



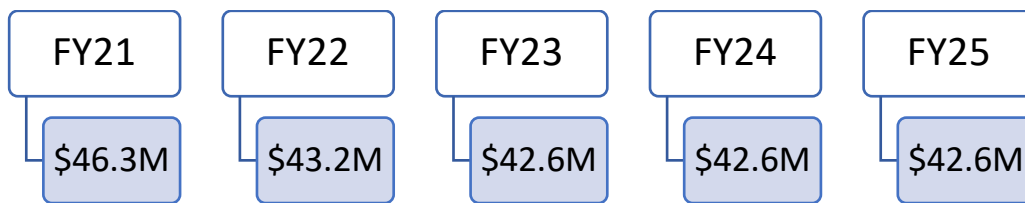
NOTE ON THE FISCAL 2022 EXECUTIVE BUDGET FOR THE  
DEPARTMENT OF CITY PLANNING

Regina Poreda Ryan, Deputy Director  
Nathan Toth, Deputy Director  
Paul Scimone, Deputy Director

Chima Obichere, Unit Head  
Luke Zangerle, Financial Analyst

The City’s Executive Budget for Fiscal 2022 totals \$98.6 billion. The Executive Budget for the Department of City Planning (DCP) totals \$43.3 million and represent less than one percent of the City’s Executive Fiscal 2022 Budget. This Note provides a summary of the changes in the Executive Financial Plan for DCP. Topics covered include an overview of DCP’s Fiscal 2021 and Fiscal 2022 Budget as of the Fiscal 2022 Executive Plan, and the changes made since the Fiscal 2022 Preliminary Plan.

DCP’s Executive Plan Overview



DCP’s Fiscal 2022 Executive Budget totals \$43.2 million, including \$30.6 million for Personal Services (PS) to support a budgeted headcount of 348 positions and \$12.6 million for Other Than Personal Services (OTPS) costs. The Fiscal 2022 Executive Budget decreases DCP’s total budget by approximately \$1.3 million when compared to the Fiscal 2021 Adopted Budget. This decrease is primarily due to not recognizing \$2.6 million in federal COVID disaster-relief funding as DCP did in the Fiscal 2021 Adopted Budget as well as \$1.3 million in federal CDBG funding. This shortfall was partially offset by an increase in City tax-levy (CTL) funding of \$2.6 million. CTL funding remains the primary source of funding for DCP’s Fiscal 2022 budget and consists of \$26.8 million, or 62 percent of the total projected budget.

When compared to the Preliminary Plan, DCP’s Fiscal 2021 budget increases by \$234,000, comprised entirely of CTL funding for new software purchases and liscensing renewals. Compared to the Preliminary Plan, DCP’s Fiscal 2022 Budget increases by \$1.1 million. The main driver of change in Fiscal 2022 and the outyears is an increase of CTL funding that supports new budgeted positions for waterfront planning, collective bargaining agreements, and lease adjustments. For more information on DCP’s budget please see the Fiscal 2022 Preliminary Budget report on the New York City Council’s website:

<https://council.nyc.gov/budget/wp-content/uploads/sites/54/2021/05/DCP.pdf>

## Executive Plan Changes

Changes introduced in the Executive Plan increased DCP’s budget by \$235,000 and \$1.1 million in Fiscal 2021 and Fiscal 2022, respectively. The Executive Plan introduced new needs totaling \$75,000 in Fiscal 2021 and \$958,000 in Fiscal 2022. Other adjustments made to DCP’s budget total \$161,000 in Fiscal 2021 and \$123,000 in Fiscal 2022. DCP did not undertake a savings program in the Fiscal 2022 Executive Plan. The major changes are described in further detail below.

Year:	FY21	FY22	FY23	FY24	FY25
New Needs:	\$75K	\$958K	\$958K	\$958K	\$958K
Other Adj:	\$161K	\$123K	\$123K	\$123K	\$123K
Savings:	\$0	\$0	\$0	\$0	\$0

### New Needs.

- **Adobe Software.** The Executive Plan added City funds of \$75,000 in Fiscal 2021, Fiscal 2022 and the outyears to support the renewal for Adobe Software use agreement.
- **Waterfront Office Planners.** The Executive Plan added City funds of \$833,000 in Fiscal 2022 and in the outyears to support 13 positions brought on to conduct work as part of the Department’s Comprehensive Water Front Plan which will be finalized in 2021. Of the 13 positions, 6 are dedicated Waterfront Planning positions, 3 are for Zoning/Urban Design, 3 are for DCP borough offices, and 1 strategic planning position. This action brings the Department’s total budgeted headcount to 348 positions starting in Fiscal 2022.

### Other Adjustments.

- **Collective Bargaining Agreements.** The Financial Plan recognized spending increases related to collective bargaining agreements across multiple City agencies. The Executive Budget includes one significant budget action related to collective bargaining within the Department of City Planning. DCP recognizes collective bargaining adjustment of \$13,000 in Fiscal 2021 and Fiscal 2022 of which, \$4,000 is City funding and \$9,000 is federal funding. The Staff titles impacted are civil service workers including engineers and architects, as well as skilled and manual laborers such as electricians and maintenance staff.
- **Heat, Light and Power.** Due to a re-estimate, DCP anticipates a decrease of \$3,000 in Fiscal 2021 and an increase of \$3,000 in Fiscal 2022 and in the outyears for costs associated with heat, light and power.
- **Lease Adjustments.** Due to re-estimates, DCP anticipates an increase of \$63,000 in Fiscal 2022 and in the outyears for costs associated with leased space.
- **MS Enterprise Licensing Agreement Realignment.** DCP’s total budget has increased by \$150,000 in Fiscal 2021 only to support the renewal of the Offices’ Microsoft 365 Suite Software.

## Appendix 1: DCP Financial Plan Summary

<b>DCP Financial Summary</b>						
<i>Dollars in Thousands</i>						
	<b>FY19</b>	<b>FY20</b>	<b>FY21</b>	<b>Executive Plan</b>		<b>*Difference</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>FY21</b>	<b>FY22</b>	<b>FY21-FY22</b>
<b>Spending</b>						
Personal Services	\$28,150	\$28,207	\$30,642	\$29,020	\$30,629	(\$13)
Other Than Personal Services	11,923	14,807	13,942	17,278	12,639	(1,303)
<b>TOTAL</b>	<b>\$40,073</b>	<b>\$43,014</b>	<b>\$44,584</b>	<b>\$46,298</b>	<b>\$43,268</b>	<b>(\$1,316)</b>
<b>Personal Services</b>						
Additional Gross Pay	\$1,398	\$676	\$331	\$350	\$348	\$17
Fringe Benefits	0	0	0	190	0	0
Full-Time Salaried - Civilian	25,350	26,403	28,376	27,029	28,430	54
Overtime - Civilian	27	19	32	32	32	0
P.S. Other	712	761	743	728	744	1
Unsalariated	663	348	1,160	691	1,075	(85)
<b>SUBTOTAL</b>	<b>\$28,150</b>	<b>\$28,207</b>	<b>\$30,642</b>	<b>\$29,020</b>	<b>\$30,629</b>	<b>(\$13)</b>
<b>Other Than Personal Services</b>						
Contractual Services	\$1,118	\$3,171	\$1,215	\$1,506	\$943	(\$272)
Contractual Services - Professional Services	3,301	3,967	4,714	7,285	3,577	(1,137)
Fixed & Misc. Charges	5	3	1	1	1	0
Other Services & Charges	7,169	7,289	7,709	7,893	7,748	39
Property & Equipment	114	86	68	62	68	0
Supplies & Materials	216	291	235	531	302	67
<b>SUBTOTAL</b>	<b>\$11,923</b>	<b>\$14,807</b>	<b>\$13,942</b>	<b>\$17,278</b>	<b>\$12,639</b>	<b>(\$1,303)</b>
<b>TOTAL</b>	<b>\$40,073</b>	<b>\$43,014</b>	<b>\$44,584</b>	<b>\$46,298</b>	<b>\$43,268</b>	<b>(\$1,316)</b>
<b>Funding</b>						
City Funds	-	-	\$24,185	\$22,260	\$26,795	\$2,610
Other Categorical	-	-	-	-	-	-
Capital- IFA	-	-	-	-	-	-
State	-	-	-	568	-	-
Federal - Community Development	-	-	19,056	21,638	15,130	(3,926)
Federal - Other	-	-	1,343	1,832	1,343	0
Intra City	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$40,073</b>	<b>\$43,014</b>	<b>\$44,584</b>	<b>\$46,298</b>	<b>\$43,268</b>	<b>(\$1,316)</b>
<b>Budgeted Headcount</b>						
Geogrphic Systems	25	29	32	32	30	(2)
PS/OTPS	284	272	329	295	318	(11)
<b>TOTAL</b>	<b>309</b>	<b>301</b>	<b>361</b>	<b>327</b>	<b>348</b>	<b>(13)</b>

\*The difference of Fiscal 2021 Adopted Budget compared to Fiscal 2022 Executive Budget.

## Appendix 2: DCP Budget Actions Since Fiscal 2021 Adopted Budget

<i>Dollars in Thousands</i>	FY21			FY22		
	City	Non-City	Total	City	Non-City	Total
<b>DCP Budget as of the Adopted FY21 Budget</b>	<b>\$24,185</b>	<b>\$20,399</b>	<b>\$44,584</b>	<b>\$26,290</b>	<b>\$16,421</b>	<b>\$42,711</b>
<b>Other Adjustments:</b>						
Citywide Discretionary Training Freeze	(\$5)	\$0	(\$5)	\$0	\$0	\$0
Citywide Wireless Services	(3)	0	(3)	(7)	0	(7)
CMAQ Grant Roll	0	109	109	0	0	0
EIS Grant Roll	0	880	880	0	0	0
Funds Transfer	0	380	380	0	0	0
Furlough Savings – CD	0	(54)	(54)	0	0	0
Furlough Savings – CTL	(90)	0	(90)	0	0	0
Furlough Savings DR	0	(2)	(2)	0	0	0
LGRMIF Grant Fund Reallocation	0	69	69	0	0	0
Public Implementation Grant	0	74	74	0	0	0
Waterfront Comprehensive	0	425	425	0	0	0
DCP: CDBGDR BIB Support	0	237	237	0	0	0
DCP: CDBGDR Edgemere	0	1,054	1,054	0	0	0
DCP: CDBGDR OTPS	0	11	11	0	0	0
DCP: CDBGDR ZFCR	0	447	447	0	0	0
Furlough Savings	(3)	0	(3)	0	0	0
<b>Subtotal, Other Adjustments</b>	<b>(\$101)</b>	<b>\$3,630</b>	<b>\$3,529</b>	<b>(\$7)</b>	<b>\$0</b>	<b>(\$7)</b>
<b>Savings Program:</b>						
Hiring Freeze	(\$215)	\$0	(\$215)	(\$287)	\$0	(\$287)
PS Savings	(1,574)	0	(1,574)	(230)	0	(230)
Hiring and Attrition Management	(262)	0	(262)	0	0	0
<b>Subtotal, Savings</b>	<b>(\$2,051)</b>	<b>\$0</b>	<b>(\$2,051)</b>	<b>(\$517)</b>	<b>\$0</b>	<b>(\$517)</b>
<b>TOTAL, All Changes</b>	<b>(\$2,152)</b>	<b>\$3,630</b>	<b>\$1,478</b>	<b>(\$524)</b>	<b>\$0</b>	<b>(\$524)</b>
<b>DCP Budget as of the Preliminary FY22 Budget</b>	<b>\$22,033</b>	<b>\$24,029</b>	<b>\$46,062</b>	<b>\$25,766</b>	<b>\$16,421</b>	<b>\$42,187</b>
<b>New Needs: Fiscal 2022 Executive Budget</b>						
Adobe Software	\$75	\$0	75	\$75	\$0	75
Waterfront Office Planners	0	0	0	883	0	883
<b>Subtotal, New Needs</b>	<b>\$75</b>	<b>\$0</b>	<b>\$75</b>	<b>\$958</b>	<b>\$0</b>	<b>\$958</b>
<b>Other Adjustments</b>						
Collective Bargaining Agreement for CSTG Units	4	9	13	4	9	13
Funding shift for consolidated plan coordinator	0	0	0	0	43	43
MS Enterprise Licensing Agreement Realignment	150	0	150	0	0	0
Lease Adjustment	0	0	0	63	0	63
Heat, Light and Power	(3)	0	(3)	3	0	3
<b>Subtotal, Other Adjustments</b>	<b>\$151</b>	<b>\$9</b>	<b>\$160</b>	<b>\$70</b>	<b>\$52</b>	<b>\$122</b>
<b>TOTAL, All Changes</b>	<b>\$226</b>	<b>\$9</b>	<b>\$235</b>	<b>\$1,028</b>	<b>\$52</b>	<b>\$1,080</b>
<b>DCP Budget as of the Executive FY22 Budget</b>	<b>\$22,259</b>	<b>\$24,038</b>	<b>\$46,298</b>	<b>\$26,794</b>	<b>\$16,473</b>	<b>\$43,268</b>