROWTH MANAGEMENT STUDY BY THE CITY MANAGER AND THE PLANNING DEPARTMENT DIRECTOR OF THE CITY OF SAN DIEGO.

WHEREAS, The City of San Diego, California has entered into a contract with the United States Department of Housing and Urban Development (HUD) to carry out, within The City of San Diego, a Housing and Community Development Block Grant Program; and

WHEREAS, the Housing and Community Development Block Grant Application was authorized by Resolution No. 212090, adopted November 26, 1974; and

WHEREAS, the Housing and Community Development Block Grant Application designates The City of San Diego as the operating agency for the Growth Management Study, hereinafter called "Project"; and

WHEREAS, Professor Robert H. Freilich, Professor of Law at the University of Missouri and a practicing attorney, is a nationally known expert in urban growth planning and is available to offer his services to this project; and

WHEREAS, the Grant Agreement referred to in the first recital herein provides grant funds for the operation of said Project;

NOW, THEREFORE,

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

1. That the City Manager and the Planning Department Director are hereby jointly authorized to assume full responsibility for the successful implementation, supervision, and completion of Project in accordance with the Grant Agreement between The City of San Diego and HUD along with appurtenant regulations and in accordance with the terms and conditions as they may apply as set forth in Document No. 750759, on file in the office of the City Clerk.

2. That because of the unique and distinguished qualifications of Professor Robert H. Freilich, Council Policy 300-7 relating to the selection of consultants is hereby waived, and the City Manager is hereby authorized to execute an Agreement with Professor Freilich for his consultation and services to the Project.

3. That the operation of Project and costs incurred thereto shall be no more liberal than policies, procedures and practices applied uniformly to both federally assisted and other activities of the City.

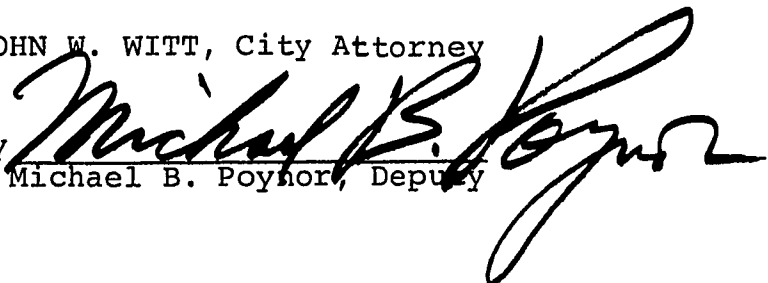
4. That the City shall operate in a manner consistent with the Project Work Program Cover Sheet, attached hereto as Exhibit A; Project Work Program, attached hereto as Exhibit B; and the itemized Program Budget, attached hereto as Exhibit C.

5. That this Project shall commence on June 1, 1975 and conclude on May 31, 1976 with an amount of funding for said time period not to exceed one hundred twenty-five thousand dollars (\$125,000.00) such amount to include a contract for the consulting

services of Professor Robert H. Freilich in the amount of thirty-
two thousand dollars (\$32,000.00).

APPROVED: JOHN W. WITT, City Attorney

By


Michael B. Poyner, Deputy

MBP:nr
5-27-75
Or. Dept. Planning
Aud.Cert.#6670

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PROJECT WORK PROGRAM COVER SHEET

SCOPE OF SERVICES

- I. Study preparation, data collection
 - A. Select staff from existing City departments and/or hire additional staff as necessary. (4 persons)
 - B. Identify participants from public and private sectors for appointment to Advisory Committee. (10-20 persons)
 1. Advise consultant and Planning Department staff regarding progress of the Growth Management Study.
- II. Development of legal parameters and identification of a Growth Management Methodology
 - A. Selection and Council approval of Legal Consultant.
 - B. Consultant will conduct the following activities:
 1. Identify General Plan elements needed for legal implementation of a Growth Management Plan.
 2. Research statutory and case law at local, state and national level with reference to land management policies.
 3. Survey and review existing City planning practices.
 4. Develop model interim development ordinance to protect the comprehensive planning process during development stages to insure that proposals can be implemented.
 5. Prepare model zoning provision to achieve implementation of timing and sequential controls for managed growth.
 6. Provide an advisory report which will furnish a legal and planning basis for all legislation proposed.
 7. Participate in sessions with City Planning and Legal staff to review ongoing research and work elements and to assist in making planning and legal decisions.
 - C. City will conduct the following activities:
 1. Provide legal assistance to complement the contractor's work for the duration of the agreement.

EXHIBIT A

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2. Provide planning assistance for preparation of statistical, economic, social and planning data.

3. Provide secretarial and graphics assistance.

III. Report concluding Phases I and II and outline of subsequent phases

A. Prepare and submit report to Planning Commission describing work that has taken place and Planning Department recommendations regarding Growth Management in San Diego.

B. Prepare and submit report to Planning Commission outlining subsequent phases of Growth Management Study.

IV. Reporting Procedures

A. Submit monthly project progress report form by the tenth day of each month.

B. Submit narrative project progress report by the tenth day of each month

NOTE: Costs of litigation resulting from implementation of Growth Management policy or legislation are not chargeable to the Block Grant Program.

BLOCK GRANT PROGRAM - CITY OF SAN DIEGO
PROJECT WORK PROGRAM

Planned - - - -
Actual - - - -

PROJECT OPERATING AGENCY CITY OF SAN DIEGO, PLANNING DEPT.
PROJECT NO. CDBG-P-12

213417

PROJECT ELEMENTS/SUB-PROJECTS KEY ACTIVITIES	1st Quarter		2nd Quarter			3rd Quarter		4th Quarter				
	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May
I. Study preparation, data collection												
A. Select City staff and/or hire staff as necessary												
B. Identify participants for appointment to Advisory Committee.												
1. Advise consultant and Planning Department staff regarding progress of the Growth Management Study												
II. Development of legal parameters and identification of a Growth Management methodology												
A. Selection and Council approval of Legal Consultant.												
B. Consultant will conduct the following activities:												
1. Identify General Plan elements needed for legal implementation of a Growth Management Plan												
2. Research statutory and case law at local, state and national level with reference to land management policies												

EXHIBIT B

BLOCK GRANT PROGRAM - CITY OF SAN DIEGO
PROJECT WORK PROGRAM

Planned ----- PROJECT GROWTH MANAGEMENT STUDY
Actual ----- OPERATING AGENCY CITY OF SAN DIEGO, PLANNING DEPT.
PROJECT NO. CDBG-P-12

213417

PROJECT ELEMENTS/SUB-PROJECTS KEY ACTIVITIES	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter		
	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May
3. Survey and review existing City planning practices.												
4. Develop model interim development ordinance to protect the comprehensive planning process during its development stages to insure that proposals can be implemented.												
5. Prepare model zoning provision to achieve implementation of timing and sequential controls for managed growth.												
6. Provide an advisory report which will furnish a legal and planning basis for all legislation proposed.												
7. Participate with City planning and legal staff to review ongoing research and work elements and to assist in making planning and legal decisions.												
C. City will conduct the following activities:												
1. Provide legal assistance to complement the contractor's work for the duration of the agreement.												
2. Provide planning assistance for preparation of statistical, economic, social and physical data												

EXHIBIT B

BLOCK GRANT PROGRAM - CITY OF SAN DIEGO
PROJECT WORK PROGRAM

Planned -----
Actual -----

PROJECT OPERATING AGENCY GROWTH MANAGEMENT STUDY
CITY OF SAN DIEGO, PLANNING DEPT.
PROJECT NO. CDBG-P-12

213417

PROJECT ELEMENTS/SUB-PROJECTS KEY ACTIVITIES	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter		
	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May
3. Provide secretarial and graphics												
III. Report concluding Phases I and II and outline of subsequent phases.												
A. Prepare and submit report describing work that has taken place and Planning Department recommendations regarding Growth Management in San Diego.												
B. Prepare and submit summary outline of subsequent phases of Growth Management Study.												
IV. Reporting Procedures												
A. Submit monthly Project Progress Report form by the tenth day of each month.												
B. Submit narrative project progress report by the tenth day of each month.												
V. Close down procedures												
A. Program audit												
B. Settle all financial claims against the Block Grant Program												
C. Terminate project staff.												

EXHIBIT B

BLOCK GRANT PROGRAM - CITY OF SAN DIEGO
PERFORMANCE STANDARDS

PROJECT

GROWTH MANAGEMENT STUDY

PROJECT NO. CDBG-P-12

OPERATING AGENCY

CITY OF SAN DIEGO, PLANNING DEPT.

213417

PROJECT ELEMENTS/SUB-PROJECTS OUTPUT MEASURES	MONTHLY PERFORMANCE STANDARDS											
	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May
I. Study preparation, data collection												
A. Selection of City staff and/or hire staff as necessary	4											
B. Identification of participants for appointment to Advisory Committee	10-20											
1. Advise consultant and Planning Department staff regarding progress of the Growth Management Study		1		1		1		1		1		1
II. Development of legal parameters and identification of a Growth Management methodology												
A. Selection and Council approval of legal consultant	1											
B. Consultant will conduct the following activities:		1										
1. Identification of General Plan elements needed for legal implementation of Growth Management Plan											1	
2. Land management policies research Summary											1	
3. Analysis of existing City planning practices											1	

EXHIBIT B

BLOCK GRANT PROGRAM - CITY OF SAN DIEGO
 PERFORMANCE STANDARDS

PROJECT GROWTH MANAGEMENT STUDY
 OPERATING AGENCY CITY OF SAN DIEGO, PLANNING DEPT.
 PROJECT NO. CDBG-P-12

213417

PROJECT ELEMENTS/SUB-PROJECTS OUTPUT MEASURES	MONTHLY PERFORMANCE STANDARDS											
	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May
4. Model interim development ordinance				1								
5. Model zoning provision									1			
6. Advisory report		1								1		
7. Assistance in making planning and legal decisions.					1							1
C. City will conduct the following activities:												
1. Legal assistance to complement the contractor's work for the duration of the agreement											1	
2. Planning assistance for preparation of statistical, economic, social and physical data											1	
3. Secretarial and graphics assistance											1	
III. Report concluding Phases I and II and outline of subsequent phases												
A. Report describing work that has taken place and Planning Department recommendations regarding Growth Management in San Diego												1
B. Summary outline of subsequent phases of Growth Management Study.												1
IV. Reporting Procedures												
A. Monthly Project Progress Report	1	1	1	1	1	1	1	1	1	1	1	1
B. Narrative Project Progress Report	1	1	1	1	1	1	1	1	1	1	1	1

EXHIBIT B

BLOCK GRANT PROGRAM - CITY OF SAN DIEGO
PROJECT PROGRESS REPORT

Page 1 of 2 Pages
Month of _____
Months to Date _____

PROJECT GROWTH MANAGEMENT STUDY
OPERATING AGENCY CITY OF SAN DIEGO, PLANNING DEPT.

PROJECT NO. CDBG-P-12

213417

PROJECT ELEMENTS/SUB-PROJECTS OUTPUT MEASURES	Unit	Month		To Date		REMARKS
		Plan	Actual	Plan	Actual	
I. Study preparation, data collection						
A. Selection of City staff and/or hire staff as necessary	Staff					
B. Identification of participants for appointment to Advisory committee	Individuals					
1. Advise consultant and Planning Department staff regarding progress of the Growth Management Study	Meetings					
II. Development of legal parameters and identification of a Growth Management methodology						
A. Selection and Council approval of legal consultant	Council Approval					
B. Consultant will conduct the following activities:						
1. Identification of General Plan elements needed for legal implementation of Managed Growth Plan.	General Plan Elements					
2. Land management policies research summary	Summary Report					
3. Analysis of existing City planning practices	Report					

EXHIBIT B

BLOCK GRANT PROGRAM - CITY OF SAN DIEGO
PROJECT PROGRESS REPORT

Page 2 of 2 Pages
Month of _____
Months to Date _____

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PROJECT GROWTH MANAGEMENT STUDY
OPERATING AGENCY CITY OF SAN DIEGO, PLANNING DEPT. PROJECT NO. CDBG-P-12

PROJECT ELEMENTS/SUB-PROJECTS OUTPUT MEASURES	Unit	Month		To Date		REMARKS
		Plan	Actual	Plan	Actual	
4. Model interim development ordinance	Devel. Ord.					
5. Model zoning provision	Zon. Prov.					
6. Advisory report	Report					
7. Assistance in making planning and legal decisions	Meetings					
C. City will conduct the following activities						
1. Legal assistance to complement the contractor's work for the duration of the agreement.	Legal Assistance					Include description of legal, planning and secretarial assistance in monthly narrative project progress report
2. Planning assistance for preparation of statistical, economic, social and physical data.	Planning Assistance					
3. Secretarial and graphics assistance.	Secretarial and Graphics Assistance					
III. Report concluding Phases I and II and outline of subsequent phases.	Report					
A. Report describing work that has taken place and Planning Department recommendations regarding Growth Management in San Diego.	Report					
B. Summary outline of subsequent phases of Growth Management Study.	Outline					
Iv. Reporting Procedures						
A. Monthly Project Progress Report	Report					
B. Narrative Project Progress Report	Report					

BLOCK GRANT PROGRAM - CITY OF SAN DIEGO

PROJECT NAME GROWTH MANAGEMENT STUDY
 OPERATING AGENCY CITY OF SAN DIEGO, PLANNING DEPARTMENT

PROJECT NUMBER CDBG-P-12
 QUARTER _____ to _____

STATUS OF GRANT APPLICATIONS

Please include all grants
 that are pending from
 previous months

Agency and Program to whom applied	Application or Pre- Application	Amount Requested	Date Submitted	Purpose of Requested Funds	Status: (Approval, Disapproval, Pending)	Amount Received and time period of Grant

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EXHIBIT B

City of San Diego - Planning Department			Growth Management Study ^{Round 5-1-75} 9514-1401				
Community Development Block Grant Project Budget			PROGRAM CATEGORY Growth Management Study ^{HD 4/1-75}				
CONTRACT PERIOD FROM: 6-1-75 TO: 5-31-76			<input checked="" type="checkbox"/> ORIGINAL SUBMISSION <input type="checkbox"/> REVISION NO. _____				
	PRIOR YEARS CDBG FUNDS (1)	CURRENT APPROVED BUDGET CDBG FUNDS (2)	CD Block GRANT (3)	REQUESTED FUNDS			TOTAL (Col. 2 & 3) (5)
				FEDERAL (4a)	STATE (4b)	LOCAL (4c)	
PERSONNEL EXPENSE			68,690				68,690
NON-PERS. EXPENSE			51,827				51,827
OUTLAY EQUIPMENT PROPERTY ACQUIS. CONSTRUCTION			4,483 --- ---				4,483 --- ---
OUTLAY TOTAL			4,483				4,483
SUB-TOTAL - NON-PERS. EXP. & OUTLAY			56,310				56,310
GRAND TOTAL			125,000				125,000
TOTAL LOCAL SHARE BREAKDOWN BY:				CASH		X	
				IN-KIND			

NOTES:

REVIEW AND APPROVAL			
<i>James T. ...</i>	5/14/75		
OPERATING AGENCY DIRECTOR	DATE	AUTHORIZATION	
<i>Don V. ...</i>	5-14-75	<i>[Signature]</i>	5/14/75
Program Development	DATE	CDBG Coordinator	DATE
<i>[Signature]</i>	5-14-75	<i>[Signature]</i>	213417 5/14/75
Budget Analyst	DATE	BUDGET DIRECTOR	DATE

EXHIBIT C

City of San Diego - Planning Department

Growth Management Study 9514-1401

BUDGET EXHIBIT FOR OPERATING AGREEMENT PROGRAM CATEGORY
Growth Management Study

CONTRACT PERIOD FROM: 6-1-75 TO: 5-31-76 ORIGINAL SUBMISSION REVISION NO. _____

COST CATEGORY	PRIOR YEARS CDBG FUNDS (1)	CURRENT APPROVED BUDGET CDBG FUNDS (2)	REQUESTED FUNDS				TOTAL (Col. 2 & 3) (5)
			CD. Block GRANT (3)	NON CDBG FUNDS			
				FEDERAL (4a)	STATE (4b)	LOCAL (4c)	
PERSONNEL EXPENSE			68,690				68,690
 							
NON-PERS. EXP. & OUTLAY			56,310				56,310
GRAND TOTAL			125,000				125,000
TOTAL LOCAL SHARE BREAKDOWN BY:						CASH	X
						IN-KIND	

NOTES:

EXHIBIT C

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BLOCK GRANT PROGRAM - CITY OF SAN DIEGO
 Estimated Monthly Expenditure Schedule

Block Grant Funds

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PROJECT: GROWTH MANAGEMENT STUDY 9514-1401
 OPERATING AGENCY: CITY OF SAN DIEGO - PLANNING DEPARTMENT


DESCRIPTION	ACCT. NO.	MONTHS												TOTAL BUDGET	
		June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May		
PERSONNEL EXPENSE															
Salaries & Wages	1151	4,779	4,779	4,779	4,779	4,779	4,779	4,779	4,779	4,779	4,779	4,779	4,779	4,778	57,347
Unused Sick Leave	1155	43	42	42	42	42	42	42	42	42	42	42	42	42	505
Retirement Contrib.	2150	573	573	573	573	573	573	573	573	573	573	573	573	573	6,876
Social Security Contr.	2152	244	244	244	244	244	243	243	243	243	243	243	243	243	2,921
Compensation Ins.	2424	10	10	10	10	10	10	10	10	10	10	10	7	117	
Group Insurance	2425	77	77	77	77	77	77	77	77	77	77	77	77	924	
Total Personnel Expense		5,726	5,725	5,725	5,725	5,725	5,724	5,724	5,724	5,724	5,724	5,724	5,720	68,690	
NON-PERSONNEL EXPENSE															
Transportation	3210	51	51	51	51	51	51	51	51	51	51	51	51	612	
Postage	3211	100	100	100	100	100	100	100	100	100	100	100	100	1,200	
Telephone & Teleg.	3212	375	137	137	137	137	137	137	137	137	137	137	137	1,882	
Scheduled Travel	3213	1,223	691	460	460	460	460	460	460	460	460	460	460	2,374	
Spec. Dept. Expense	3217	65	15	65	15	65	15	65	15	65	15	65	15	480	
Training Fees-S.D.	3219	50	22	50	22	50	22	50	22	50	22	50	22	300	
Print Reports	3231	22	22	22	22	22	22	22	22	22	22	22	22	1,264	
Photocopy, Xerox	3236	75	75	75	75	75	75	75	75	75	75	75	75	900	
Gas, Light, Power	3241	94	94	94	94	94	94	94	94	94	94	94	93	1,123	
Misc. Contr. Services	3299	32,639	639	639	639	639	639	639	639	639	639	639	639	39,668	
Office Supplies	3301	100	100	100	100	100	100	100	100	100	100	100	100	1,200	
Drafting & Photo	3332	40	40	40	40	40	40	40	40	40	40	40	39	476	
Books	3360	15	15	15	15	15	15	15	15	15	15	15	15	180	
Periodicals	3361	14	14	14	14	14	14	14	14	14	14	14	14	168	
Total Non-Personal Exp.		34,863	1,993	1,862	1,302	1,402	1,302	1,402	1,301	1,400	1,300	1,400	1,300	51,827	
Outlay-Equipment		4,483	--	--	--	--	--	--	--	--	--	--	--	4,483	
Total Activity	4540	45,072	7,716	7,587	7,027	7,127	7,026	7,126	7,025	7,124	7,024	7,124	7,020	125,000	

EXHIBIT C

CITY OF SAN DIEGO - BUDGET DEPARTMENT

O.A. 4540

DEPARTMENTAL BUDGET REQUEST - OUTLAY

1. DEPARTMENT City of San Diego Planning Department		2. ACTIVITY Growth Management Study		3. DEPT. & ACT. NO. 9514-1401	4. REF. NO. 7
5. DISTRIBUTION OF OUTLAY ITEMS TO FACILITIES					
A. FACILITY OR LOCATION 5th Floor - City Admin. Bldg.		B. NO. 1	C. BUD. O.	D. FACILITY OR LOCATION	
E. NO.		F. BUD. O.			
6. EQUIPMENT OR OTHER OBJECT OF OUTLAY EXPENDITURE					
A. QUAN. 1	B. DESCRIPTION Selectric Typewriter				
7. SIMILAR EQUIPMENT AT SAME LOCATIONS			8. AVERAGE DAILY USE (HOURS, MILES, ETC.)		
A. QUAN.	B. DESCRIPTION		A. PRESENT EQUIP.	B. REQUESTED EQUIP. 6 hours	
9. EXPLAIN NECESSITY FOR, OR BENEFITS TO BE EXPECTED FROM THIS EXPENDITURE					
This typewriter is needed to provide typing support for three associate planners in the Block Grant Program "Urban Management Project". It will be used daily for typing reports, correspondence and related matter.					
10. IS REQUEST CONTINGENT UPON INCREASE OF PERSONNEL? (IF 'YES', EXPLAIN)					
<input checked="" type="checkbox"/> YES This is a newly funded grant which provides for an Intermediate Steno position in addition to three associate planners. <input type="checkbox"/> NO					
11. LIST EQUIPMENT TO BE DISPLACED					
A. INV. NO.	B. DESCRIPTION			C. RECOMMENDED DISPOSAL	
-	-			-	
12. ESTIMATED COST		UNIT COST	TOTAL COST	FOR USE BY BUDGET OFFICE STAFF	
IN SPACE (B) THRU (E) SHOW ADDITIONAL COSTS NECESSARY TO PLACE ITEM IN SERVICE	A. PURCHASE PRICE	552	552		
	B. LABOR				
	C. MATERIAL				
	D.				
	E.				
TOTAL COST (ITEMS A THRU E)			552		
13. EXPLAIN ADDITIONAL COSTS (B THRU E OF 12 ABOVE)				14. SIGNATURE OF REQUESTOR	
RESERVED FOR USE OF BUDGET OFFICE					
15. COMMENTS OF BUDGET ANALYST				16. PRIORITY	
EXHIBIT C				17. APPROVED	
				 213417	

O.A. 4540

INSTRUCTIONS: ITEMS 6. AND 7.
 ITEM 6 - INSERT APPROPRIATE CODE LETTERS:
 A - ADDITIONAL ITEM
 LR - REPLACEMENT, LIKE
 UR - REPLACEMENT, UNLIKE
 ITEM 7 - IF REPLACEMENT, INSERT ORIGINAL
 PURCHASE DATE OF DISPLACED ITEM.

CITY OF SAN DIEGO
 RECAPITULATION OF DEPARTMENTAL OUTLAY REQUESTS

1. DEPARTMENT		2. ACTIVITY				3. DEPT. & ACT. NO.	
City of San Diego - Planning Department		Growth Management Study				9514-1401	
4. REF. NO.	DESCRIPTION			DEPT. REQUEST		BUDGET OFFICE USE	
	5. ITEM	6.	7.	8. QUAN.	9. TOTAL COST	10. QUAN.	11. TOTAL COST
	Desk, 60 x 34, Double	A		2	424		
	Pedestal Island						
	Bookcase, Metal 2 shelf	A		4	264		
	5 drawer File Cabinet, Lgl.	A		1	158		
1	Selectric Typewriter	A		1	552		
	Chair, Steno, Flewelling#465	A		1	85		
	60 x 30 Desk w/return (L unit)	A		3	996		
	Chair, Jr. Exec. Royal#1230	A		4	340		
	File, 2 drawer, Legal	A		3	252		
	Storage Cab. 78"x36"x24	A		1	88		
	Calculators, Rockwell #501P	A		2	876		
	70" x 30" Steel Table, 1 Dwr.	A		4	448		
TOTAL COST - ALL ITEMS					4,483		213417

[Handwritten signature]

USE WHEN ENTRIES ON FORM DP-103, ANNUAL BUDGET REQUEST, REQUIRE EXPLANATION
SEE BUDGET MANUAL FOR PREPARATION INSTRUCTIONS

This amount is required to set up a complete office for 5 employees
(includes 1 intern) and to keep it stocked for 12 months.

Amount was arrived at by averaging past monthly expenses on a per
employee basis and multiplying it by the number of employees in this
new project. This amount was added to the estimated initial amount
required to set up this new program.

Cost estimated @ \$100/month x 12 months = \$1,200

FISCAL YEAR	OBJECT ACCOUNT TITLE	DEPT./ACTIVITY NO.	OBJ. ACCT. NO.
1975/76	Office Supplies	9514-1401	3301

OBJECT ACCOUNT BUDGET EXPLANATION
EXHIBIT C

213417

USE WHEN ENTRIES ON FORM DP-103, ANNUAL BUDGET REQUEST, REQUIRE EXPLANATION
SEE BUDGET MANUAL FOR PREPARATION INSTRUCTIONS

A. Consultant services to assist in development of legal parameters and identification of a Growth Management methodology.

Subcontract not to exceed ----- \$32,000

B. 1 graduate Planning Intern student to complete special projects in connection with the growth management program.

$40 \times 3.73 \times 4.23 = 646$ per month $\times 3$ mos = 1,938.⁰⁰
 Cost estimated @ \$469/month $\times 12$ months ----- 5,628 3,696.⁰⁰

C. Estimated cost for graphic support for statistical

data visuals @ \$170/month $\times 12$ months ----- 2,040

Total for 12 months = \$39,668

FISCAL YEAR	OBJECT ACCOUNT TITLE	DEPT./ACTIVITY NO.	OBJ. ACCT. NO.
1975/76	Misc. Contr. Services	9514-1401	3299

OBJECT ACCOUNT BUDGET EXPLANATION
EXHIBIT C

213417

USE WHEN ENTRIES ON FORM DP-103, ANNUAL BUDGET REQUEST, REQUIRE EXPLANATION
SEE BUDGET MANUAL FOR PREPARATION INSTRUCTIONS

Estimated cost provided by Financial Management Department for gas,
light, and power services for 500 sq. ft. of area space and for
12 months:

\$1,123

FISCAL YEAR	OBJECT ACCOUNT TITLE	DEPT./ACTIVITY NO.	OBJ. ACCT. NO.
1975/76	Gas, Light and Power	9514-1401	3241

OBJECT ACCOUNT BUDGET EXPLANATION
EXHIBIT C

213417

USE WHEN ENTRIES ON FORM DP-103, ANNUAL BUDGET REQUEST, REQUIRE EXPLANATION
SEE BUDGET MANUAL FOR PREPARATION INSTRUCTIONS

Cost for Xerox estimated @ approximately 1,500 copies/month
@ \$.05 = \$75 x 12 months = \$900

FISCAL YEAR	OBJECT ACCOUNT TITLE	DEPT./ACTIVITY NO.	OBJ. ACCT. NO.
1975/76	Photocopy & Xerox	9514-1401	3236

OBJECT ACCOUNT BUDGET EXPLANATION
EXHIBIT C

213417

USE WHEN ENTRIES ON FORM DP-103, ANNUAL BUDGET REQUEST, REQUIRE EXPLANATION
SEE BUDGET MANUAL FOR PREPARATION INSTRUCTIONS

This account is necessary for the printing of 500 copies of a 50-page report for the "Growth Management Study". Also included in this amount is the cost incurred for printing at 15+ page monthly report of 25 copies.

Expected costs for:

500 copies 50-page report	\$1,000	
25 copies 15-page monthly report (\$22 per report x 12 months)	<u>264</u>	
Total for 12 months =		\$1,264

Wf

FISCAL YEAR	OBJECT ACCOUNT TITLE	DEPT./ACTIVITY NO.	OBJ. ACCT. NO.
1975/76	Printing Reports	9514-1401	3231

OBJECT ACCOUNT BUDGET EXPLANATION
EXHIBIT C

213417

USE WHEN ENTRIES ON FORM DP-103, ANNUAL BUDGET REQUEST, REQUIRE EXPLANATION
SEE BUDGET MANUAL FOR PREPARATION INSTRUCTIONS

This fund is to allow two Associate Planners and one Junior Planner to attend relevant seminars held in the San Diego area. It is necessary for them to participate in these programs as they are offered to enable them to attain an extensive and comprehensive knowledge of all work being accomplished in the Growth Management and Environmental fields and to be exposed to new ideas.

The amount allocated will allow one Planner to attend approximately one two-day seminar every two months. Fees per seminars are standard for the San Diego area.

$$\text{\$50 every 2 months} = \text{\$50} \times 6 = \text{\$300}$$

FISCAL YEAR	OBJECT ACCOUNT TITLE	DEPT./ACTIVITY NO.	OBJ. ACCT. NO.
1975/76	Training Fees - San Diego Area	9514-1401	3219

OBJECT ACCOUNT BUDGET EXPLANATION
EXHIBIT C

213417

USE WHEN ENTRIES ON FORM DP-103, ANNUAL BUDGET REQUEST, REQUIRE EXPLANATION
SEE BUDGET MANUAL FOR PREPARATION INSTRUCTIONS

Special meetings and related expenses will come out of this fund along with registration fees for meetings outside the San Diego area. Luncheon expenses for San Diego area meetings are also included.

1. Registration Fees:
 - Outside San Diego Area - 6 @ \$50 = \$300
 2. Business related luncheon expenses:
 - 36 luncheons in 12 months x \$5.00 = \$180
- Total for 12 months \$480

FISCAL YEAR	OBJECT ACCOUNT TITLE	DEPT./ACTIVITY NO.	OBJ. ACCT. NO.
1975/76	Special Dept. Expenses	9514-1401	3217

OBJECT ACCOUNT BUDGET EXPLANATION
EXHIBIT C

213417

1. NAME OF TRAVELER Project Director or Alternate		2. TITLE Project Director	3. DEPT 9514-1401
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4. REF. NO. 3	5. OFFICIAL MEETING NAME Formulation and Implementation of Land Use and Urban Growth Policies
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6. SPECIFY BENEFITS TO BE DERIVED BY THE CITY THROUGH ATTENDANCE

Exchange of ideas and information regarding urban growth policies with different areas of the nation.

7. DESTINATION Arlington, Virginia	8. DATE OF MEETING June 15 & 16, 1975	9. DATE OF DEPARTURE June 14, 1975	10. DATE OF RETURN June 16, 1975
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11. <input type="checkbox"/> PRIVATE AUTO <input type="checkbox"/> AIR <input type="checkbox"/> CITY VEHICLE <input type="checkbox"/> TRAIN	12. DEPT. HEAD APPROVAL
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13. BUDGET DETAILS	UNITS	RATE	AMOUNT	15. LEAVE BLANK	16. APPROVING AUTHORITY APPROVAL
A. LODGING	2	\$ 26.00	\$ 52.00	\$	
B. MEALS	8	5.50	44.00		
C. TRANSPORTATION	1	356.00	356.00		
D. OTHER (SPECIFY)					
(1) Taxi			50.00		
(2) Tips			6.00		
(3) Registration			150.00		
14. ESTIMATED TOTAL EXPENSES			\$ 658.00	\$	

DATES	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	TOTALS
TRANSPORTATION / CAR MILEAGE								
TAXIS OR GARAGE								
HOTEL								
TELEPHONE AND TELEGRAPH (OFFICIAL CALLS ONLY)								
TIPS								
MEALS	BREAKFAST							
	LUNCH							
	DINNER							
OTHER (SPECIFY)								
TOTALS								

MUST BE FILED WITHIN THREE DAYS AFTER COMPLETION OF TRIP.
 Attach receipts for Hotel, Transportation and any Special Items.
 Items on report are normally allowed travel expenses. Explain any special items on the reverse side.
 Give names and business connections of persons whose meals were paid by traveler.

I certify that the foregoing statement is correct. Signed _____ Date _____ Approved _____	Total Expense	
	Less Cash Advanced Warrant Check No.	
	Due City Deposit Receipt No.	
	Due Traveler	

1. NAME OF TRAVELER Project Director/Alternate Project Director		2. TITLE Project Director/ Alternate Project Director		3. DEPT. 9514- 1401					
4. REF. NO. 2		5. OFFICIAL MEETING NAME The First Annual Summer Institute in Environmental Planning & Design							
6. SPECIFY BENEFITS TO BE DERIVED BY THE CITY THROUGH ATTENDANCE Informative course designed to cover recent developments in planning law, public control of land use and BART development and operation.									
7. DESTINATION Berkeley, CA		8. DATE OF MEETING June 23-27, 1975		9. DATE OF DEPARTURE June 22, 1975					
10. DATE OF RETURN June 27, 1975									
11. <input type="checkbox"/> PRIVATE AUTO <input checked="" type="checkbox"/> AIR <input type="checkbox"/> CITY VEHICLE <input type="checkbox"/> TRAIN		12. DEPT. HEAD APPROVAL Project Director							
13. BUDGET DETAILS		UNITS	RATE	AMOUNT	15. LEAVE BLANK				
A. LODGING		5	\$ 22.00	\$ 110.00	16. APPROVING AUTHORITY APPROVAL <i>Hy</i>				
B. MEALS		15	5.00	75.00					
C. TRANSPORTATION		1	59.00	59.00					
D. OTHER (SPECIFY)									
(1) Registration		2	150.00	300.00					
(2) Taxi				9.00					
(3) Tips				12.00					
14. ESTIMATED TOTAL EXPENSES				\$ 565.00	\$				
DATES		SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	TOTALS
TRANSPORTATION / CAR MILEAGE									
TAXIS OR GARAGE									
HOTEL									
TELEPHONE AND TELEGRAPH (OFFICIAL CALLS ONLY)									
TIPS									
MEALS	BREAKFAST								
	LUNCH								
	DINNER								
OTHER (SPECIFY)									
TOTALS									
<p>MUST BE FILED WITHIN THREE DAYS AFTER COMPLETION OF TRIP. Attach receipts for Hotel, Transportation and any Special Items. Items on report are normally allowed travel expenses. Explain any special items on the reverse side. Give names and business connections of persons whose meals were paid by traveler.</p>									
I certify that the foregoing statement is correct.						Total Expense			
Signed _____ Date _____ Approved _____						Less Cash Advanced Warrant Check No.			
						Due City Deposit Receipt No.			
						Due Traveler			

TRAVEL REQUEST and EXPENSE REPORT

FISCAL YEAR 1975/76

CITY OF SAN DIEGO

1. NAME OF TRAVELER Project Director and Alternate	2. TITLE Project Director or Alternate	3. BUDGET 9574-1401
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4. REF. NO. 1	5. OFFICIAL MEETING NAME Unscheduled Government Business
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6. SPECIFY BENEFITS TO BE DERIVED BY THE CITY THROUGH ATTENDANCE
Five trips for two people (one night and two days) as required to represent the City at seminars, workshops, hearings and other matters of vested interest to the City.

7. DESTINATION Sacramento, CA	8. DATE OF MEETING As required	9. DATE OF DEPARTURE Unknown	10. DATE OF RETURN Unknown
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11. <input type="checkbox"/> PRIVATE AUTO <input checked="" type="checkbox"/> AIR <input type="checkbox"/> CITY VEHICLE <input type="checkbox"/> TRAIN	12. DEPT. HEAD APPROVAL
---	-------------------------

13. BUDGET DETAILS	UNITS	RATE	AMOUNT	15. LEAVE BLANK	16. APPROVING AUTHORITY APPROVAL
A. LODGING	10	\$ 15.00	\$ 150.00	\$	
B. MEALS	60	4.50	270.00		
C. TRANSPORTATION	10	60.00	600.00		
D. OTHER (SPECIFY)					
(1) Taxi	10	9.00	90.00		
(2) Tips	60	.68	41.00		
(3)					

14. ESTIMATED TOTAL EXPENSES	\$1,151.00	\$
------------------------------	------------	----

DATES	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	TOTALS
TRANSPORTATION / CAR MILEAGE								
TAXIS OR GARAGE								
HOTEL								
TELEPHONE AND TELEGRAPH (OFFICIAL CALLS ONLY)								
TIPS								
MEALS	BREAKFAST							
	LUNCH							
	DINNER							
OTHER (SPECIFY)								
TOTALS								

MUST BE FILED WITHIN THREE DAYS AFTER COMPLETION OF TRIP.
Attach receipts for Hotel, Transportation and any Special Items.
Items on report are normally allowed travel expenses. Explain any special items on the reverse side.
Give names and business connections of persons whose meals were paid by traveler.

I certify that the foregoing statement is correct. Signed _____ Date _____ Approved _____	Total Expense	
	Less Cash Advanced Warrant Check No.	
	Due City Deposit Receipt No.	
	Due Traveler	

USE WHEN ENTRIES ON FORM DP-103, ANNUAL BUDGET REQUEST, REQUIRE EXPLANATION
SEE BUDGET MANUAL FOR PREPARATION INSTRUCTIONS

This account includes the basic amount established by the General Services Division for installation and monthly service charge for four Centrex phones.

The long distance rate was calculated on average monthly call rate of departmental phones keeping in mind that the very nature of the work requires moderate calls to other agencies out of the San Diego area.

One-time installation charge	\$238	
12 months service charge (\$67 per month)	804	
12 months long distance (\$70 per month)	<u>840</u>	
Total 12 months		\$1,882

FISCAL YEAR	OBJECT ACCOUNT TITLE	DEPT./ACTIVITY NO.	OBJ. ACCT. NO.
1975/76	Telephone and Telegraph	9514-1401	3212

OBJECT ACCOUNT BUDGET EXPLANATION
EXHIBIT C

213417

USE WHEN ENTRIES ON FORM DP-103, ANNUAL BUDGET REQUEST, REQUIRE EXPLANATION
SEE BUDGET MANUAL FOR PREPARATION INSTRUCTIONS

This account covers postage costs for various daily mailings of correspondence generated by the two Associate Planners and one Junior Planner, plus mass mailing of the growth management report to various agencies throughout the United States.

This amount was arrived at by averaging mailing costs for similar size divisions in the department plus the average cost of mailing reports of this weight and number.

Average cost per month \$100

Cost for 12 months

= \$1,200

FISCAL YEAR	OBJECT ACCOUNT TITLE	DEPT./ACTIVITY NO.	OBJ. ACCT. NO.
1975/76	Postage	9514-1401	3211

OBJECT ACCOUNT BUDGET EXPLANATION

213417

USE WHEN ENTRIES ON FORM DP-103, ANNUAL BUDGET REQUEST, REQUIRE EXPLANATION
SEE BUDGET MANUAL FOR PREPARATION INSTRUCTIONS

Mileage is calculated on the expected amount of total miles
per month for two Associate Planners and one Junior Planner:

100 miles/position x 3 x \$.17 x 12 months = \$612

FISCAL YEAR	OBJECT ACCOUNT TITLE	DEPT./ACTIVITY NO.	OBJ. ACCT. NO.
1975/76	Transportation Allowance	9514-1401	3210

OBJECT ACCOUNT BUDGET EXPLANATION
EXHIBIT C

213417

USE WHEN ENTRIES ON FORM DP-103, ANNUAL BUDGET REQUEST, REQUIRE EXPLANATION
SEE BUDGET MANUAL FOR PREPARATION INSTRUCTIONS

Estimated cost for Group Insurance calculated
@ \$231/position annually x 4 positions

= \$924

FISCAL YEAR	OBJECT ACCOUNT TITLE	DEPT./ACTIVITY NO.	OBJ. ACCT. NO.
1975/76	Group Insurance	9514-1401	2425

OBJECT ACCOUNT BUDGET EXPLANATION
EXHIBIT C

213417

USE WHEN ENTRIES ON FORM DP-103, ANNUAL BUDGET REQUEST, REQUIRE EXPLANATION
SEE BUDGET MANUAL FOR PREPARATION INSTRUCTIONS

Cost of Social Security Contributions calculated
@ 5.97% of salaries per position up to \$14,100/
position for total of \$48,922

= \$2,921

FISCAL YEAR	OBJECT ACCOUNT TITLE	DEPT./ACTIVITY NO.	OBJ. ACCT. NO.
1975/76	Social Security Contributions	9514-1401	2152

OBJECT ACCOUNT BUDGET EXPLANATION
EXHIBIT C

213417

USE WHEN ENTRIES ON FORM DP-103, ANNUAL BUDGET REQUEST, REQUIRE EXPLANATION
SEE BUDGET MANUAL FOR PREPARATION INSTRUCTIONS

Cost for Retirement Contributions calculated
@ 11.99% of gross salaries of \$57,347

= \$6,876

FISCAL YEAR	OBJECT ACCOUNT TITLE	DEPT./ACTIVITY NO.	OBJ. ACCT. NO.
1975/76	Retirement Contributions	9514-1401	2150

OBJECT ACCOUNT BUDGET EXPLANATION
EXHIBIT C

213417

USE WHEN ENTRIES ON FORM DF-103, ANNUAL BUDGET REQUEST, REQUIRE EXPLANATION
SEE BUDGET MANUAL FOR PREPARATION INSTRUCTIONS

Estimated cost for Unused Sick Leave estimated
@ .0088 of gross salaries of \$57,347

= \$505

FISCAL YEAR	OBJECT ACCOUNT TITLE	DEPT./ACTIVITY NO.	OBJ. ACCT. NO.
1975/76	Unused Sick Leave	9514-1401	1155

OBJECT ACCOUNT BUDGET EXPLANATION

EXHIBIT C

213417

ANNUAL BUDGET REQUEST

DEPT. ACTIVITY & DESCRIPTION	ACCT. NO.	PRIOR YEARS ACTUAL EXPENSE		CURRENT YEAR		TO DATE ACTUAL EXPENDITURES	EST. TOTAL EXPENDITURES	DEPARTMENTAL BUDGET REQUEST	PRELIMINARY BUDGET	FINAL BUDGET
				BUDGET						
PERSONNEL EXPENSE										
Salaries and Wages	1151							57,347		
Unused Sick Leave	1155							505		
Retirement Contrib.	2150							6,876		
Soc. Sec. Contrib.	2152							2,921		
Compensation Ins.	2424							117		
Group Insurance	2425							924		
Total Personnel Expense								68,690		
NON-PERSONNEL EXPENSE										
Transportation	3210							612		
Postage	3211							1,200		
Telephone	3212							1,882		
Scheduled Travel								2,374		
Special Dept. Expense	3217							480		
Training Fees - S.D.	3219							300		
Printing, Reports	3231							1,264		
Photocopy, Xerox	3236							900		
Gas, Light & Power	3241							1,123		
Misc. Contr. Services	3299							39,668		
Office Supplies	3301							1,200		
Drafting & Photo	3302							476		
Books	3360							180		
Periodicals	3361							168		
Total Non-Personnel Exp.								51,827		
OUTLAY-EQUIPMENT								4,483		
TOTAL ACTIVITY								125,000		

EXHIBIT C 213417

POSITION AND SALARY SCHEDULE

FUND	FUNCTION	DEPT. NO. 9514-1401	DEPARTMENT NAME		DATE	FISCAL YEAR		
			CITY OF SAN DIEGO - PLANNING DEPARTMENT					
SALARY RATE	POSITION TITLE	POSITION QUOTA				SALARIES		
		PRIOR YR. BUDGET	CURRENT BUDGET	PROPOSED BUDGET	FINAL BUDGET	AVERAGE SALARY FOR POSITION	PROPOSED BUDGET	FINAL BUDGET
	Associate Planner			2.084		17,157	35,755	
	Junior Planner			1.042		11,905	12,405	
	Intermediate Steno.			1.042		8,817	9,187	
	Unused Sick Leave						505	
	Total						57,852	

EXHIBIT C

21341

CERTIFICATE OF CITY AUDITOR AND COMPTROLLER

RECEIVED
1975 MAY 23 AM 11:33
SAN DIEGO, CALIF.

CERTIFICATION OF UNALLOTTED BALANCE

I HEREBY CERTIFY that the money required for the allotment of funds for the purpose set forth in the foregoing resolution is available in the Treasury, or is anticipated to come into the Treasury, and is otherwise unallotted.

Amount \$ 125,000.00 Fund 2910 Community Development Block Grant
Purpose Authorizing this expenditure per attached # 1472 & 1472A

Date May 15, 19 75

W. B. Sage
Auditor and Comptroller of
The City of San Diego, Calif.

By C. N. Haseyama

CERTIFICATION OF UNENCUMBERED BALANCE

I HEREBY CERTIFY that the indebtedness and obligation to be incurred by the contract or agreement authorized by the hereto attached resolution, can be incurred without the violation of any of the provisions of the Charter of the City of San Diego; and I do hereby further certify, in conformity with the requirements of the Charter of the City of San Diego, that sufficient moneys have been appropriated for the purpose of said contract, that sufficient moneys to meet the obligations said contract are actually in the Treasury, or are anticipated to come into the Treasury, to the credit of the appropriation from which the same are to be drawn, and that the said money: now actually in the Treasury, together with the moneys anticipated to come into the Treasury, to the credit of said appropriation, are otherwise unencumbered.

Not to exceed \$ _____

Dated _____, 19 _____

Auditor and Comptroller of
The City of San Diego, Calif.

BY _____

Job Order
Resolution No. _____
Project No. _____

Fund _____ Dept./Activity _____ Object _____

Purpose _____

Vendor _____

CERTIFICATE NO. 6670

MAY 29 1975

Passed and adopted by the Council of The City of San Diego on MAY 29 1975,
 by the following vote:

Councilmen	Yeas	Nays	Excused	Absent
Gil Johnson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maureen F. O'Connor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lee Hubbard	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leon L. Williams	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Floyd L. Morrow	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bob Martinet	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jim Ellis	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jess D. Haro	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mayor Pete Wilson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

AUTHENTICATED BY:

PETE WILSON
 Mayor of The City of San Diego, California.

EDWARD NIELSEN
 City Clerk of The City of San Diego, California.

By Kathleen Martinez, Deputy.

(Seal)

RECEIVED *LB*
 1975 MAY 29 11:10:34
 SAN DIEGO, CALIF.

Office of the City Clerk, San Diego, California

Resolution Number 213417 Adopted MAY 29 1975