

**GOVERNMENT OF THE DISTRICT OF COLUMBIA
Office of Planning**



**Responses to Questions for the
Agency Performance Oversight Hearing on FY 2020-2021**

Andrew T. Trueblood
Director, Office of Planning

Submission to

Committee of the Whole
Chairman Phil Mendelson

March 16, 2021

Committee of the Whole
John A. Wilson Building
1350 Pennsylvania Ave., NW
Washington, DC 20004

**Office of Planning
FY 20-21 Performance Oversight
Responses to Pre-Hearing Questions
March 16, 2021**

- 1. Please provide, as an attachment to your answers, a current organizational chart for your agency with the number of vacant and filled FTEs marked in each box. Include the names of all senior personnel. Also include the effective date on the chart.**

Please see Attachment Q1.

- 2. Please provide, as an attachment, a Schedule A for your agency which identifies all employees by title/position, current salary, fringe benefits, and program office as of March 1, 2021. The Schedule A also should indicate all vacant positions in the agency. Please do not include Social Security numbers.**

Please see Attachment Q2.

- 3. Please list as of March 1, 2021 all employees detailed to or from your agency, if any, anytime this fiscal year (up to the date of your answer). For each employee identified, please provide the name of the agency the employee is detailed to or from, the reason for the detail, the date the detail began, and the employee's actual or projected date of return.**

Employee Detailed to Department of Health

Rita Poindexter – Trace Force – June 22, 2020-October 19, 2020

Employees Detailed to other Agency: Board of Elections

Joyetta Delaney – Lead Line Monitor at Polling Site – October 27, 2020-November 3, 2020

Kimberly Elliott – Lead Line Monitor at Polling Site – October 27, 2020-November 3, 2020

Anne Fothergill – Lead Line Monitor at Polling Site – October 27, 2020-November 3, 2020

Chris Shaheen – Lead Line Monitor at Polling Site – October 31, 2020-November 3, 2020

Employees Detailed from other Agencies

Nelly Vivian Guerra detailed from DDOT

To serve as Chief of Staff

January 4, 2021-March 13, 2021

Leonard Watson from DMPED

To serve as Community Outreach Specialist

March 18, 2020-March 18, 2021

4. (a) For fiscal year 2020, please list each employee whose salary was \$125,000 or more. For each employee listed provide the name, position title, salary, and amount of any overtime and any bonus pay.

FY 2020

| Employee Name | Position Title | Salary | Overtime | Bonus Pay |
|----------------------|------------------------------------------|-----------|----------|-----------|
| Alemayehu Anna | Information Technology Specialist | \$140,847 | \$2,235 | |
| Melissa Bird | Neighborhood Planner | \$133,633 | \$2,506 | |
| Maxine Brown-Roberts | Development Review Specialist | \$137,255 | | |
| Stephen Cochran | Development Review Specialist | \$140,847 | \$356 | |
| Anita Cozart | Dep Dir, Community Planning & Design | \$151,780 | | |
| Deborah Crain | Neighborhood Planner | \$137,255 | \$297 | |
| Brandice Elliott | Development Review Specialist | \$126,479 | | |
| Rogelio Flores | Community Planner | \$140,476 | | |
| Anne Fothergill | Development Review Specialist | \$126,479 | | |
| Edward Giefer | Assist Director, Strategic Ops & Finance | \$142,991 | | |
| Evelyn Kasongo | Neighborhood Planner | \$130,071 | \$2,064 | |
| Sakina Khan | Dep Dir., Citywide Strategy & Analysis | \$149,242 | | |
| Joel Lawson | Senior Dev Zoning Planning | \$139,239 | | |
| Charles Lewis | Historic Preservation Specialist | \$137,255 | | |
| David Lieb | Senior Counsel | \$166,554 | | |
| David Maloney | State Historic Preservation Officer | \$133,133 | | |
| Stephen Mordfin | Development Review Specialist | \$133,633 | | |
| Joy Phillips | Assoc. Director State Data Center | \$141,381 | | |
| Arthur Rodgers | Community Planner | \$133,633 | \$835 | |
| Malaika Scriven | Chief of Staff | \$139,586 | | |
| Christopher Shaheen | Community Planner | \$126,479 | | |
| Jennifer Steingasser | Dep Director, Development Review | \$163,110 | | |
| Kevin Storm | Assoc. Director, Design | \$143,645 | | |
| Karen Thomas | Development Review Specialist | \$137,255 | | |
| Andrew Trueblood | Director | \$186,266 | | |
| Elisa Vitale | Development Review Specialist | \$130,071 | | |
| Colleen Willger | Assoc. Director, Neighborhood Planning | \$126,690 | | |

- (b) For fiscal year 2021, please list each employee whose salary is or was \$125,000 or more. For each employee listed provide the name, position title, salary, and amount of any overtime and any bonus pay as of the date of your response.

FY 2021*

| Employee Name | Position Title | Salary | Overtime | Bonus Pay |
|----------------------|------------------------------------------|-----------|----------|-----------|
| Alemayehu Anna | Information Technology Specialist | \$140,847 | | |
| Melissa Bird | Neighborhood Planner | \$140,847 | | |
| Maxine Brown-Roberts | Development Review Specialist | \$137,255 | | |
| Jamie Chandler | Data Visualization Analyst | \$126,479 | | |
| Stephen Cochran | Development Review Specialist | \$144,439 | | |
| Anita Cozart | Dep Dir, Community Planning & Design | \$151,780 | | |
| Deborah Crain | Neighborhood Planner | \$137,255 | | |
| Brandice Elliott | Development Review Specialist | \$130,071 | | |
| Rogelio Flores | Community Planner | \$140,476 | | |
| Anne Fothergill | Development Review Specialist | \$126,479 | | |
| Edward Giefer | Assist Director, Strategic Ops & Finance | \$142,991 | | |
| Vivian Guerra | Chief of Staff | \$129,411 | | |
| Stephen Gyor | Lead Community Planner | \$126,479 | | |
| Ryan Hand | Community Planner | \$126,479 | | |
| Evelyn Kasongo | Neighborhood Planner | \$133,663 | | |
| Sakina Khan | Dep Dir., Citywide Strategy & Analysis | \$149,242 | | |
| Joel Lawson | Senior Dev Zoning Planning | \$139,239 | | |
| Charles Lewis | Historic Preservation Specialist | \$137,255 | | |
| David Lieb | Senior Counsel | \$166,554 | | |
| David Maloney | State Historic Preservation Officer | \$133,133 | | |

| | | | | |
|----------------------|-----------------------------------|-----------|--|--|
| Stephen Mordfin | Development Review Specialist | \$137,255 | | |
| Joy Phillips | Assoc. Director State Data Center | \$141,381 | | |
| Arthur Rodgers | Community Planner | \$133,633 | | |
| Christopher Shaheen | Community Planner | \$126,479 | | |
| Jennifer Steingasser | Dep Director, Development Review | \$163,110 | | |
| Kevin Storm | Assoc. Director, Design | \$143,645 | | |
| Karen Thomas | Development Review Specialist | \$137,255 | | |
| Andrew Trueblood | Director | \$186,266 | | |
| Elisa Vitale | Development Review Specialist | \$130,071 | | |

Note: * - As of 3/1/21

5. Please list, in descending order, the top 15 overtime earners in your agency for fiscal year 2020. For each, state the employee's name, position or title, salary, and aggregate overtime pay.

| Employee Name | Position Title | Salary | Overtime |
|-----------------|------------------------|-----------|----------|
| Tariq Sheriff | Policy Analyst | \$75,094 | \$6,389 |
| Emily Johnson | Community Planner | \$94,858 | \$5,403 |
| Faith Broderick | Community Planner | \$84,883 | \$3,430 |
| Karen Harris | Executive Assistant | \$84,883 | \$2,511 |
| Melissa Bird | Community Planner | \$137,255 | \$2,506 |
| Andrea Limauro | Community Planner | \$113,104 | \$2,498 |
| Alemayehu Anna | IT Specialist | \$140,847 | \$2,235 |
| Evelyn Kasongo | Community Planner | \$133,663 | \$2,064 |
| Stephen Gyor | Lead Community Planner | \$126,479 | \$1,595 |
| Erkin Ozberk | Community Planner | \$103,981 | \$1,310 |
| Arthur Rodgers | Community Planner | \$133,663 | \$835 |
| Ryan Hand | Community Planner | \$126,479 | \$731 |
| Valecia Wilson | Community Planner | \$97,899 | \$410 |
| Stephen Cochran | Community Planner | \$144,439 | \$356 |
| Jose Funes | Cartographer | \$107,022 | \$300 |

6. For fiscal years 2020 and 2021 (as of March 1), please provide a list of employee bonuses or special award pay granted that identifies the employee receiving the bonus or special pay, the amount received, and the reason for the bonus or special pay.

No employees received bonuses or special award pay in FY 2020 or in 2021 to date.

7. For fiscal years 2020 and 2021 (as of March 1), please list each employee separated from the agency with separation pay. State the amount and number of weeks of pay. Also, for each, state the reason for the separation.

No employees separated from the agency with separation pay.

8. For fiscal years 2019, 2020, and 2021 (as of March 1), please state the total number of employees receiving worker's compensation payments.

No employees received worker's compensation in FY 2019, 2020, or 2021 to date.

9. Please provide the name of each employee who was or is on administrative leave in fiscal years 2020 and 2021 (as of March 1). In addition, for each employee identified, please provide: (1) their position; (2) a brief description of the reason they were placed on leave;

(3) the dates they were/are on administrative leave; (4) whether the leave was/is paid or unpaid; and (5) their current status (as of March 1, 2021).

One employee was placed on paid administrative leave for five days in 2020 related to a disciplinary matter.

10. For fiscal years 2020 and 2021 (as of March 1), please list, in chronological order, all intra-District transfers to or from the agency. Give the date, amount, and reason for the transfer.

FY 2020

| OP IS THE BUYER | | |
|-------------------------|---------------------------------------------------------------------------|-----------|
| OZ | Broadcast and archive HPRB hearings (10/1/19) | \$21,770 |
| DPW | Pay for fleet costs (10/1/19) | \$9,479 |
| OCFO/OCP | Pay for costs associated with Purchase Card / Census purchases (10/1/19) | \$213,125 |
| DCHR | Fees associated with hosting Leadership Interns and CCF at OP (12/10/19) | \$39,453 |
| OCTO | Migration of OP data to OCTO servers (12/30/19) | \$45,982 |
| OCTO | Request for Telephone Service fees (10/13/19) | \$1,000 |
| DMPED | Support for a creative placemaking strategy in Deanwood (12/11/19) | \$60,000 |
| DCCAH | Support for playable art competition (11/19/19) | \$240,000 |
| MOLA | Census 2020 promotion (12/31/19) | \$15,000 |
| MOAPIA | Census 2020 grant program (11/13/19) | \$564,648 |
| OP IS THE SELLER | | |
| DDOT | Planning support for federal Historic Preservation requirements (10/1/19) | \$140,000 |
| DDOT | To support a study of the Southwest DC flood plain (1/16/20) | \$490,000 |

FY 2021*

| OP IS THE BUYER | | |
|-------------------------|---------------------------------------------------------------------------|-----------|
| OZ | Broadcast and archive HPRB hearings (10/1/20) | \$6,883 |
| DPW | Pay for fleet costs (10/1/20) | \$7,854 |
| OCFO/OCP | Pay for costs associated with Purchase Card purchases (10/1/20) | \$30,000 |
| OCTO | Programming of a call tree for OP phone lines (10/13/20) | \$1,000 |
| OP IS THE SELLER | | |
| DDOT | Planning support for federal Historic Preservation requirements (10/1/20) | \$140,000 |

Note: * - Through 3/1/21

11. Please list, in chronological order, every reprogramming of funds into or out of the agency for fiscal years 2020 and 2021 (as of March 1). Include a “bottom line” that explains the revised final budget for your agency. For each reprogramming, list the reprogramming number (if submitted to the Council for approval), the date, the amount, and the rationale.

| Date | Repro # | Amount | Rationale |
|--------------|---------|-----------|------------------------------------|
| 2020 | | | |
| LOCAL | | | |
| 3/6/2020 | | \$100,000 | To MOCA: To support Census 2020 |

| | | | |
|--------------|--|----------|---------------------------------------------------------|
| 9/28/2020 | | \$25,000 | To RPTAC: To support cluster agency avoid deficiency |
| 2021* | | | |
| LOCAL | | None | |
| -- | | | |

Note: * - Through 3/1/21

12. Please list, in chronological order, every reprogramming within your agency during fiscal year 2021 to date. Also, include both known and anticipated intra-agency reprogrammings. For each, give the date, amount, and rationale.

FY 2021*

| Date | Amount | Rationale |
|------|--------|-----------|
| -- | | |

Note: * - Through 3/1/21

13. For fiscal years 2020 and 2021 (as of March 1), please identify each special purpose revenue fund maintained by, used by, or available for use by your agency. For each fund identified, provide: (1) the revenue source name and code; (2) the source of funding; (3) a description of the programs that generates the funds; (4) the amount of funds generated annually by each source or program; and (5) expenditures of funds, including the purpose of each expenditure. For (4) and (5) provide specific data for fiscal years 2019, 2020, and 2021 (as of March 1) and give starting and ending balances. You may wish to present this information first as a list (for numbers 1-5) and then as separate tables for numbers 4 and 5.

Historic Landmark & Historic District Application Fees (O2001)

This is a non-lapsing revolving fund established within the General Fund of the District to pay the costs of repair work necessary to prevent demolition by neglect, or for the costs of carrying out any other historic preservation program consistent with the purposes of and pursuant to this act. Sources of funding are fees collected for historic landmark and historic district nominations, fees paid by developers for historic preservation mitigation (such as from a builder for work done at a property without permission), and fees paid for violations on historic properties or other properties in historic districts.

| FY | Starting Bal + Revenue - Expenses = Ending Bal | Expenses detail | Description |
|------|---------------------------------------------------------|--------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2019 | \$230,208 + \$123,221 - \$162,179 \$191,250 | \$18,688 \$11,666 \$5,000 \$10,332 \$51,025 \$4,355 | <ul style="list-style-type: none"> ▪ Payment to the Office of Zoning for broadcasting and archiving all hearings of the Historic Preservation Review Board. ▪ Stipends to HPRB members ▪ Mayor's Agent services ▪ Historic preservation outreach services ▪ Historic preservation education and digital documentation project ▪ Annual dues to preservation organization ▪ African American 20th Century Civil Rights trail project |

| | | | |
|--------------|-------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | | \$16,913 \$30,000 \$12,975 <u>\$1,225</u> \$162,179 | <ul style="list-style-type: none"> ▪ Heritage subgrant program and historic pres. Outreach & education ▪ Historic preservation awards ▪ Small purchases to support historic preservation program |
| 2020 | \$191,250 + \$113,726 <u>- \$137,086</u> \$167,890 | \$21,770 \$5,794 \$63,826 \$5,000 \$18,211 \$4,355 \$2,044 \$13,139 <u>\$2,947</u> \$137,086 | <ul style="list-style-type: none"> ▪ Payment to the Office of Zoning for broadcasting and archiving all hearings of the Historic Preservation Review Board. ▪ Stipends to HPRB members ▪ Archaeological services ▪ Mayor's Agent services ▪ Historic preservation education and DC Digital Museum project ▪ Annual dues to preservation organization ▪ African American 20th Century Civil Rights trail project ▪ Heritage subgrant program and historic pres. outreach & education ▪ Small purchases to support historic preservation program |
| 2021* | \$40,851** + \$11,227 <u>- \$27,723</u> \$TBD | \$3,094 \$4,695 <u>\$19,935</u> \$27,723 | <ul style="list-style-type: none"> ▪ Stipends to HPRB members ▪ Annual dues to preservation organization ▪ Historic preservation education and digital documentation project |

Notes:

* - Through 3/1/21

** - \$127,039 was swept at end of FY 2020 as a pandemic budget cut

14. Please provide a table showing your agency's Council-approved original budget, revised budget (after reprogrammings, etc.) for fiscal years 2019, 2020, and the first quarter of 2021. In addition, please explain the variances between fiscal year appropriations and actual expenditures for fiscal years 2019 and 2020.

Please see Attachment Q14.

15. Please list all memoranda of understanding (MOU) either entered into by your agency or in effect during fiscal years 2020 and 2021 (as of March 1). For each, describe its purpose, indicate the date entered, and provide the actual or anticipated termination date.

| <u>Buyer</u> | <u>Seller</u> | <u>Purpose</u> | <u>Amount</u> |
|--------------|---------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| 2020 | | | |
| OP | OZ | Broadcast and archive hearings of the HPRB (start 10/1/19, end 9/30/20) | \$21,770 |
| OP | DCHR | District Leadership Program interns and Capital City Fellows (start 10/1/19, end 9/30/20) | \$39,453 |
| OP | OCTO | For the migration of OP data to OCTO servers (start 10/1/19, end 9/30/20) | \$45,982 |
| OP | MOLA | For the Mayor's Office on Latino Affairs to help with the promotion of Census 2020 (start 10/21/19, end 4/30/20) | \$15,000 |
| OP | MOAPIA | For the Mayor's Office on Asian and Pacific Islander Affairs to fund the second year of a two-year grant program to help with the promotion of Census 2020 (start 10/7/19, end 9/30/20) | \$564,648 |
| OP | DMPED | Support for a creative placemaking strategy in Deanwood (start 11/27/19, end 9/30/20) | \$60,000 |
| OP | DCAH | Support for playable art competition (start 11/19/19, end 9/30/20) | \$240,000 |

| | | | |
|--------------|------|--------------------------------------------------------------------------------------------------------|-----------|
| DDOT | OP | Historic Preservation planning support for transportation projects (start 10/1/19, end 9/30/20) | \$140,000 |
| DDOT | OP | To support a flood plain/resiliency study for the Southwest neighborhood (start 12/18/19, end 9/30/20) | \$490,000 |
| 2021* | | | |
| OP | OZ | Broadcast and archive hearings of the HPRB (start 10/1/20, end 9/30/21) | \$6,883 |
| OP | OCTO | Programming of a call tree for OP phone lines (start 10/13/20, end 9/30/20) | \$1,000 |
| DDOT | OP | Historic Preservation planning support for transportation projects (start 10/1/20, end 9/30/21) | \$140,000 |

Note: * - Through 3/1/21

- 16. D.C. Law requires the Mayor and the Chief Financial Officer to submit to the Council, simultaneously with a proposed budget submission, actual copies of all agency budget enhancements requests, such as the “Form B” for all District agencies (See D.C. Code § 47-318.05a). In order to help the Committee understand agency needs, and the cost of those needs for your agency, please provide, as an attachment to your answers, all budget enhancement requests submitted by your agency to the Mayor or Chief Financial Officer as part of the budget process for fiscal years 2019, 2020, and 2021.**

The Office of Planning works each year with the Mayor’s Office of Budget and Performance and the Deputy Mayor for Planning and Economic Development to develop our annual budget. The Mayor’s annual budget submission reflects these efforts.

- 17. Please list all currently open capital projects for your agency (as of March 1st) including those projects that are managed or overseen by another agency or entity. Include a brief description of each, the total estimated cost, expenditures to date, the start and completion dates, and the current status of the project. Also, indicate which projects are experiencing delays and which require additional funding.**

| Name | Description | Total cost | Expenditures* |
|-----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|---------------|
| HP staff review | OP and DDOT have a multi-year intra-district agreement to support one OP Historic Preservation Specialist FTE to expedite review of DDOT projects and other transportation related tasks, including project coordination, technical assistance, and document review on matters relating to historic preservation, history, architectural history, and archaeology. DDOT funds this agreement with capital funds. | \$140,000 | \$53,575 |
| SW resiliency | OP and DDOT have an intra-District agreement for OP to procure consulting services for planning, design, and pre-construction drawings to rebuild infrastructure within the Southwest DC floodplain. OCP is expected to complete the procurement process this Spring and select a vendor. | \$490,000 | -- |

Note: * - Through 3/1/21

- 18. Please list all pending lawsuits that name your agency as a party. Please identify which cases on the list are lawsuits that potentially expose the city to significant liability in terms of money and/or change in practices. The Committee is not asking for your judgment as to the city's liability; rather, we are asking about the extent of the claim. For those claims identified, please include an explanation about the issues for each case.**

The Office of Planning is not named as a party in any pending lawsuit. Two OP employees, Director Andrew Trueblood and State Historic Preservation Officer David Maloney, were named in their official capacity as defendants, along with Mayor Bowser and Historic Preservation Review Board Chair Marnique Heath, in *Dupont East Civic Action Association, et al. v. Muriel Bowser, et al.*, 2019 CA 004130 B (Super. Ct.)(dismissed), in which the plaintiffs sought judicial review and declaratory and injunctive relief related to the landmark boundary of the Scottish Rite Masonic Temple located on 16th Street, NW. The Superior Court's dismissal of that lawsuit is currently pending in DC Court of Appeals Case No. 20-CV-315. The lawsuit does not expose the city to significant liability in terms of money and/or change in practices.

- 19. (a) Please list and describe any investigations, studies, audits, or reports on your agency or any employee of your agency that were completed at any time in fiscal years 2020 or 2021 (as of March 1, 2021).
(b) Please list and describe any ongoing investigations, audits, or reports of your agency or any employee of your agency.**

There were no investigations, studies, audits, or reports on OP completed during this period. OP understands that the Office of the Inspector General had been investigating OP's work on historic preservation issues at the Scottish Rite Masonic Temple site in Northwest Washington, but does not know the specific subject or status of the investigation.

- 20. How many grievances have been filed by employees or labor unions against agency management? Please list each of them by year for fiscal years 2019, 2020, and 2021 (as of March 1). Give a brief description of each grievance, and the outcome as of March 1, 2021. Include on the chronological list any earlier grievance that is still pending in any judicial forum.**

OP did not have any grievances filed by employees or labor unions during this period.

- 21. (a) Please describe the agency's procedures for investigating allegations of sexual harassment committed by or against its employees.
(b) If different, please describe the agency's procedures for investigating allegations of misconduct.
(c) List chronologically and describe each allegation of sexual harassment and misconduct received by the agency in FY 2020 and FY 2021 (as of March 1) and the resolution of each as of the date of your answer.**

OP follows the policy, guidance, and procedures outlined for District agencies that are outlined in the Mayor's Order 2017-313, dated December 18, 2017. OP did not receive any sexual harassment or misconduct allegations during FY 2020 or FY 2021, as of March 1.

22. In table format, please list the following for fiscal years 2020 and 2021 (as of March 1) regarding the agency's use of SmartPay (credit) cards for agency purchases: (1) individuals (by name and title/position) authorized to use the cards; (2) purchase limits (per person, per day, etc.); and (3) total spent (by person and for the agency).

| <u>Cardholder</u> | <u>Limits</u> | <u>Spent FY 2020</u> | <u>Spent FY 2021*</u> |
|------------------------------------|-------------------------------------|--------------------------|---------------------------|
| Edward Giefer Assoc. Director | \$10,000 per day/\$20,000 per month | \$178,047.65 | \$13,701.42 |
| Rita Poindexter Staff Assistant | \$10,000 per day/\$20,000 per month | <u>\$35,077.61</u> | <u>\$0.00</u> |
| Total | | \$213,125.26 | \$12,706.42 |

Note: * - Through 3/1/21

23. Please provide a list of all procurements for goods or services for use by your agency over \$10,000 for fiscal years 2020 and 2021 (as of March 1, 2021). Give a brief explanation of each, including the name of the contractor, purpose of the contract, and the total dollar amount of the contract. Exclude from this answer purchase card (SmartPay) purchases.

| <u>Supplier</u> | <u>Description</u> | <u>Order Date</u> | <u>Amount</u> |
|------------------------------|---------------------------------------------------------------------------------------------|-----------------------|---------------|
| Neal R Gross & Co | Transcription services for HPRB mtgs. and Mayor's Agent hearings (FY 20) | 10/2/19 | \$20,000 |
| vTech Solution Inc | Temp admin services for OP reception desk (FY 20) | 10/2/19 | \$48,007 |
| RizeUp Technology Training | Temp admin services to support Census 2020 (FY 20) | 10/16/19 | \$43,216 |
| Octane, Inc | Communications & marketing strategy, and ad placement, to support Census 2020 (year 2 of 2) | 10/17/19 | \$451,275 |
| Canon Solutions America, Inc | Maintenance & supplies for office copiers (FY 20) | 10/24/19 | \$19,664 |
| LINK Strategies | Comprehensive Plan outreach services (year 2 of 2) | 10/28/19 | \$249,180 |
| VHB Metro, Inc | N. Capitol Crossroads Connectivity study (year 2 of 2) | 10/28/19 | \$26,325 |
| Outfront Media | Ad placement on WMATA buses, Census 2020 | 10/29/19 | \$17,000 |
| Cap Star Radio Operating Co | Ad placement on WIHT-FM to support Census 2020 | 11/8/19 | \$15,750 |
| Clear Channel Outdoor | Ad placement on WMATA bus shelters, Census 2020 | 11/8/19 | \$22,000 |
| Entercom | Ad placement on WPGC-FM to support Census 2020 | 11/8/19 | \$13,781 |
| Entercom | Ad placement on EI Zol FM to support Census 2020 | 11/8/19 | \$15,280 |
| Howard University | Ad placement on WHUR-FM to support Census 2020 | 11/8/19 | \$16,000 |
| Hubbard Radio DC | Ad placement on WTOP-FM to support Census 2020 | 11/8/19 | \$12,000 |
| US Office Solution | Promotional items to support Census 2020 | 11/8/19 | \$23,428 |
| Entercom | Ad placement on EI Zol FM to support Census 2020 | 1/28/20 | \$15,000 |
| Sinclair Communications | Ad placement on ABC-7 to support Census 2020 | 2/4/20 | \$15,000 |
| The Hamilton Group | Promotional items to support Census 2020 | 2/13/20 | \$12,448 |
| Radio One | Ad placement on WPRS to support Census 2020 | 2/19/20 | \$12,000 |

| | | | |
|------------------------------|----------------------------------------------------------------------------|---------|-----------|
| Radio One | Ad placement on various stations to support Census 2020 | 2/20/20 | \$15,000 |
| Entercom | Ad placement on El Zol FM to support Census 2020 | 2/25/20 | \$14,589 |
| Comcast Spotlight | Ad placement on Comcast to support Census 2020 | 2/25/20 | \$21,250 |
| Fox Television Stations | Ad placement on Fox 5 to support Census 2020 | 2/25/20 | \$20,000 |
| American University | Ad placement on WAMU to support Census 2020 | 2/27/20 | \$12,500 |
| NBC Universal | Ad placement on Telemundo to support Census 2020 | 2/27/20 | \$12,750 |
| NBC Universal | Ad placement on NBC 4 to support Census 2020 | 2/27/20 | \$20,740 |
| Sinclair Communications | Ad placement on WJLA 7 to support Census 2020 | 2/27/20 | \$19,500 |
| WUSA TV | Ad placement on WUSA 9 to support Census 2020 | 2/27/20 | \$19,500 |
| Nexstar Broadcasting | Ad placement on WDCW 20 to support Census 2020 | 3/4/20 | \$21,250 |
| United Fray | Ad placement with DC Fray to support Census 2020 | 3/10/20 | \$13,725 |
| Cureate | Centralized kitchen study | 3/20/20 | \$100,000 |
| Public Performance Mgmt. | Replacement computers | 5/15/20 | \$14,799 |
| Partners for Econ. Solutions | Far SE/SW housing cost study | 7/17/20 | \$49,100 |
| EMG Media Group | Ad placement (store inserts, door hangers, posters) to support Census 2020 | 9/8/20 | \$100,125 |
| Neal R Gross & Co | Transcription services for HPRB mtgs. and Mayor's Agent hearings (FY 21) | 10/7/20 | \$20,000 |
| Seaberry Design | Graphic design services for Small Area Plans and the Comp Plan | 2/8/21 | \$80,428 |
| LINK Strategic Partners | Facilitation services for Small Area Plans | 2/11/21 | \$11,200 |

Note: Through 3/1/2021

24. (a) Please describe how your agency manages and limits its mobile, voice, and data costs, including cellular phones and mobile devices.

OP pays for mobile phones for a limited number of employees with jobs that require immediate availability and/or frequent off-site communications. These employees have reviewed and signed the "DC Government Landline and Cell Phone User Agreement." OP's Agency Telephone Coordinator monitors the bills monthly for OP's mobile phone users.

(b) In table format if the answer is more than 20 lines, and as an attachment, please provide the following information for fiscal years 2020 and 2021 (as of March 1), regarding your agency's use of cellular phones and mobile devices: (1) individuals (by name and title/position) authorized to carry and use such devices; (2) total annual expense (FY) for each individual's use; and (3) justification for such use (per person). If the list is more than 20 individuals, group the answer by program, giving the total number of FTEs for that program as well as the number of cellular phones and mobile devices.

| Name | Position | Expense | | Justification |
|------------------|----------|----------|----------|-----------------------------------------------------------------------------------|
| | | FY 2020 | FY 2021* | |
| Andrew Trueblood | Director | \$772.40 | \$229.21 | Agency head; duties require frequent off-site meetings and ability to communicate |

| | | | | |
|----------------------|---------------------------------------------|----------|----------|-----------------------------------------------------------------------------------------------------------------------------------|
| | | | | immediately with the Mayor, Council, and others. |
| Mekdy Alemayehu | Communications Officer | \$697.88 | \$215.67 | Reports to the Director; duties require immediate availability and frequent off-site communications. |
| Doris Benson | Budget Officer/OCFO | \$575.03 | \$171.96 | OP has agreed to pay these costs for our OCFO colleague. |
| Jennifer Steingasser | Deputy Director, Development Review and HP | \$574.83 | \$171.96 | Reports to the Director; duties require immediate availability and frequent off-site communications. |
| David Maloney | State Historic Preservation Officer | \$527.54 | \$171.96 | Duties require immediate availability and frequent off-site communications. |
| Joel Lawson | Assoc. Director, Development Review | \$581.49 | \$171.96 | Duties require immediate availability and frequent off-site communications. |
| Keith Lambert | Historic Preservation Inspector | \$575.43 | \$171.96 | Duties require substantial off-site work in the field. |
| Toni Cherry | Senior HP Inspector | \$575.43 | \$171.96 | Duties require substantial off-site work in the field. |
| Anthony Williams | Historic Preservation Inspector | \$575.43 | \$171.96 | Duties require substantial off-site work in the field. |
| Ona Balkus | DC Food Policy Director | \$583.51 | \$171.96 | Duties require immediate availability and frequent off-site communications. |
| Sakina Khan | Deputy Director, Citywide Policy & Analysis | \$575.43 | \$171.96 | Reports to the Director; duties require immediate availability and frequent off-site communications. |
| Vivian Guerra | Chief of Staff | -- | \$24.21 | Reports to the Director; duties require immediate availability and frequent off-site communications. (New account as of 1/10/21.) |

Note: * - Through 1/31/21; more recent information not yet available via OCTO

25. (a) Does your agency have or use one or more government vehicle? If so, for fiscal years 2020 and 2021 (as of March 1), please list any vehicle the agency owns, leases, or has assigned to it. You may group the vehicles by category (e.g., 15 sedans, 33 pick-up trucks, three transport buses, etc.).

OP leases two vehicles via the Department of Public Works: a Toyota Corolla and a Dodge Caravan.

- (b) Please list all vehicle accidents involving your agency's vehicles for fiscal years 2019, 2020, and 2021 (as of March 1). Provide: (1) a brief description of each accident; (2) the type of vehicle involved; (3) the name and title/position of the driver involved; (4) the

justification for using such vehicle; (5) whether there was a finding of fault and, if so, who was determined to be at fault; and (6) what employee discipline resulted, if any.

There were no accidents involving OP’s fleet vehicles in the subject years.

- 26. Please list every lawsuit against the agency that was settled or decided by a trial court in FY 2020 and FY 2021 to date. Briefly describe each and the sanction, if any.**

The Superior Court dismissed the complaint filed in *Dupont East Civic Action Association, et al. v. Muriel Bowser, et al.*, 2019 CA 004130 B (Super. Ct.), in which two OP employees, Director Andrew Trueblood and State Historic Preservation Officer David Maloney, were named in their official capacity as defendants. In that case, the plaintiffs sought judicial review and declaratory and injunctive relief related to the landmark boundary of the Scottish Rite Masonic Temple located on 16th Street, NW. This case has been appealed to the D.C. Court of Appeals.

- 27. D.C. Law requires the Mayor to pay certain settlements and judgements from agency operating budgets if the settlement is less than \$10,000 or results from an incident within the last two years (see D.C. Code § 2-402(a)(3)). Please itemize each charge-back to your agency for a settlement or judgment pursuant to D.C. Code § 2-402.**

There have been no charge-backs.

- 28. (a) D.C. Law prohibits chauffeurs, take-home vehicles, and the use of SUVs (see D.C. Code §§ 50-203 and 50-204). Is your agency in compliance with this law?
 (b) Please explain all exceptions, if any, and provide the following: (1) type of vehicle (make, model, year); (2) individuals (name/position) authorized to use the vehicle; (3) jurisdictional residence of the individual (e.g., Bowie, MD); and (4) justification for the chauffer or take-home status.**

OP is in compliance with this law and no exceptions have been made.

- 29. In table format, please provide the following information for fiscal years 2020 and 2021 (as of March 1) regarding your agency’s authorization of employee travel: (1) each trip outside the region on official business or agency expense; (2) individuals (by name and title/position) who traveled outside the region; (3) total expense for each trip (per person, per trip, etc.); (4) what agency or entity paid for the trips; and (5) justification for the travel (per person and trip).**

| Employee | Cost | Justification |
|------------------|--------|-----------------------------------------------------------------------------------------------------------|
| FY 2020 | | |
| Andrew Trueblood | \$0.00 | Attend the Big City Planning Directors Institute (Cambridge, MA) (travel donated by conference organizer) |
| | | |

| | | |
|----------|--|--|
| FY 2021* | | |
| -- | | |

Note: * - Through 3/1/21

30. Please provide and itemize, as of March 1, 2021, the current number of When Actually Employed (WAE), term, and contract personnel within your agency. If your agency employs WAE or term personnel, please provide, in table format, the name of each employee, position title, the length of his or her term or contract, the date on which he or she first started with your agency, and the date on which his or her current term expires.

OP does not employ WAE or term personnel.

31. What efforts has your agency made in the past year to increase transparency? Explain.

In the past year (FY 2020 through Q1 FY 2021), the Office of Planning has made efforts to increase transparency throughout the agency.

- **The Comprehensive Plan Amendment:**
 - OP continued to use the plandc.dc.gov website as its one-stop-shop for information about the Comp Plan update, engagement opportunities, and next steps.
 - In FY20, following the release of the draft Comprehensive Plan, OP held community meetings in all eight wards to present and discuss the draft. OP also held ANC trainings on how to provide feedback and attended ANC meetings. Following the end of the public review period, OP provided a written response to each of the 34 official ANC resolutions with information regarding inclusion of their feedback in the Comp Plan amendment.
 - In October 2020, OP held a virtual 20 Years of Planning event with Georgetown University to discuss the proposed Comp Plan amendment with Director Trueblood and several former OP directors.
- **Census 2020:**
 - During the self-response period, OP updated a map daily of all response rates by Ward, and a weekly updated map of self-response rate single member districts. This information was emailed to every ANC commissioner and Council office on a weekly basis for over five (5) months. Data and maps about self response were regularly shared by OP to community members, census grantees, and other stakeholders.
 - All self-response data published by OP was publicly available on the US Census website and updated daily.
 - OP coordinated a marketed campaign including TV, radio, and multi-media buys that reached thousands of residents.
- **Communications Efforts:** OP uses a variety of communications efforts to share information about the activities and products of the office. In FY20, OP released nine (9) newsletters and posted 12 press releases through the planning.dc.gov website.

Additionally, in FY20 OP released its first two Director's Statements, encouraging stakeholders to comment on the Union Station DEIS and SCMAGLEV DEIS. OP is active on Twitter, where @OPinDC tweeted 276 times in FY20 and for 441,995 impressions. During FY20 @OPinDC garnered 8,655 profile visits and 480 new followers.

- **Websites & Open Data:**

- Beginning in FY20, OP has utilized the Public Input Platform as a central hub for our engagement efforts. Public Input allows for surveying, public discourse, recorded and live video conferencing, a dedicated project phone number, and email and text message capabilities. This tool has allowed OP to engage with community members in a variety of formats. Specific efforts supported by Public Input have included dedicated websites for each small area plan; surveys on the outdoor dining and retail pickup program, ReOpen DC, Reimagining Reeves public life study, and the Commemorative Works Committee; and virtual town halls for the Congress Heights SAP and Commemorative Works Committee. The Public Input platform has proven to be an invaluable tool during the period of social distancing.
- In FY20, OP created websites to share project-specific information related to the Housing Framework for Equity and Growth (housing.dc.gov) and the Washington Union Station Expansion project (planning.dc.gov/washington-union-station).
- OP launched the State Data Center Visualization Portal in FY19 and continued to maintain the site throughout FY20. The site provides a one-stop-shop for demographic data on the residents of the District.
- OP updated [History Quest DC](#), our interactive online GIS map that provides the public quick access to basic historical information on the DC buildings. Using HistoryQuest, residents and communities can explore information about their homes and neighborhoods, researchers can find building information easily, and OP can plan more effectively. In FY20, OP added more information to HistoryQuest to remove demolished buildings, show new ones, and enhance data in selected areas.
- OP updated [PropertyQuest DC](#), a widely used online GIS mapping tool that provides publicly accessible GIS data on zoning, historic preservation, ownership, and other data for DC properties. In FY20, the website was updated to show the conservation easements registered with OP's Historic Preservation Office on nearly 1,750 properties.
- OP implemented an electronic filing system for applicants seeking HPRB review, and for the submission of ANC and public comments. All materials are posted online and available to the public on the OP website. The public can view and provide comments via HPRB's WebEx meetings, and the meeting videos are archived on the OP website.

- OP published two online GIS story maps, exploring the civil rights history of [Kingman Park](#) and [Barry Farm Dwellings](#).
- ***In-Person & Virtual Events & Meetings:***
 - In December 2019 and February 2020, OP hosted and participated in two Continuing Conversations on Housing Events to engage the community in the Housing Framework for Equity and Growth.
 - In July 2020, OP hosted a virtual roundtable on Expanded IZ (IZ Plus) to gather feedback about the proposal.
 - OP held two events for the Congress Heights Small Area Plan. In August 2020, the OP team piloted a socially distanced pop-up to give the community an opportunity to learn about the planning process and engage in public art. In December 2020, OP hosted a virtual kick-off townhall for the Congress Heights Small Area Plan.
 - Many of OP’s public meetings and community engagement have had to occur via video call in FY20 and FY21. This has included conducting engagement in community planning initiatives over video calls, as well as participating in Zoning Commission, Board of Zoning Adjustment, and Historic Preservation Review Board meetings over video call. OP has found that call-in meetings have had two benefits. First, they have allowed more people to participate as the barrier to entry is often lower than attending an in-person event. Second, it allows for recording of certain meetings so that they may be viewed at a later date.

32. What efforts will your agency be making to increase transparency? Explain.

The Office of Planning will continue to make improvements to the services detailed above in question #31. In addition, OP will undertake the following actions in FY 2021 that have a special focus on increasing transparency and public information.

- OP will continue public engagement for its community planning initiatives through virtual events and outreach. Additionally, OP will further transparency by documenting who has taken part in engagement processes, how they were engaged, and what efforts were taken to overcome gaps in bringing underrepresented groups and individuals into the planning process.
- OP will conduct public engagement and release the public draft of the 2025 Historic Preservation Plan.
- OP will release the Ward 2 Heritage Guide, thereby completing the last in the [series of eight ward guides](#), which provide information about historic properties and other sites of cultural interest. The guides promote interaction with community partners and awareness of sites important to neighborhood character, including sites not recognized by historic designation.

- OP will participate on the Saving DC’s Rental Housing Strike Force, an advisory group to address actions by or with the District government to address the current challenges and the post-pandemic future of DC’s rental housing market-affordable, market rate, and naturally occurring affordable units. The agendas and presentations for the Strike Force meetings are shared publicly. The work of the Strike Force will culminate in the issuance of a report with recommendations.
- OP will update its data visualization platform with newly-released data and a site redesign to encourage more public access.
- OP will coordinate the public feedback process for redistricting and provide a tool to encourage residents and stakeholders can provide feedback and participate in the process.

33. Please identify any legislative requirements that your agency lacks sufficient resources to properly implement. Explain.

There are no legislative requirements for which the agency lacks sufficient resources to fully implement.

34. Please identify any statutory or regulatory impediments to your agency’s operations.

There are no statutory or regulatory impediments to OP's operations.

35. Did your agency receive any FOIA requests in fiscal year 2020? If yes, did the agency file a report of FOIA disclosure activities with the Secretary of the District of Columbia? If available, please provide a copy of that report as an attachment. Also state here the total cost incurred by your agency for each fiscal years 2019, 2020, and 2021 (through March 1) related to FOIA.

Please see the Office of Planning’s Annual FOIA Report for Fiscal Year 2020 attached. Total cost incurred for FY 2019 was approximately \$7,500, \$5,600 for FY 2020, and \$1,000 for FY 2021 through March 1.

36. For CBE agency compliance purposes, what is your agency’s current adjusted expendable budget; how much has been spent with SBEs; and what percent of your agency’s expendable budget was spent with SBEs? Further, where SBEs were not available, how much has been spent with CBEs, and what percent of CBE spending, relative to your current expendable budget? How many CBE waivers (including dollar amount) did the agency submit? What efforts has the agency taken to reduce the number of CBE waivers submitted? What is the CBE spending goal for your agency per the DSLBD SBE Opportunities Guide (Green book)? Give this answer for fiscal years 2019, 2020 and 2021 (as of March 1).

| | <u>FY 2019</u> | <u>FY 2020</u> | <u>FY 2021**</u> |
|---------------------|-----------------|-------------------|------------------|
| Expendable budget | \$788,407 | \$1,892,455* | \$741,202 |
| Spent with SBEs (%) | \$551,487 (70%) | \$1,287,658 (68%) | \$7,357 |

| | | | |
|-----------------------------------|-----------|-----------|-----------|
| Spent with CBEs that are not SBEs | \$12,675 | \$0 | \$0 |
| Waivers submitted | 0 | 0 | 0 |
| Spending goal | \$394,203 | \$946,228 | \$370,601 |

Notes:

* Includes one-time funding to support Census 2020

** As of 3/1/21

37. Please provide, as an attachment, a copy of your agency’s current annual performance plan as submitted to the Office of the City Administrator.

Please see the Office of Planning’s FY 2021 Performance Plan attached.

38. (a) What are your agency’s key performance indicators and what has been your agency’s performance (for each of these KPIs) in fiscal year (or calendar year) 2019, 2020, and 2021 (through the first quarter).

| KPI | FY 2019 | FY 2020 | FY 2021* |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|---------------------------|---------------------------|
| % of GIS and State Data customers who have the data and analysis needed to fulfill their role in planning the city & influencing quality neighborhood outcomes | 97.8% | 98.1% | 100% |
| Satisfaction rating given by the Director of the Capital Improvements Program re: the consistency and quality of OP’s contribution | 100% | 100% | 100% |
| % of OP small area plans approved by the Council or other neighborhood plans supported by the relevant ANCs | [no plans submitted] | [no plans submitted] | [no plans submitted] |
| Satisfaction rating given by head of Public Space Commission re: the consistency and quality of OP’s contribution | 100% | 100% | 100% |
| % of stakeholder requests for planning assistance fulfilled | 100% | 100% | 100% |
| % of OP’s neighborhood plans that receive recognition from professional associations (APA, ULI, etc.) | [no applicable incidents] | [no applicable incidents] | [annual measure] |
| % of discretionary developments/projects | 100% | 100% | [no applicable incidents] |

| KPI | FY 2019 | FY 2020 | FY 2021* |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|---------------------------|----------|
| initiated within neighborhood plan boundaries that are guided by OP's small area or neighborhood plans | | | |
| % of relevant ANCs that OP engages in small area or neighborhood planning initiatives | 100% | [no applicable incidents] | 100% |
| % of historic property permit applications reviewed over the counter | 97.5% | 98.1% | 98.1% |
| % of historic landmark designations without owner objection | 77.8% | 100% | 100% |
| % of DC government project reviews concluded with adverse effects resolved by consensus | 99.3% | 99.8% | 100% |
| % of Development Review reports that meet the expectations of boards/commissions | 92.8% | 94.2% | 95.3% |
| % of HP staff reports that meet the expectations of the HPRB Chair and the Mayor's Agent | 100% | 93.6% | 94.2% |
| Average cases reviewed per zoning review staff | 45.7 | 56.6 | 8.6 |
| Average cases reviewed per historic preservation staff. | 708.6 | 878.1 | 220.3 |
| % of PUDs that exceed minimum requirements to further the Sustainable DC plan including the provision of green roofs or other features to help reduce storm water runoff, electric car charging stations or bike share facilities. | 66.7% | 100% | 100% |
| % of historic preservation projects properly noticed after implementation of new regulations. | 92.1% | 92% | 100% |

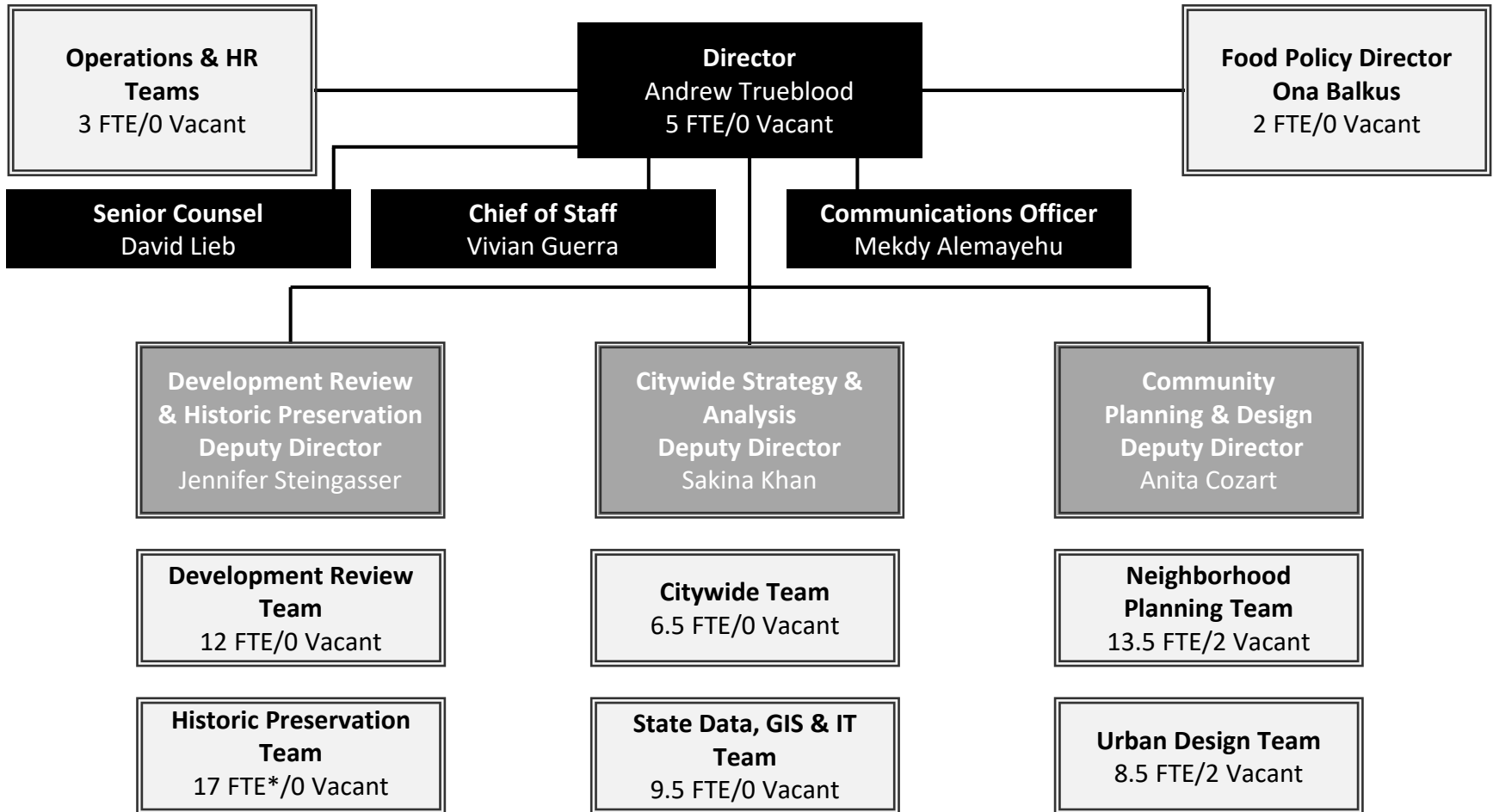
Note: * - Through Q1

(b) What KPIs have been dropped (or changed) since 2019? List each specifically and explain why it was dropped or changed.

OP has not dropped or changed any KPIs in this time period.

- 39. What are your top five priorities for the agency? Please provide a detailed explanation for how the agency expects to achieve or work toward these priorities in fiscal years 2020 and 2021.**
- 1. Approval of the Comprehensive Plan Update.** OP will continue to work with the Council as it reviews the updated Comprehensive Plan and conducts markups and votes on the proposal.
 - 2. Neighborhood Vibrancy.** OP will continue its community planning efforts, which will further vibrant, equitable, and resilient neighborhoods with access to housing, amenities, and public resources for all residents. In FY21, community planning initiatives include the Congress Heights Small Area Plan, the Pennsylvania Avenue SE Small Area Plan, the Chevy Chase/Upper NW Small Area Plan, the Southwest Resilience Strategy, and North Capitol Crossroads.
 - 3. Public and Civic Life.** OP's Public Life, Activation, Community & Equity in Spaces (PLACES) initiative will work to improve the District's public realm through tools including public life studies, place-based design guidelines, academic partnerships, interagency coordination efforts, such as the Commemorative Works Committee. OP's Civic Infrastructure & Facilities Initiative will provide a forum for interagency coordination to achieve more anticipatory and data-driven facilities planning in support of the Mayor's housing goals.
 - 4. Mayor Bowser's housing goals.** OP will continue to actively track new development, monitor changes to the housing market, and provide analytical and technical support throughout the COVID-19 public health emergency to inform the District's response and recovery efforts to support homeowners and renters. OP will continue to pursue efforts to further the mayor's housing goals through changes to the zoning code, including through changes such as IZ Plus and IZ XL.
 - 5. COVID-19 Recovery.** OP's work on neighborhood vibrancy, public and civic life, housing, and other initiatives will continue to identify opportunities to support COVID-19 recovery anchored in the District's values of health, opportunity, prosperity, and equity. Specific efforts will include public space work to support recovery, economic and housing research, and incorporating recovery into community planning initiatives.

OFFICE OF PLANNING – ORGANIZATION CHART



FTE Breakdown

- Local: 72.5
- Federal: 3.5
- Capital: 1.0 (via I-D)*
- SPR: --
- Other: --
- Total: 77

OFFICE OF PLANNING - SCHEDULE A (as of March 1, 2021)

| Name | Title | Vac Stat | Salary | Fringe @ 21.7% | Division |
|-------------------------|----------------------------------|----------|-----------|----------------|-------------------------------|
| Khan,Sakina H | Deputy Director | F | \$149,242 | \$32,385 | Citywide Strategy & Analysis |
| Cozart,Anita M | Deputy Director | F | \$151,780 | \$32,936 | Community Planning & Design |
| Dennee,Timothy J. | Historic Preservation Specialist | F | \$122,227 | \$26,523 | Historic Preservation |
| Flores,Rogelio | Associate Director | F | \$140,476 | \$30,483 | Citywide Systems |
| Luthy,Edward W | GIS Specialist | F | \$100,225 | \$21,749 | Data Analysis & Visualization |
| Waardenburg,Dennis S | Cartographer | F | \$119,186 | \$25,863 | Data Analysis & Visualization |
| Kirschenbaum,Jonathan W | Development Review Specialist | F | \$100,940 | \$21,904 | Development Review |
| Lambert,Rupert K | Inspector | F | \$85,784 | \$18,615 | Historic Preservation |
| Thomas,Karen M | Development Review Specialist | F | \$137,255 | \$29,784 | Development Review |
| Brown-roberts,Maxine H | Development Review Specialist | F | \$137,255 | \$29,784 | Development Review |
| Trueblood,Andrew T | Director | F | \$186,266 | \$40,420 | Office of the Director |
| Gyor,Stephen Michael | Lead Community Planner | F | \$126,479 | \$27,446 | Citywide Systems |
| Broderick,Faith A | Community Planner | F | \$84,883 | \$18,420 | Neighborhood Planning |
| Yarnall,Bruce A | HP Program Manager | F | \$110,063 | \$23,884 | Historic Preservation |
| Cochran,Stephen L | Community Planner | F | \$144,439 | \$31,343 | Development Review |
| Maher,Timothy D | Community Planner | F | \$107,022 | \$23,224 | Urban Design |
| Lewis,Charles A | Historic Preservation Specialist | F | \$137,255 | \$29,784 | Historic Preservation |
| Bird,Melissa C | Associate Director (Interim) | F | \$140,847 | \$30,564 | Neighborhood Planning |
| Williams,Kimberly P | Architectural Historian | F | \$113,104 | \$24,544 | Historic Preservation |
| Fothergill,Anne | Development Review Specialist | F | \$126,479 | \$27,446 | Development Review |
| Harris,Karen | Executive Assistant | F | \$84,883 | \$18,420 | Citywide & Comm. Planning |
| Poindexter,Rita J | Staff Assistant | F | \$81,508 | \$17,687 | Operations |
| Hand,Ryan | Community Planner | F | \$126,479 | \$27,446 | Citywide Systems |
| WILSON,VALECIA | Community Planner | F | \$97,899 | \$21,244 | Neighborhood Planning |
| Calkins,Kristin S | Community Planner(Transportati | F | \$119,295 | \$25,887 | Citywide Systems |
| Storm,Kevin M | Associate Director | F | \$143,645 | \$31,171 | Urban Design |
| Meyer,James B | Historic Preservation Specialist | F | \$95,111 | \$20,639 | Historic Preservation |
| Kasonogo,Evelyn D | Community Planner | F | \$133,663 | \$29,005 | Neighborhood Planning |
| Steingasser,Jennifer L. | Dep Dir, Dev Review | F | \$163,110 | \$35,395 | Development Review & HP |
| Pate,John | Demographic Specialist | F | \$107,022 | \$23,224 | Data Analysis & Visualization |
| Lawson,Joel | Associate Director | F | \$139,239 | \$30,215 | Development Review |
| Maloney,David J | State Historic Preservation Off. | F | \$133,133 | \$28,890 | Historic Preservation |
| Crain,Deborah L | Community Planner | F | \$137,255 | \$29,784 | Neighborhood Planning |
| ElGawish,Heba | Community Planner | F | \$92,554 | \$20,084 | Neighborhood Planning |
| Gould,Rishawna | Visual Information Specialist | F | \$110,063 | \$23,884 | Data Analysis & Visualization |
| Limauro,Andrea | Community Planner | F | \$113,104 | \$24,544 | Neighborhood Planning |
| Mordfin,Stephen J | Development Review Specialist | F | \$137,255 | \$29,784 | Development Review |
| Phillips,Joy E | Associate Director | F | \$141,381 | \$30,680 | Data Analysis & Visualization |
| Anna,Alemayehu M | IT Specialist | F | \$140,847 | \$30,564 | Data Analysis & Visualization |
| Silver,Joshua D | Lead Community Planner | F | \$122,887 | \$26,666 | Neighborhood Planning |
| Rodgers,Arthur H. | Community Planner | F | \$133,663 | \$29,005 | Citywide Systems |
| Price,Imania G | Historic Preservation Specialist | F | \$72,956 | \$15,831 | Historic Preservation |
| Callcott,Stephen L | Senior HP Specialist | F | \$124,977 | \$27,120 | Historic Preservation |
| Giefer,Edward T | Associate Director | F | \$142,991 | \$31,029 | Operations |
| Harp,Sandra F | Management Liaison Specialist | F | \$123,577 | \$26,816 | Operations |
| Myers,Crystal | Development Review Specialist | F | \$110,063 | \$23,884 | Development Review |
| Chafetz,Sarah JB | Community Planner | F | \$82,326 | \$17,865 | Citywide Systems |
| Ozberk,Erkin | Community Planner | F | \$103,981 | \$22,564 | Neighborhood Planning |
| Elliott,Kimberly | Historic Preservation Specialist | F | \$113,104 | \$24,544 | Historic Preservation |
| Vitale,Elisa | Development Review Specialist | F | \$130,071 | \$28,225 | Development Review |
| Barber,Jennifer | Executive Assistant | F | \$98,947 | \$21,471 | Office of the Director |
| Jesick,Matthew R | Development Review Specialist | F | \$122,227 | \$26,523 | Development Review |
| Elliott,Brandice N | Development Review Specialist | F | \$130,071 | \$28,225 | Development Review |
| Nadal,Moira B | Historic Preservation Specialist | F | \$75,094 | \$16,295 | Historic Preservation |
| Chandler,Jamie | Data Visualization Analyst | F | \$126,479 | \$27,446 | Data Analysis & Visualization |
| Azimeraw,Minwuyelet M. | Demographic Specialist | F | \$79,370 | \$17,223 | Data Analysis & Visualization |
| Delaney,Joyetta | Executive Assistant | F | \$84,883 | \$18,420 | Development Review & HP |
| Troccoli,Ruth | Archeologist | F | \$100,225 | \$21,749 | Historic Preservation |
| Jones,Todd Joseph | Historic Preservation Specialist | F | \$82,326 | \$17,865 | Historic Preservation |
| Stephens,Ashley | Staff Assistant | F | \$75,094 | \$16,295 | Neighborhood Planning |
| Balkus,Ona | Food Policy Director | F | \$121,793 | \$26,429 | Office of the Director |
| Jackson,Julianna | Staff Assistant | F | \$72,956 | \$15,831 | Historic Preservation |
| Lieb,David | Senior Advisor | F | \$166,554 | \$36,142 | Office of the Director |
| Williams,Anthony E | Inspector | F | \$72,956 | \$15,831 | Historic Preservation |
| Sheriff,Tariq | Policy Analyst | F | \$75,094 | \$16,295 | Office of the Director |
| Shaheen,Christopher M | Lead Community Planner | F | \$126,479 | \$27,446 | Urban Design |
| Alemayehu,Mekdelawit | Communications Officer | F | \$104,569 | \$22,691 | Office of the Director |
| Guerra,Nelly V | Chief of Staff | F | \$129,411 | \$28,082 | Office of the Director |
| Abou Samra,Rita | Community Planner | F | \$68,680 | \$14,904 | Urban Design |
| Johnson,Emily J | Community Planner | F | \$94,858 | \$20,584 | Citywide Systems |
| Williams-cherry,Toni V | Senior Inspector | F | \$113,104 | \$24,544 | Historic Preservation |
| Funes,Jose Elias | Cartographer | F | \$107,022 | \$23,224 | Data Analysis & Visualization |
| Brockett,Anne O | Historic Preservation Specialist | F | \$113,104 | \$24,544 | Historic Preservation |
| | Community Planner | V | \$137,255 | \$29,784 | Neighborhood Planning |
| | Community Planner | V | \$110,063 | \$23,884 | Neighborhood Planning |
| | Community Planner | V | \$82,326 | \$17,865 | Urban Design |
| | Community Planner | V | \$119,186 | \$25,863 | Urban Design |

| Comp Source Group | FY 2019 Original Budget | Revised Budget | Budget Variance | Expenditures | Comments | FY 2020 Original Budget | Revised Budget | Budget Variance | Expenditures | Comments | FY 2021 Original Budget | Revised Budget | Budget Variance | Year-to-Date Expenditures | Comments |
|-------------------------------------|-------------------------|---------------------|--------------------|---------------------|-----------------------------------------------------------------------------------------------------------------------------------------|-------------------------|---------------------|--------------------|---------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|---------------------|------------------|---------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| LOCAL | | | | | | | | | | | | | | | |
| 0011 - REGULAR PAY - CONT FULL | \$7,675,429 | \$7,554,668 | (\$120,761) | \$7,413,392 | | \$8,134,694 | \$8,177,901 | \$43,207 | \$8,107,537 | | \$8,141,206 | \$8,141,206 | \$0 | \$2,688,064 | |
| 0012 - REGULAR PAY - OTHER | \$67,645 | \$0 | (\$67,645) | \$0 | Moved into 0011 | \$0 | \$0 | \$0 | \$0 | | \$0 | \$0 | \$0 | \$0 | |
| 0013 - ADDITIONAL GROSS PAY | \$0 | \$87,572 | \$87,572 | \$87,727 | | \$0 | \$14,868 | \$14,868 | \$14,080 | | \$0 | \$0 | \$0 | \$23,087 | |
| 0014 - FRINGE BENEFITS - CURR | \$1,667,430 | \$1,572,430 | (\$95,000) | \$1,541,734 | | \$1,764,361 | \$1,764,361 | \$0 | \$1,746,894 | | \$1,757,496 | \$1,757,496 | \$0 | \$573,264 | |
| 0015 - OVERTIME PAY | \$20,000 | \$25,000 | \$5,000 | \$23,182 | | \$20,000 | \$43,000 | \$23,000 | \$24,699 | OP increased budget for OT after a very busy Q1. Did not spend all funds due to fewer after-hours and weekend meetings during pandemic. | \$10,000 | \$10,000 | \$0 | \$53 | |
| PERSONNEL SERVICES Total | \$9,430,504 | \$9,239,670 | (\$190,834) | \$9,066,035 | | \$9,919,055 | \$10,000,130 | \$81,075 | \$9,893,210 | | \$9,908,702 | \$9,908,702 | \$0 | \$3,284,468 | |
| 0020 - SUPPLIES AND MATERIALS | \$37,500 | \$47,500 | \$10,000 | \$36,590 | | \$37,500 | \$21,096 | (\$16,404) | \$17,556 | Reduced budget as part of mid-year pandemic cuts. Did not spend all funds due to fewer purchases during pandemic due to telework posture. | \$31,850 | \$31,850 | \$0 | \$30 | |
| 0031 - TELEPHONE, TELEGRAPH, | \$0 | \$5,000 | \$5,000 | \$0 | | \$0 | \$2,000 | \$2,000 | \$1,059 | | \$0 | \$0 | \$0 | \$0 | |
| 0040 - OTHER SERVICES AND CHARGES | \$136,339 | \$232,173 | \$95,834 | \$214,233 | Revised budget includes \$25,000 to support the operations of the Food Policy Council, plus add'l for PCard spending and staff training | \$136,339 | \$122,339 | (\$14,000) | \$87,233 | Reduced budget as part of mid-year pandemic cuts. Did not spend all funds due to pandemic. | \$71,424 | \$71,424 | \$0 | \$14,517 | Office ops: travel, telecom, fleet, PCard, office machine/printer maint., parking for fleet, training/conference fees, express deliveries, membership dues, minor print jobs/business cards, meeting space rental, media subscriptions, interpretations/translations, imprest fund, etc. |
| 0041 - CONTRACTUAL SERVICES - OTHER | \$298,515 | \$1,120,515 | \$822,000 | \$920,652 | Revised budget includes \$717,000 to support Census 2020 | \$3,287,215 | \$2,777,206 | (\$510,009) | \$2,646,941 | Orig. budget includes \$2.5M to support Census 2020. Reduced budget includes mid-year pandemic cut, \$100K sent to MOCA for Census, and other reductions. Did not spend all funds due to pandemic. | \$1,000,000 | \$1,000,000 | \$0 | \$0 | |
| 0050 - SUBSIDIES AND TRANSFERS | \$275,000 | \$250,000 | (\$25,000) | \$139,730 | Moved Food Policy ops support to 0040; expenditures here are only for Historic homeowner grant program | \$250,000 | \$414,419 | \$164,419 | \$170,630 | Revised budget includes unspent carryover for the Historic homeowner grant program. Did not spend all funds due to pandemic. | \$250,000 | \$493,789 | \$243,789 | \$21,251 | Revised budget includes unspent carryover for the Historic homeowner grant program |
| 0070 - EQUIPMENT & EQUIPMENT RENTAL | \$53,500 | \$53,500 | \$0 | \$50,427 | | \$53,500 | \$17,800 | (\$35,700) | \$17,799 | Reduced budget as part of mid-year pandemic cuts. | \$52,900 | \$52,900 | \$0 | \$0 | |
| NON-PERSONNEL SERVICES Total | \$800,854 | \$1,708,688 | \$907,834 | \$1,361,632 | | \$3,764,554 | \$3,354,860 | (\$409,694) | \$2,941,218 | | \$1,406,174 | \$1,649,963 | \$243,789 | \$35,798 | |
| LOCAL FUND Total | \$10,231,358 | \$10,948,358 | \$717,000 | \$10,427,667 | | \$13,683,609 | \$13,354,990 | (\$328,619) | \$12,834,428 | | \$11,314,876 | \$11,558,665 | \$243,789 | \$3,320,266 | |
| FEDERAL GRANT | | | | | | | | | | | | | | | |
| 0011 - REGULAR PAY - CONT FULL | \$372,950 | \$379,964 | \$7,014 | \$372,289 | | \$390,277 | \$401,974 | \$11,697 | \$394,712 | | \$394,614 | \$395,460 | \$846 | \$123,436 | |
| 0014 - FRINGE BENEFITS - CURR | \$80,184 | \$88,616 | \$8,432 | \$88,456 | | \$84,690 | \$85,864 | \$1,174 | \$93,465 | | \$85,631 | \$85,631 | \$0 | \$28,740 | |
| PERSONNEL SERVICES Total | \$453,134 | \$468,580 | \$15,446 | \$460,745 | | \$474,967 | \$488,176 | \$12,871 | \$488,176 | | \$480,245 | \$481,091 | \$846 | \$152,176 | |
| 0020 - SUPPLIES AND MATERIALS | \$0 | \$0 | \$0 | \$0 | | \$0 | \$0 | \$0 | \$0 | | \$0 | \$0 | \$0 | \$0 | |
| 0041 - CONTRACTUAL SERVICES - OTHER | \$93,691 | \$129,844 | \$36,153 | \$129,844 | Revised budget: Increase from Historic Preservation Fund federal grant - unspent FY 2018 carryover | \$50,033 | \$80,827 | \$30,794 | \$80,524 | Revised budget: Increase from Historic Preservation Fund federal grant - unspent FY 2019 carryover | \$61,792 | \$111,792 | \$50,000 | \$7,356 | Revised budget: New \$50K National Park Service grant (Women's Suffrage) added |
| NON-PERSONNEL SERVICES Total | \$93,691 | \$129,844 | \$36,153 | \$129,844 | | \$50,033 | \$80,827 | \$30,794 | \$80,524 | | \$61,792 | \$111,792 | \$50,000 | \$7,356 | |

Attachment Q14

| Comp Source Group | FY 2019 | | | | Comments | FY 2020 | | | | Comments | FY 2021 | | | Year-to-Date Expenditures | Comments |
|-------------------------------------|---------------------|---------------------|------------------|---------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|---------------------|-------------------|---------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|---------------------|------------------|---------------------------|------------------------------------------------------------------------------------------------|
| | Original Budget | Revised Budget | Budget Variance | Expenditures | | Original Budget | Revised Budget | Budget Variance | Expenditures | | Original Budget | Revised Budget | Budget Variance | | |
| Federal Grant Funds Total | \$546,825 | \$598,424 | \$51,599 | \$590,589 | | \$525,000 | \$569,003 | \$43,665 | \$568,700 | | \$542,037 | \$592,883 | \$50,846 | \$159,532 | |
| PRIVATE GRANT | | | | | | | | | | | | | | | |
| 0040 - OTHER SERVICES AND CHARGES | \$0 | \$24,219 | \$24,219 | \$24,291 | Grant for food policy work from the Kaiser Foundation | \$0 | \$0 | \$0 | \$0 | | \$0 | \$0 | \$0 | \$0 | |
| 0041 - CONTRACTUAL SERVICES - OTHER | \$10,000 | \$10,000 | \$0 | \$0 | Placeholder for ArtPlace grant for playable art. Spent ArtPlace in FY 2020. | \$10,001 | \$320,000 | \$309,999 | \$320,000 | Revised budget includes private grants from ArtPlace (\$240K; playable art) and Kresge Foundation (\$80K; placemaking) | \$10,000 | \$10,000 | \$0 | \$0 | Includes the remaining amount from a \$90,000 grant from the Kresge Foundation for placemaking |
| NON-PERSONNEL SERVICES Total | \$10,000 | \$34,219 | \$24,219 | \$24,291 | | \$10,001 | \$320,000 | \$309,999 | \$320,000 | | \$10,000 | \$10,000 | \$0 | \$0 | |
| Private Grant Funds Total | \$10,000 | \$34,219 | \$24,219 | \$24,291 | | \$10,001 | \$320,000 | \$309,999 | \$320,000 | | \$10,000 | \$10,000 | \$0 | \$0 | |
| SPECIAL PURPOSE REVENUE | | | | | | | | | | | | | | | |
| 0040 - OTHER SERVICES AND CHARGES | \$200,000 | \$68,566 | (\$131,434) | \$68,566 | | \$200,000 | \$18,071 | (\$181,929) | \$18,071 | Budget split into 0040 (to pay stipends for HPRB members) and 0041 (to pay for projects and grants to support historic preservation in the District) | \$15,000 | \$15,000 | \$0 | \$3,094 | |
| 0041 - CONTRACTUAL SERVICES - OTHER | \$0 | \$144,000 | \$144,000 | \$94,000 | Budget includes federal funds from the Eisenhower Commission (\$50K) to update the National Register Nomination for the L'Enfant Plan. But funds were spent in FY 2018. | \$0 | \$119,015 | \$119,015 | \$119,015 | Non-lapsing fund. Note that the OCFO reduces the Budget to the Expenditures amount at year-end. | \$135,000 | \$135,000 | \$0 | \$24,630 | |
| NON-PERSONNEL SERVICES Total | \$200,000 | \$212,566 | \$12,566 | \$162,566 | | \$200,000 | \$137,086 | (\$62,914) | \$137,086 | | \$150,000 | \$150,000 | \$0 | \$27,724 | |
| SPEC PURPOSE REVENUE FUNDS | \$200,000 | \$212,566 | \$12,566 | \$162,566 | | \$200,000 | \$137,086 | (\$62,914) | \$137,086 | | \$150,000 | \$150,000 | \$0 | \$27,724 | |
| INTRA-DISTRICT TRANSFERS | | | | | | | | | | | | | | | |
| 0015 - OVERTIME PAY | \$0 | \$0 | \$0 | \$0 | | \$0 | \$8,555 | \$8,555 | \$8,555 | Federal FEMA reimbursement (via HSEMA) for pandemic-related overtime | \$0 | \$0 | \$0 | \$0 | |
| 0041 - CONTRACTUAL SERVICES - OTHER | \$0 | \$0 | \$0 | \$0 | | \$0 | \$25,000 | \$25,000 | \$24,550 | Agreement w/DHCD for a Far SE/SW Housing Cost Study. | \$0 | \$0 | \$0 | \$0 | |
| NON-PERSONNEL SERVICES Total | \$0 | \$0 | \$0 | \$0 | | \$0 | \$25,000 | \$25,000 | \$24,550 | | \$0 | \$0 | \$0 | \$0 | |
| SPEC PURPOSE REVENUE FUNDS | \$0 | \$0 | \$0 | \$0 | | \$0 | \$25,000 | \$25,000 | \$24,550 | | \$0 | \$0 | \$0 | \$0 | |
| TOTAL OFFICE OF PLANNING | \$10,988,183 | \$11,793,567 | \$805,384 | \$11,205,113 | | \$14,418,610 | \$14,406,079 | (\$12,869) | \$13,884,764 | | \$12,016,913 | \$12,311,548 | \$294,635 | \$3,507,522 | |

FTEs By Appropriated Fund By CSG
TC0 - D.C. Taxicab Commission
Formulation Year: 2016

Source: CF0Solve/BFA as of Feb 11, 2015 2:18 PM

| Comp Source Group | FY 2012 Actual FTEs | FY 2013 Actual FTEs | FY 2014 Actual FTEs | FY 2015 Approved FTEs | FY 2016 Mayor's Proposed FTEs | FTE Policy Initiatives CC | FTE Cost Savings CC | FY 2016 District's Proposed FTEs | Change from FY 2015 |
|--------------------------------------------|---------------------|---------------------|---------------------|-----------------------|-------------------------------|---------------------------|---------------------|----------------------------------|---------------------|
| LOCAL FUND | | | | | | | | | |
| 0011 - REGULAR PAY - CONT FULL TIME | 16.3 | 0.0 | 0.0 | 0.0 | 0.9 | 0.0 | 0.0 | 0.9 | 0.9 |
| 0012 - REGULAR PAY - OTHER | 5.4 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 |
| Total PERSONNEL SERVICES | 21.7 | 0.0 | 0.0 | 0.0 | 0.9 | 0.0 | 0.0 | 0.9 | 0.9 |
| Total LOCAL FUND | 21.7 | 0.0 | 0.0 | 0.0 | 0.9 | 0.0 | 0.0 | 0.9 | 0.9 |
| SPECIAL PURPOSE REVENUE FUNDS | | | | | | | | | |
| 0011 - REGULAR PAY - CONT FULL TIME | 3.6 | 10.1 | 25.9 | 52.0 | 54.4 | 0.0 | 0.0 | 54.4 | 2.4 |
| 0012 - REGULAR PAY - OTHER | 0.9 | 2.4 | 4.6 | 9.0 | 8.0 | 0.0 | 0.0 | 8.0 | (1.0) |
| Total PERSONNEL SERVICES | 4.5 | 12.5 | 30.6 | 61.0 | 62.4 | 0.0 | 0.0 | 62.4 | 1.4 |
| Total SPECIAL PURPOSE REVENUE FUNDS | 4.5 | 12.5 | 30.6 | 61.0 | 62.4 | 0.0 | 0.0 | 62.4 | 1.4 |
| INTRA-DISTRICT FUNDS | | | | | | | | | |
| 0011 - REGULAR PAY - CONT FULL TIME | 0.0 | 0.0 | 0.0 | 0.0 | 0.7 | 0.0 | 0.0 | 0.7 | 0.7 |
| 0012 - REGULAR PAY - OTHER | 1.0 | 1.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 |
| Total PERSONNEL SERVICES | 1.0 | 1.0 | 0.0 | 0.0 | 0.7 | 0.0 | 0.0 | 0.7 | 0.7 |
| Total INTRA-DISTRICT FUNDS | 1.0 | 1.0 | 0.0 | 0.0 | 0.7 | 0.0 | 0.0 | 0.7 | 0.7 |
| Grand Total | 27.1 | 13.5 | 30.6 | 61.0 | 64.0 | 0.0 | 0.0 | 64.0 | 3.0 |

Office of Planning

Annual Freedom of Information Act Report for Fiscal Year 2020
October 1, 2019 through September 30, 2020

FOIA Officer Reporting Edward Giefer

PROCESSING OF FOIA REQUESTS

1. Number of FOIA requests received during reporting period.....38

2. Number of FOIA requests pending on October 1, 2019.....2

3. Number of FOIA requests pending on September 30, 2020.....8

4. The average number of days unfilled requests have been pending before each public body as of September 30, 202028

DISPOSITION OF FOIA REQUESTS

5. Number of requests granted, in whole.....1

6. Number of requests granted, in part, denied, in part.....3

7. Number of requests denied, in whole.....0

8. Number of requests withdrawn.....27

9. Number of requests referred or forwarded to other public bodies.....0

10. Other disposition1

NUMBER OF REQUESTS THAT RELIED UPON EACH FOIA EXEMPTION

11. Exemption 1 - D.C. Official Code § 2-534(a)(1).....0

12. Exemption 2 - D.C. Official Code § 2-534(a)(2).....2

13. Exemption 3 - D.C. Official Code § 2-534(a)(3)

 Subcategory (A).....0

 Subcategory (B).....0

 Subcategory (C)0

 Subcategory (D)0

 Subcategory (E)2

 Subcategory (F)0

14. Exemption 4 - D.C. Official Code § 2-534(a)(4)0

15. Exemption 5 - D.C. Official Code § 2-534(a)(5).....0

| | |
|-----------------------------------------------------------|---|
| 16. Exemption 6 - D.C. Official Code § 2-534(a)(6) | |
| Subcategory (A)..... | 0 |
| Subcategory (B)..... | 0 |
| 17. Exemption 7 - D.C. Official Code § 2-534(a)(7)..... | 0 |
| 18. Exemption 8 - D.C. Official Code § 2-534(a)(8)..... | 0 |
| 19. Exemption 9 - D.C. Official Code § 2-534(a)(9)..... | 0 |
| 20. Exemption 10 - D.C. Official Code § 2-534(a)(10)..... | 0 |
| 21. Exemption 11 - D.C. Official Code § 2-534(a)(11)..... | 0 |
| 22. Exemption 12 - D.C. Official Code § 2-534(a)(12)..... | 0 |

TIME-FRAMES FOR PROCESSING FOIA REQUESTS

| | |
|-------------------------------------------------------------------|----|
| 23. Number of FOIA requests processed within 15 days..... | 31 |
| 24. Number of FOIA requests processed between 16 and 25 days..... | 0 |
| 25. Number of FOIA requests processed in 26 days or more..... | 1 |
| 26. Median number of days to process FOIA Requests..... | 1 |

RESOURCES ALLOCATED TO PROCESSING FOIA REQUESTS

| | |
|-----------------------------------------------------------------------------------|---------|
| 27. Number of staff hours devoted to processing FOIA requests..... | 75 |
| 28. Total dollar amount expended by public body for processing FOIA requests..... | \$5,600 |

FEES FOR PROCESSING FOIA REQUESTS

| | |
|--------------------------------------------------------|-----|
| 29. Total amount of fees collected by public body..... | \$0 |
|--------------------------------------------------------|-----|

PROSECUTIONS PURSUANT TO SECTION 207(d) OF THE D.C. FOIA

| | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|
| 30. Number of employees found guilty of a misdemeanor for arbitrarily or capriciously violating any provision of the District of Columbia Freedom of Information Act..... | 0 |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|

QUALITATIVE DESCRIPTION OR SUMMARY STATEMENT

Pursuant to section 208(a)(9) of the D.C. FOIA, provide in the space below or as an attachment, “[a] qualitative description or summary statement, and conclusions drawn from the data regarding compliance [with the provisions of the Act].”

Please note that most of the requests submitted to the Office of Planning in FY 2020 were withdrawn, because OP had no responsive information and the requestor pursued the request with another agency instead.

Office of Planning FY2021

Agency Office of Planning

Agency Acronym OP

Agency Code BDO

To edit agency and POC information press your agency name (underlined and in blue above).

Agency Performance POCs Edward Giefer; Vivian Guerra

Agency Budget POCs Edward Giefer

Fiscal Year 2021

Agency's Operating Budget

[Lookup Your Agency's Operating Budget](#)

2021 Objectives

| Strategic Objectives | Objective Number | Strategic Objective | # of Measures | # of Operations |
|----------------------|------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-----------------|
| | 1 | Provide data and analysis to support sound and integrated policy decisions that strengthen the District's fiscal stability, sustainability, and quality of life. | 2 | 8 |
| | 2 | Catalyze improvements in the urban design, economic vitality, and livability of District neighborhoods by creating excellent, context-sensitive plans. | 5 | 7 |
| | 3 | Increase the transparency and predictability of the planning process to better engage stakeholders and to enrich the dialogue around key planning tools and topics. | 2 | 3 |
| | 4 | Enhance the District's built environment by promoting high quality development through clarified regulations, mandatory and discretionary zoning reviews, historic preservation review processes, and technical assistance in planning and design. | 9 | 9 |
| | 5 | Create and maintain a highly efficient, transparent, and responsive District government. | 11 | 0 |
| | TOT | | 29 | 27 |

2021 Key Performance Indicators

| Measure | New Measure/ Benchmark Year | Directionality | FY 2017 Actual | FY 2018 Actual | FY 2019 Target | FY2019 Actual | FY 2020 Target | FY2020 Actual | FY2021 Target | FY 2021 Quarter 1 |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|----------------|----------------------|-------------------------|----------------------|-------------------------|----------------------|-------------------------|------------------|----------------------------|
| 1 - Provide data and analysis to support sound and integrated policy decisions that strengthen the District's fiscal stability, sustainability, and quality of life. (2 Measures) | | | | | | | | | | |
| Satisfaction rating given by the Director of the Capital Improvements Program re: the consistency and quality of OP's contribution | <input type="checkbox"/> | Up is Better | 100% | 100% | 90% | 100% | 90% | 100% | 90% | 100% |
| Percent of Geographic Information Systems (GIS) and State Data customers (internal and external) who are satisfied with the maps and demographic data they received from OP staff, and that it will enable them to fulfill their role in planning the city and influencing quality neighborhood outcomes | <input type="checkbox"/> | Up is Better | 96.6% | 95.9% | 92% | 97.8% | 92% | 98.1% | 92% | 100% |
| 2 - Catalyze improvements in the urban design, economic vitality, and livability of District neighborhoods by creating excellent, context-sensitive plans. (5 Measures) | | | | | | | | | | |
| Satisfaction rating given by head of Public Space Commission re: the consistency and quality of OP's contribution | <input type="checkbox"/> | Up is Better | 100% | 100% | 90% | 100% | 90% | 100% | 90% | 100% |
| Percent of stakeholder requests for planning assistance fulfilled | <input type="checkbox"/> | Up is Better | 97.6% | 98.9% | 80% | 100% | 80% | 100% | 80% | 100% |
| Percent of OP small area plans approved by the Council or other neighborhood plans supported by the relevant Advisory Neighborhood Commissions (ANCs) | <input type="checkbox"/> | Up is Better | Not Available | 100% | 92% | No Applicable Incidents | 92% | No Applicable Incidents | 92% | No applicable incidents |
| Percent of OP's neighborhood plans that receive recognition from professional associations (American Planning Association (APA), Urban Land Institute (ULI), etc.) | <input type="checkbox"/> | Up is Better | 100% | No Applicable Incidents | 50% | No Applicable Incidents | 50% | No Applicable Incidents | 50% | Annual Measure |
| Percent of discretionary developments/projects initiated within neighborhood plan boundaries that are guided by OP's small area or neighborhood plans | <input type="checkbox"/> | Up is Better | 100% | 100% | 95% | 100% | 95% | 100% | 95% | No applicable incidents |

| Measure | New Measure/ Benchmark Year | Directionality | FY 2017 Actual | FY 2018 Actual | FY 2019 Target | FY2019 Actual | FY 2020 Target | FY2020 Actual | FY2021 Target | FY 2021 Quarter 1 |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|----------------|----------------------|----------------------|----------------------|------------------|----------------------|-------------------------|------------------|----------------------------|
| 3 - Increase the transparency and predictability of the planning process to better engage stakeholders and to enrich the dialogue around key planning tools and topics. (2 Measures) | | | | | | | | | | |
| Percent of customers OP engages who rate their interaction with OP as satisfactory or higher | <input type="checkbox"/> | Up is Better | 96.1% | 97.4% | 75% | 98.1% | 75% | 96.6% | 75% | 97.1% |
| Percent of relevant ANCs that OP engages in small area or neighborhood planning activities | <input type="checkbox"/> | Up is Better | 100% | 100% | 90% | 100% | 90% | No Applicable Incidents | 90% | 100% |
| 4 - Enhance the District's built environment by promoting high quality development through clarified regulations, mandatory and discretionary zoning reviews, historic preservation review processes, and technical assistance in planning and design. (9 Measures) | | | | | | | | | | |
| Percent of historic property permit applications reviewed over the counter | <input type="checkbox"/> | Up is Better | 96.5% | 97.1% | 90% | 97.5% | 90% | 98.1% | 90% | 98.1% |
| Percent of historic landmark designations without owner objection | <input type="checkbox"/> | Up is Better | 81.8% | 94.1% | 85% | 77.8% | 85% | 100% | 85% | 100% |
| Percent of Development Revenue reports that meet the expectations of boards/commissions | <input type="checkbox"/> | Up is Better | 95.2% | 93.6% | 92% | 92.8% | 92% | 94.2% | 92% | 95.3% |
| Average number of cases reviewed per historic preservation staff | <input type="checkbox"/> | Up is Better | 740.5 | 773.5 | 600 | 708.6 | 600 | 878.1 | 600 | 220.3 |
| Percent of Planning Unit Developments (PUDs) that exceed minimum requirements to further the Sustainable DC plan including the provision of green roofs or other features to help reduce storm water runoff, electric car charging stations or bike share facilities | <input type="checkbox"/> | Up is Better | 72.2% | 88.9% | 65% | 66.7% | 65% | 100% | 65% | 100% |
| Average number of cases reviewed per zoning review staff | <input type="checkbox"/> | Up is Better | 49.6 | 48 | 35 | 45.7 | 35 | 56.6 | 35 | 8.6 |
| Percent of Historic Preservation staff reports that meet the expectations of the Historic Preservation Review Board Chair and the Mayor's Agent | <input type="checkbox"/> | Up is Better | 100% | 100% | 92% | 100% | 92% | 93.6% | 92% | 94.2% |
| Percent of historic preservation projects properly noticed after implementation of new regulations | <input type="checkbox"/> | Up is Better | 98.9% | 97.2% | 90% | 92.1% | 90% | 92% | 90% | 100% |
| Percent of DC government project reviews concluded with adverse effects resolved by consensus | <input type="checkbox"/> | Up is Better | 99.4% | 99.7% | 90% | 99.3% | 90% | 99.8% | 90% | 100% |

2021 Operations

Operations

| Operations Header | Operations Title | Operations Description | Type of Operations |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| 1 - Provide data and analysis to support sound and integrated policy decisions that strengthen the District's fiscal stability, sustainability, and quality of life. (8 Activities) | | | |
| Agencywide | Planning Pilots | Pilot planning tools to demonstrate the feasibility of new ideas or strategies in OP reports. | Daily Service |
| Agencywide | Policy and Regulation Support | Provide policy assistance and regulation support to the Mayor's Office and partner agencies in key sectors such as housing, transportation, economic development, and public space. | Daily Service |
| Agencywide | Citywide Planning | Create studies and provide programmatic support to District agencies for citywide issues such as affordable housing, arts and culture, urbanism, industrial lands, sustainability, health, and the creative economy. | Key Project |
| GIS & IT | Mapping Services | Provide mapping services to District agencies and the public. | Daily Service |
| STATE DATA CENTER | Demographic Services | Provide U.S. Census population and demographic data to District agencies and the public. | Daily Service |
| STATE DATA CENTER | Growth Forecasts | Provide District of Columbia Growth Forecasts on population, households, and employment. | Key Project |
| STATE DATA CENTER | INDICES | Produce INDICES, a 300-page snapshot of District government operations, every other year. | Key Project |

| Operations Header | Operations Title | Operations Description | Type of Operations |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| CITYWIDE PLANNING | Capital Planning | Provide long-range capital planning services for schools, parks, and other public facilities. | Key Project |
| 2 - Catalyze improvements in the urban design, economic vitality, and livability of District neighborhoods by creating excellent, context-sensitive plans. (7 Activities) | | | |
| Agencywide | Placemaking | Undertake placemaking projects to enliven and enrich properties, streets, neighborhoods, waterfronts, and the District. | Key Project |
| REVITALIZATION AND DESIGN | Revitalization And Design | Partner on planning and implementation efforts for Center City, coordinating with District and Federal Partners, businesses, and resident groups. | Key Project |
| CITYWIDE PLANNING | Comprehensive Plan | Monitor and update the city's Comprehensive Plan to establish land uses and other overarching policies that guide growth and development. | Daily Service |
| CITYWIDE PLANNING | Comp Plan Updates and Amendments | Produce a full update to the Comp Plan every 12 years and an amendment every four years. | Key Project |
| NEIGHBORHOOD PLANNING | Poplar Point Redevelopment | Produce a Small Area Plan and work with the National Park Service to facilitate the transfer and improvement of Poplar Point. | Key Project |
| NEIGHBORHOOD PLANNING | Neighborhood Plans | Develop small area plans or other customized planning tools to address challenges and manage change at the neighborhood scale. | Daily Service |
| REVITALIZATION AND DESIGN | Design Support | Provide design services to OP divisions and District agencies and undertake analysis to provide design decision-making frameworks. | Daily Service |
| 3 - Increase the transparency and predictability of the planning process to better engage stakeholders and to enrich the dialogue around key planning tools and topics. (3 Activities) | | | |
| Agencywide | Education | Educate residents and other stakeholders regarding current planning policies and zoning regulations. | Daily Service |
| Agencywide | Best Practices | Develop and adopt new and effective methods to improve the quality of public participation and input. | Daily Service |
| Agencywide | Engagement | Conduct meaningful public engagement through active projects and ongoing community conversations in all eight wards. | Daily Service |
| 4 - Enhance the District's built environment by promoting high quality development through clarified regulations, mandatory and discretionary zoning reviews, historic preservation review processes, and technical assistance in planning and design. (9 Activities) | | | |
| DEVELOPMENT/ZONING REVIEW | Planned Unit Developments (PUDs) | Emphasize the provision of housing affordability, environmental sustainability, and design excellence for projects requesting additional density or development flexibility through the PUD process, while reviewing all proposed PUDs against the Comprehensive Plan, small area plans, and major policy initiatives. | Daily Service |
| HISTORIC PRESERVATION | HPRB Staff Reports | Produce a staff report on each case before the Historic Preservation Review Board. | Daily Service |
| HISTORIC PRESERVATION | Homeowner Grants | Award targeted grants to help low and moderate-income homeowners with the cost of preserving their historic homes. | Daily Service |
| HISTORIC PRESERVATION | Historic Landmark Designations | Evaluate and recognize significant properties eligible for historic landmark designation. | Daily Service |
| DEVELOPMENT/ZONING REVIEW | Zoning Staff Reports | Produce a staff reports on each case before the Zoning Commission and Board of Zoning Adjustment. | Daily Service |
| HISTORIC PRESERVATION | Historic Preservation Reviews | Review conceptual design and permit applications for work on historically designated properties, or properties in historic districts, as an over-the-counter service. | Daily Service |
| HISTORIC PRESERVATION | Government Project Reviews | Review conceptual design and permit applications for District and federal government undertakings for compatibility with historic work on historically designated or eligible properties, or properties in historic districts. | Daily Service |
| DEVELOPMENT/ZONING REVIEW | Zoning Regulations Update | Work with the Office of Zoning, Office of the Attorney General, and the Department of Consumer and Regulatory Affairs (DCRA) to implement the new zoning regulations, and provide clarification through technical corrections and text amendments as necessary. | Key Project |
| HISTORIC PRESERVATION | Historic Preservation Planning | Produce and update short- and long-term, comprehensive historic preservation plans and studies, including the DC Historic Preservation Plan and Historic Preservation Element of the DC Comprehensive Plan, to guide efforts, preserve history and heritage, and establish goals. | Key Project |

2021 Workload Measures

Workload Measures - Operations

| Measure | New Measure/ Benchmark Year | FY2016 Actual | FY2017 Actual | FY2018 Actual | FY2019 Actual | FY2020 Actual | FY 2021 Quarter 1 |
|----------------------------------------------------------------------------------------------------------------|-----------------------------------|------------------|------------------|------------------|------------------|------------------|----------------------------|
| 1 - Citywide Planning (2 Measures) | | | | | | | |
| Number of analyses conducted and studies produced | <input type="checkbox"/> | Needs Update | 112 | 109 | 115 | 161 | 26 |
| Number of District agencies that have used OP research and analysis products to effectively support their work | <input type="checkbox"/> | Needs Update | 81 | 130 | 116 | 91 | 34 |
| 1 - Demographic Services (1 Measure) | | | | | | | |

| Measure | New Measure/ Benchmark Year | FY2016 Actual | FY2017 Actual | FY2018 Actual | FY2019 Actual | FY2020 Actual | FY 2021 Quarter 1 |
|--------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|------------------|------------------|------------------|------------------|------------------|----------------------------|
| Number of requests for Census or other demographics information | <input type="checkbox"/> | 302 | 266 | 172 | 168 | 286 | 47 |
| 1 - Mapping Services (1 Measure) | | | | | | | |
| Number of requests for mapping or geospatial services | <input type="checkbox"/> | 223 | 156 | 111 | 108 | 235 | 54 |
| 1 - Policy and Regulation Support (1 Measure) | | | | | | | |
| Number of public space applications submitted to OP for review | <input type="checkbox"/> | Needs Update | 914 | 1151 | 1515 | 1945 | 760 |
| 2 - Neighborhood Plans (2 Measures) | | | | | | | |
| Number of requests for planning assistance or information received from civic organizations or other stakeholders | <input type="checkbox"/> | Needs Update | 329 | 187 | 591 | 1203 | 170 |
| Number of neighborhood plans or major projects delivered | <input type="checkbox"/> | Needs Update | 0 | 1 | 17 | 17 | 5 |
| 3 - Education (2 Measures) | | | | | | | |
| Number of stakeholder engagement activities conducted by OP for purposes of education, dialogue, and/or feedback | <input type="checkbox"/> | New in 2018 | New in 2018 | 35 | 85 | 195 | 11 |
| Number of persons attending/participating in stakeholder engagement activities conducted by OP | <input type="checkbox"/> | New in 2018 | New in 2018 | 1554 | 5787 | 7575 | 959 |
| 4 - Government Project Reviews (2 Measures) | | | | | | | |
| Number of historic preservation cases regarding District and federal government undertakings filed for State Historic Preservation Office review | <input type="checkbox"/> | Needs Update | 1131 | 841 | 879 | 746 | 243 |
| Number of archaeology cases regarding District and federal government undertakings filed for State Historic Preservation Office review | <input type="checkbox"/> | New in 2018 | New in 2018 | 260 | 229 | 391 | 156 |
| 4 - Historic Landmark Designations (1 Measure) | | | | | | | |
| Number of cases filed for historic landmark designation | <input type="checkbox"/> | Needs Update | 23 | 17 | 8 | 5 | 7 |
| 4 - Historic Preservation Reviews (1 Measure) | | | | | | | |
| Number of permit applications submitted to Historic Preservation Office staff | <input type="checkbox"/> | 5221 | 4832 | 5608 | 6669 | 6147 | 1542 |
| 4 - Homeowner Grants (1 Measure) | | | | | | | |
| Dollar amount of historic homeowner grants issued | <input type="checkbox"/> | \$187,916 | New in 2018 | \$117,857 | \$139,730 | \$170,629 | \$2989 |
| 4 - HPRB Staff Reports (1 Measure) | | | | | | | |
| Number of historic preservation cases submitted for Historic Preservation Review Board or U.S. Commission of Fine Arts review | <input type="checkbox"/> | Needs Update | 601 | 741 | 721 | 613 | 159 |
| 4 - Planned Unit Developments (PUDs) (1 Measure) | | | | | | | |
| Number of affordable housing units approved by the Zoning Commission through Planned Unit Developments | <input type="checkbox"/> | New in 2018 | New in 2018 | 794 | 391 | 203 | 109 |
| 4 - Zoning Staff Reports (2 Measures) | | | | | | | |
| Number of cases filed for Zoning Commission review | <input type="checkbox"/> | Needs Update | 85 | 84 | 77 | 55 | 5 |
| Number of cases filed for Board of Zoning Adjustment review | <input type="checkbox"/> | Needs Update | 341 | 304 | 301 | 151 | 81 |

2021 Initiatives

Strategic Initiatives

| Strategic Initiative Title | Strategic Initiative Description | Proposed Completion Date | Is this Initiative focused on Wards 7 and/or 8? | Does this initiative support the Resilient DC Strategy? | Cluster | Add Initiative Update |
|----------------------------|----------------------------------|--------------------------|-------------------------------------------------|---------------------------------------------------------|---------|-----------------------|
| | | | | | | |

| Strategic Initiative Title | Strategic Initiative Description | Proposed Completion Date | Is this Initiative focused on Wards 7 and/or 8? | Does this initiative support the Resilient DC Strategy? | Cluster | Add Initiative Update |
|------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|-------------------------------------------------|---------------------------------------------------------|----------------------------------------------------|-----------------------|
| Capital Planning (1 Strategic Initiative) | | | | | | |
| Civic Infrastructure and Facilities Initiative | Building on the Comprehensive Plan (Comp Plan) proposal to improve coordination of civic infrastructure investments, OP has begun convening a cross-agency team to help align data, planning, budgeting and implementation. In FY 2021, OP will support and staff a core team of agency partners that will create a framework and guiding principles to help structure the effort, as well as support pilot initiatives around DPR's Ready2Play facilities plan, FY 2023 budget planning, and OP's own place-based planning. This effort supports housing and equity goals for the District by ensuring all neighborhoods have adequate facilities as additional housing is created. | 09-30-2021 | <input type="checkbox"/> | <input type="checkbox"/> | Deputy Mayor for Planning and Economic Development | |
| Citywide Planning (1 Strategic Initiative) | | | | | | |
| Resiliency planning | Building on an updated Comp Plan and Resilient DC, OP will support place-based analysis and interventions related to flooding and sea-level rise. OP will create a priority matrix of areas, with a focus on current and future populated areas, that could help drive federal funding. OP will also implement projects, including deploying capital funding to create preliminary designs for a network of connected and floodable infrastructure in Southwest DC. | 09-30-2021 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Deputy Mayor for Planning and Economic Development | |
| Comp Plan Updates and Amendments (1 Strategic Initiative) | | | | | | |
| Comprehensive Plan finalization | OP will finalize the DCMR language for the updated Comprehensive Plan. OP will hire a consultant to finalize the graphic and digital layout of approved text and maps. To be initiated upon Council passage of the Plan, anticipated in FY 2021. | 09-30-2021 | <input type="checkbox"/> | <input type="checkbox"/> | Deputy Mayor for Planning and Economic Development | |
| Neighborhood Plans (3 Strategic initiatives) | | | | | | |
| Congress Heights Small Area Plan | OP will conduct a Small Area Plan within the Congress Heights neighborhood of Ward 8. The analysis will create an equitable development plan for Congress Heights that will feature opportunities for growth and investment, while considering current needs for response and recovery efforts and long-term community-based investments. | 09-30-2021 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Deputy Mayor for Planning and Economic Development | |
| Chevy Chase Small Area Plan | As part of the Mayor's Housing Equity goals, OP will develop a small area plan along upper Connecticut Ave NW to re-envision the gateway, support new housing, and establish a new civic core at the Chevy Chase library and recreation center. | 09-30-2021 | <input type="checkbox"/> | <input type="checkbox"/> | Deputy Mayor for Planning and Economic Development | |
| Pennsylvania Ave SE Small Area Plan | To create a reinvestment strategy update to the entire Pennsylvania Avenue SE corridor, from the Sousa Bridge to Southern Avenue SE. The SAP will analyze housing access and anti-displacement policies. It will also include COVID-19 recovery analysis. | 09-30-2021 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Deputy Mayor for Planning and Economic Development | |
| Placemaking (1 Strategic Initiative) | | | | | | |
| Support the C&O Canal project | Through the FY 2021 budget and Budget Support Act, OP received funding to support Georgetown Heritage's project to improve the design of the waterfront park through consultant services. OP will coordinate the design work with Georgetown Heritage and will be arbiters of the funding. | 09-30-2021 | <input type="checkbox"/> | <input type="checkbox"/> | Deputy Mayor for Planning and Economic Development | |
| Policy and Regulation Support (1 Strategic Initiative) | | | | | | |
| Food security and policy | OP will complete a centralized kitchen study to provide best practices and recommendations regarding how a centralized kitchen facility could support government nutrition programs and workforce development. In addition, OP will work with partners, including DMPEd, DC Health, and DHS, to implement the recommendations in the Food Access and Food Security report in order to decrease food insecurity in the District during and following the public health emergency. | 09-30-2021 | <input type="checkbox"/> | <input type="checkbox"/> | Deputy Mayor for Planning and Economic Development | |
| Zoning Regulations Update (1 Strategic Initiative) | | | | | | |
| Zoning updates for housing. | OP will support the Inclusionary Zoning (IZ+) proposal at the Zoning Commission and propose additional zoning changes to support more affordable housing production, given both proposed changes in the Comprehensive Plan (Comp Plan) and observed changes due to COVID-19. Once the D.C. Council approves the new Comp Plan, OP will assess zoning as it relates to the update, including new Future Land Use Map (FLUM) designations in high opportunity areas, to determine additional proposals related to the Mayor's Housing goals. The project will be initiated once the D.C. Council approves the Comp Plan. | 09-30-2021 | <input type="checkbox"/> | <input type="checkbox"/> | Deputy Mayor for Planning and Economic Development | |

| Strategic Initiative Title | Initiative Status Update | % Complete to date | Confidence in completion by end of fiscal year (9/30)? | Status of Impact | Supporting Data | Reporting Quarter |
|-----------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|--------------------------------------------------------|------------------|-----------------|-------------------|
| Chevy Chase Small Area Plan (1 Initiative Update) | | | | | | |
| Chevy Chase Small Area Plan | OP initiated pre-planning or a Small Area Plan in Chevy Chase, which includes refining the scope of the planning effort, and forming the community advisory and interagency committees. | 0-24% | High | None | | Q1 |
| Civic Infrastructure and Facilities Initiative (1 Initiative Update) | | | | | | |
| Civic Infrastructure and Facilities Initiative | In Q1, OP facilitated three CIFI Core Team meetings, driving the development and adoption of CIFI Guiding Principles (leveraging OP's research on best practices) and facilitating these meetings for information-sharing and coordination regarding DPR and DCPL master facilities plans, OCTO and OCFO data capabilities related to facilities planning, and budgeting. OP's CIFI team also provided support for DPR's Ready2Play Master Plan through continued work on population and employment forecasting tools, and through coordination on a federal FEMA grant application for a small parks project. | 0-24% | High | None | | Q1 |
| Comprehensive Plan finalization (1 Initiative Update) | | | | | | |
| Comprehensive Plan finalization | OP participated in Council hearings related to the passage of the Comprehensive Plan. OP initiated steps toward procurement of a consultant to finalize the plan. | 0-24% | High | None | | Q1 |
| Congress Heights Small Area Plan (1 Initiative Update) | | | | | | |
| Congress Heights Small Area Plan | OP initiated a Small Area Plan in Congress Heights, setting up a community advisory committee, interagency group and conducting existing conditions analysis. | 0-24% | High | None | | Q1 |
| Food security and policy (1 Initiative Update) | | | | | | |
| Food security and policy | In Q1, the report went through internal review and design. It will now be submitted for Mayoral review. | 0-24% | High | None | | Q1 |
| Pennsylvania Ave SE Small Area Plan (1 Initiative Update) | | | | | | |
| Pennsylvania Ave SE Small Area Plan | OP initiated pre-planning or a Small Area Plan along Pennsylvania Ave SE, which includes refining the scope of the planning effort, and forming the community advisory and interagency committees. | 0-24% | High | None | | Q1 |
| Resiliency planning (1 Initiative Update) | | | | | | |
| Resiliency planning | OP staff completed an assessment of resiliency focus areas. The assessment will inform grant proposals to implement place-based planning activities that OP will submit in Q2. | 0-24% | High | None | | Q1 |
| Support the C&O Canal project (1 Initiative Update) | | | | | | |
| Support the C&O Canal project | OP did not make substantial progress on this item due to an unexpected freeze on budgetary expenditures. We expect to make significant progress in Q2. | 0-24% | High | None | | Q1 |
| Zoning updates for housing. (1 Initiative Update) | | | | | | |
| Zoning updates for housing. | IZ + Public Hearing was held Dec 9, 2020. Zoning Commission took proposed action to approve after the hearing. Final action on the matter is expected in January 2021. | 0-24% | High | None | | Q1 |

Internal: Unfinished 2020 Initiatives

| Title | Description | Complete to Date | Status Update | Explanation | Anticipated Completion Date | Add Initiative Update |
|--------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|-----------------------|
| REVITALIZATION AND DESIGN (1 Strategic Initiative) | | | | | | |
| Conduct a study in SW focused on planning, design, & resiliency of three parks | Lead a study on planning and design of three parks in Southwest DC, one of two key demonstration projects identified in Resilient DC. The study is intended to improve each park area for improved stormwater management. The study can be considered implementation of the Resilience DC Plan, focusing on recommendations on design opportunities and community priorities. | 0-24% | OCP issued RFP 7/31, and extended bids until 9/14. Review of bids did not begin by month end, and OP is awaiting OCP action. | Although OP sent the scope to OCP in February, by fiscal year-end the bids had not been reviewed, so the consultant will be chosen in FY 2021. OP has a multi-agency project team secured. | 09-30-2021 | |

Updates for Unfinished 2020 Initiatives

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|--|--|--|--|--|--|--|

| Strategic Initiative Title | Anticipated completion date | New Initiative Created for FY20 | No Longer an Initiative | Initiative Status Update | % Complete to date | Confidence in completion by anticipated completion date? | Status of Impact | Explanation of Impact | Supporting Data | Reporting Quarter |
|--------------------------------------------------------------------------------|-----------------------------|---------------------------------|--------------------------|---------------------------------------------------------------------------------------------------------------------------------------|--------------------|----------------------------------------------------------|------------------|-----------------------|-----------------|-------------------|
| Conduct a study in SW focused on planning, design, & resiliency of three parks | 09-30-2021 | <input type="checkbox"/> | <input type="checkbox"/> | OP made substantial progress on interagency coordination and scoping for the planning study. OP expects OCP to choose a vendor in Q2. | 0-24% | High | Incremental | TBD | | Q1 |

Administrative Information

Record ID# 804

Performance Plan ID 804 **Blank Initiative Updates** [Blank Initiative Updates](#)

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