

FYE2017 BUDGET ACTIVITY NARRATIVE

FUND: 010 General	DEPARTMENT: 32 Community Development	ACTIVITY: 5850 Block Grant Administration
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DEPARTMENT/ACTIVITY DESCRIPTION:

The Community Development Board, on behalf of the City, applies for and administers various State and Federal Programs and other small projects. The sources of funding for these programs are various grants and loan payments.

DEPARTMENT/ACTIVITY OBJECTIVES:

Funding is used to assist low- and moderate-income households to make homes safe and sanitary.

PERSONNEL SUMMARY:

FULL-TIME EQUIVALENT POSITIONS:	CERTIFIED FYE2014	CERTIFIED FYE2015	CERTIFIED FYE2016	PROPOSED FYE2017 *	DEPT REQUEST FYE2017	CERTIFIED FYE2017
TOTAL FULL-TIME EQUIVALENT POSITIONS	0	0	0	0	0	0

* AT CURRENT FYE16 STAFFING LEVEL



Department Proposed Budget Worksheet

Budget Year 2017

G/L Account	Account Description	2015 Actual Amount	2016 Actual Amount thru 12/31/15	2016 Amended Budget	2016 Adopted Budget	2017 Base Level	2017 Additional Dept Requests	2017 Mayor-Staff Revisions Rnd 1	% Change from 2016 Adopted
Fund 010 - General Fund									
REVENUE									
Department 32 - Community Development									
Activity 5850 - Block Grant Administration									
Other Financing Sources									
010-32-5850 3000	Cash on Hand	.00	.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	.00
	Other Financing Sources Totals	\$0.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	0.00%
	Activity 5850 - Block Grant Administration Totals	\$0.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	0.00%
	Department 32 - Community Development Totals	\$0.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	0.00%
	REVENUE TOTALS	\$0.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	0.00%
EXPENSE									
Department 32 - Community Development									
Activity 5850 - Block Grant Administration									
Contractual Services									
010-32-5850 1327	Residential Rehabilitation	.00	.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	.00
	Contractual Services Totals	\$0.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	0.00%
	Activity 5850 - Block Grant Administration Totals	\$0.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	0.00%
	Department 32 - Community Development Totals	\$0.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	0.00%
	EXPENSE TOTALS	\$0.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	0.00%
	Fund 010 - General Fund Totals	\$0.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	0.00%
	REVENUE TOTALS	\$0.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	0.00%
	EXPENSE TOTALS	\$0.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	0.00%
	Fund 010 - General Fund Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
	Net Grand Totals								
	REVENUE GRAND TOTALS	\$0.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	0.00%
	EXPENSE GRAND TOTALS	\$0.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	0.00%
	Net Grand Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++

FYE2017 BUDGET ACTIVITY NARRATIVE

FUND: 010 General	DEPARTMENT: 32 Community Development	ACTIVITY: 5861 LHAP-Housing Pool
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DEPARTMENT/ACTIVITY DESCRIPTION: The Community Development Board, on behalf of the City, applies for and administers various State and Federal Programs and other small projects. The sources of funding for these programs are various grants and loan payments.

DEPARTMENT/ACTIVITY OBJECTIVES: Develop housing opportunities for low- and moderate-income persons.

PERSONNEL SUMMARY:						
FULL-TIME EQUIVALENT POSITIONS:	CERTIFIED FYE2014	CERTIFIED FYE2015	CERTIFIED FYE2016	PROPOSED FYE2017 *	DEPT REQUEST FYE2017	CERTIFIED FYE2017
TOTAL FULL-TIME EQUIVALENT POSITIONS	0	0	0	0	0	0

* AT CURRENT FYE16 STAFFING LEVEL



Department Proposed Budget Worksheet

Budget Year 2017

G/L Account	Account Description	2015 Actual Amount	2016 Actual Amount thru 12/31/15	2016 Amended Budget	2016 Adopted Budget	2017 Base Level	2017 Additional Dept Requests	2017 Mayor-Staff Revisions Rnd 1	% Change from 2016 Adopted
Fund 010 - General Fund									
REVENUE									
Department 32 - Community Development									
Activity 5861 - LHAP-Housing Pool									
Use Of Money & Property									
010-32-5861 3642	Loan Collections	4,400.04	2,200.02	4,400.00	4,400.00	4,400.00	4,400.00	4,400.00	.00
	<i>Use Of Money & Property Totals</i>	\$4,400.04	\$2,200.02	\$4,400.00	\$4,400.00	\$4,400.00	\$4,400.00	\$4,400.00	0.00%
<i>Other Financing Sources</i>									
010-32-5861 3000	Cash on Hand	.00	.00	26,817.00	26,817.00	26,817.00	31,217.00	31,217.00	16.40
	<i>Other Financing Sources Totals</i>	\$0.00	\$0.00	\$26,817.00	\$26,817.00	\$26,817.00	\$31,217.00	\$31,217.00	16.41%
<div> Comments Account Level 3000 Additional Dept Requests Comment This is the anticipated ending balance on June 30, 2016. </div>									
	Activity 5861 - LHAP-Housing Pool Totals	\$4,400.04	\$2,200.02	\$31,217.00	\$31,217.00	\$31,217.00	\$35,617.00	\$35,617.00	14.09%
	Department 32 - Community Development Totals	\$4,400.04	\$2,200.02	\$31,217.00	\$31,217.00	\$31,217.00	\$35,617.00	\$35,617.00	14.09%
	REVENUE TOTALS	\$4,400.04	\$2,200.02	\$31,217.00	\$31,217.00	\$31,217.00	\$35,617.00	\$35,617.00	14.09%
EXPENSE									
Department 32 - Community Development									
Activity 5861 - LHAP-Housing Pool									
Contractual Services									
010-32-5861 1327	Residential Rehabilitation	.00	.00	31,217.00	31,217.00	31,217.00	35,617.00	35,617.00	14.09
	<i>Contractual Services Totals</i>	\$0.00	\$0.00	\$31,217.00	\$31,217.00	\$31,217.00	\$35,617.00	\$35,617.00	14.09%
<div> Comments Account Level 1327 Additional Dept Requests Comment This is the anticipated ending cash balance on June 30, 2016 plus the additional loan collections in FY2017. </div>									
	Activity 5861 - LHAP-Housing Pool Totals	\$0.00	\$0.00	\$31,217.00	\$31,217.00	\$31,217.00	\$35,617.00	\$35,617.00	14.09%
	Department 32 - Community Development Totals	\$0.00	\$0.00	\$31,217.00	\$31,217.00	\$31,217.00	\$35,617.00	\$35,617.00	14.09%
	EXPENSE TOTALS	\$0.00	\$0.00	\$31,217.00	\$31,217.00	\$31,217.00	\$35,617.00	\$35,617.00	14.09%
	Fund 010 - General Fund Totals								
	REVENUE TOTALS	\$4,400.04	\$2,200.02	\$31,217.00	\$31,217.00	\$31,217.00	\$35,617.00	\$35,617.00	14.09%
	EXPENSE TOTALS	\$0.00	\$0.00	\$31,217.00	\$31,217.00	\$31,217.00	\$35,617.00	\$35,617.00	14.09%
	Fund 010 - General Fund Totals	\$4,400.04	\$2,200.02	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
	Net Grand Totals								
	REVENUE GRAND TOTALS	\$4,400.04	\$2,200.02	\$31,217.00	\$31,217.00	\$31,217.00	\$35,617.00	\$35,617.00	14.09%
	EXPENSE GRAND TOTALS	\$0.00	\$0.00	\$31,217.00	\$31,217.00	\$31,217.00	\$35,617.00	\$35,617.00	14.09%
	Net Grand Totals	\$4,400.04	\$2,200.02	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++

FYE2017 BUDGET ACTIVITY NARRATIVE

FUND: 224 Comm Develop Block Grant **DEPARTMENT:** 32 Community Development **ACTIVITY:** 5850 Block Grant Administration

DEPARTMENT/ACTIVITY DESCRIPTION:

The Community Development Board, on behalf of the City, applies for and administers various Federal and State Programs. The primary source of funding is the Community Development Block Grant Program. The objective of this program is the development of a viable City by providing decent housing and a suitable environment, as well as expanding economic opportunities, principally for low-and moderate-income persons. The other major source of funds are HOME funds which are designated for housing only.

DEPARTMENT/ACTIVITY OBJECTIVES:

Assist in the revitalization of targeted neighborhoods using a wide range of activities.
 Rehabilitate owner-occupied housing units to a standard that is decent, safe and sanitary.
 Improve neighborhood parks located in low-income neighborhoods.
 Administer contract compliance on behalf of the entire City.
 Clear approximately 25 vacant, dilapidated structures.
 Service loans made using Community Development Block Grant funds.
 Seek other federal funding sources on behalf of the City and administer those programs.
 Assist public service agencies which provide services for the City's low-income residents.
 Provide funding for public facilities and improvements in low- to moderate-income census tracts.
 Develop the City's Consolidated Plan for housing and non-housing needs.
 Assist non-profit organizations in developing housing opportunities for low- and moderate-income persons.

PERSONNEL SUMMARY:

FULL-TIME EQUIVALENT POSITIONS:	CERTIFIED FYE2014	CERTIFIED FYE2015	CERTIFIED FYE2016	PROPOSED FYE2017 *	DEPT REQUEST FYE2017	CERTIFIED FYE2017
Director	1	1	1	1	1	
Coordinator ** ^	0.9	0.9	0.6	0.6	0.6	
Rehab Services Manager **	0.2	0.2	1	1	1	
Contracts & Grants Coordinator	1	1	1	1	1	
Secretary	1	1	1	1	1	
Bookkeeper **	0.2	0.2	1	1	1	
Rehab Specialist **	1	1	2	2	2	
Project Specialist	1	1	1	1	1	
CPD Director	0.1	0.1	0.1	0.1	0.1	
TOTAL FULL-TIME EQUIVALENT POSITIONS	6.4	6.4	8.7	8.7	8.7	0

* AT CURRENT FYE16 STAFFING LEVEL

** Portion of these positions previously charged to the Lead Grant have been moved to this activity since no lead grant funding was received for FY2016 (2.7 FTEs total)

^ 40% of this position budgeted under the Block Grant Home-Federal activity as of FY2016



Department Proposed Budget Worksheet

Budget Year 2017

G/L Account	Account Description	2015 Actual Amount	2016 Actual Amount thru 12/31/15	2016 Amended Budget	2016 Adopted Budget	2017 Base Level	2017 Additional Dept Requests	2017 Mayor-Staff Revisions Rnd 1	% Change from 2016 Adopted
Fund 224 - Community Develop Block Grant									
REVENUE									
Department 32 - Community Development									
Activity 5850 - Block Grant Administration									
Federal Grants & Reimbursements									
224-32-5850 3350	Federal Grant	1,035,721.20	639,162.03	1,800,000.00	1,800,000.00	1,813,777.00	1,813,777.00	1,813,777.00	.76
	Federal Grants & Reimbursements Totals	\$1,035,721.20	\$639,162.03	\$1,800,000.00	\$1,800,000.00	\$1,813,777.00	\$1,813,777.00	\$1,813,777.00	0.77%
Comments									
Account	Level	Comment							
Charges for Fees & Service									
224-32-5850 3380	Program Income	811.32	2,028.64	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	.00
224-32-5850 3381	Personal Rehabilitation Funds	15,332.45	4,781.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	.00
224-32-5850 3630	Plans & Specifications Fees	30.00	.00	.00	.00	.00	.00	.00	.00
224-32-5850 3721	Service Charges	357.00	7.00	.00	.00	.00	.00	.00	.00
224-32-5850 3873	Reimbursement for Service	8,700.00	.00	.00	.00	.00	.00	.00	.00
	Charges for Fees & Service Totals	\$25,230.77	\$6,816.64	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	0.00%
Refunds									
224-32-5850 3722	Refunds	925.00	24,258.00	.00	.00	.00	.00	.00	.00
	Refunds Totals	\$925.00	\$24,258.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
Activity 5850 - Block Grant Administration Totals		\$1,061,876.97	\$670,236.67	\$1,815,000.00	\$1,815,000.00	\$1,828,777.00	\$1,828,777.00	\$1,828,777.00	0.76%
Department 32 - Community Development Totals		\$1,061,876.97	\$670,236.67	\$1,815,000.00	\$1,815,000.00	\$1,828,777.00	\$1,828,777.00	\$1,828,777.00	0.76%
REVENUE TOTALS		\$1,061,876.97	\$670,236.67	\$1,815,000.00	\$1,815,000.00	\$1,828,777.00	\$1,828,777.00	\$1,828,777.00	0.76%
EXPENSE									
Department 32 - Community Development									
Activity 5850 - Block Grant Administration									
Personal Services - Salaries & Benefits									
224-32-5850 1111	Salaries - Regular	239,650.09	143,990.64	471,387.00	471,387.00	483,648.00	483,648.00	483,648.00	2.60
224-32-5850 1113	Longevity Pay	3,275.19	1,738.18	5,775.00	5,775.00	4,660.00	4,660.00	4,660.00	(19.30)
224-32-5850 1121	FICA - City Contribution	18,534.43	11,817.37	36,808.00	36,808.00	37,712.00	37,712.00	37,712.00	2.45
224-32-5850 1122	IPERS - City Contribution	21,695.72	13,013.67	42,609.00	42,609.00	43,605.00	43,605.00	43,605.00	2.33
224-32-5850 1123	Life & Disability Insurance	2,478.36	1,133.31	3,290.00	3,290.00	3,371.00	3,371.00	3,371.00	2.46
224-32-5850 1128	Retirement Pay	.00	6,466.68	6,467.00	.00	.00	.00	.00	.00
224-32-5850 1130	Employee Benefit Reimbursement	3,628.97	4,601.32	4,602.00	4,000.00	4,650.00	4,650.00	4,650.00	16.25



Department Proposed Budget Worksheet

Budget Year 2017

G/L Account	Account Description	2015 Actual Amount	2016 Actual Amount thru 12/31/15	2016 Amended Budget	2016 Adopted Budget	2017 Base Level	2017 Additional Dept Requests	2017 Mayor-Staff Revisions Rnd 1	% Change from 2016 Adopted
Fund 224 - Community Develop Block Grant									
EXPENSE									
Department 32 - Community Development									
Activity 5850 - Block Grant Administration									
Personal Services - Salaries & Benefits									
224-32-5850 1131	Health Insurance	89,298.00	44,649.00	125,682.00	125,682.00	125,682.00	125,682.00	125,682.00	.00
	Personal Services - Salaries & Benefits Totals	\$378,560.76	\$227,410.17	\$696,620.00	\$689,551.00	\$703,328.00	\$703,328.00	\$703,328.00	2.00%
Comments									
Account	Level	Comment							
Contractual Services									
224-32-5850 1301	Temp Agency Services	30,752.20	16,113.98	34,931.00	.00	.00	.00	.00	.00
224-32-5850 1313	Legal Services	888.75	326.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	.00
224-32-5850 1317	Audit Expense	3,420.00	.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	.00
224-32-5850 1327	Residential Rehabilitation	439,161.00	244,418.48	655,449.00	682,449.00	682,449.00	682,449.00	682,449.00	.00
224-32-5850 1342	Local Transportation	.00	.00	100.00	100.00	100.00	100.00	100.00	.00
224-32-5850 1343	Postage & Mailing Expense	1,369.75	644.95	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	.00
224-32-5850 1344	Telephone & Fax Expense	985.83	496.53	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	.00
224-32-5850 1346	Travel - Professional Training	5,631.92	2,639.64	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00	.00
224-32-5850 1351	Advertising Expense	1,448.81	21.34	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	.00
224-32-5850 1371	Building & Grounds Maintenance	5,360.40	.00	6,700.00	6,700.00	6,700.00	6,700.00	6,700.00	.00
224-32-5850 1375	Automotive Equip Repair & Maintenance	23.90	11.95	200.00	200.00	200.00	200.00	200.00	.00
224-32-5850 1376	Office Equipment Repair & Maintenance	.00	.00	500.00	500.00	500.00	500.00	500.00	.00
224-32-5850 1379	Interim Assistance	124,751.78	92,712.00	150,000.00	150,000.00	150,000.00	150,000.00	150,000.00	.00
224-32-5850 1391	Dues & Memberships	952.00	515.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	.00
224-32-5850 1392	Subscriptions	266.20	138.86	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	.00
224-32-5850 1393	Contributions & Subsidies	100,447.99	14,453.33	135,000.00	150,000.00	150,000.00	150,000.00	150,000.00	.00
224-32-5850 1396	Property Demolition	1,847.50	6,835.00	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	.00
	Contractual Services Totals	\$717,308.03	\$379,327.06	\$1,056,380.00	\$1,063,449.00	\$1,063,449.00	\$1,063,449.00	\$1,063,449.00	0.00%
Commodities									
224-32-5850 1516	Minor Computer Equipment	.00	.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	.00
224-32-5850 1520	Computer Software	316.67	875.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	.00
224-32-5850 1533	Fuel Expense	208.25	103.33	500.00	500.00	500.00	500.00	500.00	.00
224-32-5850 1547	Oils & Greases	.00	.00	100.00	100.00	100.00	100.00	100.00	.00
224-32-5850 1561	Office Supplies & Minor Equipment	7,119.15	2,860.66	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	.00



Department Proposed Budget Worksheet

Budget Year 2017

G/L Account	Account Description	2015 Actual Amount	2016 Actual Amount thru 12/31/15	2016 Amended Budget	2016 Adopted Budget	2017 Base Level	2017 Additional Dept Requests	2017 Mayor-Staff Revisions Rnd 1	% Change from 2016 Adopted
Fund 224 - Community Develop Block Grant									
EXPENSE									
Department 32 - Community Development									
Activity 5850 - Block Grant Administration									
Commodities									
224-32-5850 1569	Vehicle Replacement Parts	.00	.00	200.00	200.00	200.00	200.00	200.00	.00
224-32-5850 1571	Machinery & Equipment Replacement Parts	.00	.00	200.00	200.00	200.00	200.00	200.00	.00
	Commodities Totals	\$7,644.07	\$3,838.99	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	0.00%
Capital Outlay									
224-32-5850 2151	Building Construction	.00	47,181.10	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	.00
	Capital Outlay Totals	\$0.00	\$47,181.10	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	0.00%
Activity 5850 - Block Grant Administration Totals		\$1,103,512.86	\$657,757.32	\$1,815,000.00	\$1,815,000.00	\$1,828,777.00	\$1,828,777.00	\$1,828,777.00	0.76%
Department 32 - Community Development Totals		\$1,103,512.86	\$657,757.32	\$1,815,000.00	\$1,815,000.00	\$1,828,777.00	\$1,828,777.00	\$1,828,777.00	0.76%
	EXPENSE TOTALS	\$1,103,512.86	\$657,757.32	\$1,815,000.00	\$1,815,000.00	\$1,828,777.00	\$1,828,777.00	\$1,828,777.00	0.76%
Fund 224 - Community Develop Block Grant Totals									
	REVENUE TOTALS	\$1,061,876.97	\$670,236.67	\$1,815,000.00	\$1,815,000.00	\$1,828,777.00	\$1,828,777.00	\$1,828,777.00	0.76%
	EXPENSE TOTALS	\$1,103,512.86	\$657,757.32	\$1,815,000.00	\$1,815,000.00	\$1,828,777.00	\$1,828,777.00	\$1,828,777.00	0.76%
Fund 224 - Community Develop Block Grant Totals		(\$41,635.89)	\$12,479.35	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
Net Grand Totals									
	REVENUE GRAND TOTALS	\$1,061,876.97	\$670,236.67	\$1,815,000.00	\$1,815,000.00	\$1,828,777.00	\$1,828,777.00	\$1,828,777.00	0.76%
	EXPENSE GRAND TOTALS	\$1,103,512.86	\$657,757.32	\$1,815,000.00	\$1,815,000.00	\$1,828,777.00	\$1,828,777.00	\$1,828,777.00	0.76%
	Net Grand Totals	(\$41,635.89)	\$12,479.35	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++

FYE2017 BUDGET ACTIVITY NARRATIVE

FUND:	224 Comm Develop Block Grant	DEPARTMENT:	32 Community Development	ACTIVITY:	5851 HUD EDI
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DEPARTMENT/ACTIVITY DESCRIPTION:
The Community Development Board, on behalf of the City, applies for and administers various Federal and State Programs. The primary source of funding for this activity is Economic Development Initiative grants. The objective for this activity is energy efficiency improvements to homes and demolition of the Chamberlain site.
This grant was completed as of September 30, 2015.

DEPARTMENT/ACTIVITY OBJECTIVES:
Assist in the revitalization of the Brownfields neighborhood through housing rehabilitation, demolition and acquisition of properties.
Assist with the demolition of the Chamberlain facility.

PERSONNEL SUMMARY:						
FULL-TIME EQUIVALENT POSITIONS:	CERTIFIED FYE2014	CERTIFIED FYE2015	CERTIFIED FYE2016	PROPOSED FYE2017 *	DEPT REQUEST FYE2017	CERTIFIED FYE2017
TOTAL FULL-TIME EQUIVALENT POSITIONS	0	0	0	0	0	0

* AT CURRENT FYE16 STAFFING LEVEL



Department Proposed Budget Worksheet

Budget Year 2017

G/L Account	Account Description	2015 Actual Amount	2016 Actual Amount thru 12/31/15	2016 Amended Budget	2016 Adopted Budget	2017 Base Level	2017 Additional Dept Requests	2017 Mayor-Staff Revisions Rnd 1	% Change from 2016 Adopted
Fund 224 - Community Develop Block Grant									
REVENUE									
Department 32 - Community Development									
Activity 5851 - HUD EDI									
Federal Grants & Reimbursements									
224-32-5851 3350	Federal Grant	107,082.70	98,937.67	100,000.00	50,000.00	.00	.00	.00	(100.00)
	Federal Grants & Reimbursements Totals	\$107,082.70	\$98,937.67	\$100,000.00	\$50,000.00	\$0.00	\$0.00	\$0.00	(100.00%)
Comments									
Account	Level	Comment							
3350	Additional Dept Requests	Grants ended in Sep 2015							
Charges for Fees & Service									
224-32-5851 3381	Personal Rehabilitation Funds	1,058.00	4,660.00	.00	.00	.00	.00	.00	.00
	Charges for Fees & Service Totals	\$1,058.00	\$4,660.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
Refunds									
224-32-5851 3722	Refunds	2,495.00	.00	.00	.00	.00	.00	.00	.00
	Refunds Totals	\$2,495.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
	Activity 5851 - HUD EDI Totals	\$110,635.70	\$103,597.67	\$100,000.00	\$50,000.00	\$0.00	\$0.00	\$0.00	(100.00%)
	Department 32 - Community Development Totals	\$110,635.70	\$103,597.67	\$100,000.00	\$50,000.00	\$0.00	\$0.00	\$0.00	(100.00%)
	REVENUE TOTALS	\$110,635.70	\$103,597.67	\$100,000.00	\$50,000.00	\$0.00	\$0.00	\$0.00	(100.00%)
EXPENSE									
Department 32 - Community Development									
Activity 5851 - HUD EDI									
Personal Services - Salaries & Benefits									
224-32-5851 1111	Salaries - Regular	27,112.58	7,122.32	1,000.00	1,000.00	.00	.00	.00	(100.00)
224-32-5851 1113	Longevity Pay	459.90	113.09	100.00	100.00	.00	.00	.00	(100.00)
224-32-5851 1121	FICA - City Contribution	2,077.81	543.56	200.00	200.00	.00	.00	.00	(100.00)
224-32-5851 1122	IPERS - City Contribution	2,462.22	646.11	200.00	200.00	.00	.00	.00	(100.00)
	Personal Services - Salaries & Benefits Totals	\$32,112.51	\$8,425.08	\$1,500.00	\$1,500.00	\$0.00	\$0.00	\$0.00	(100.00%)
Comments									
Account	Level	Comment							
1111	Additional Dept Requests	Grants ended in Sep 2015							
Contractual Services									
224-32-5851 1313	Legal Services	29.00	65.00	50.00	50.00	.00	.00	.00	(100.00)
224-32-5851 1327	Residential Rehabilitation	61,563.00	73,417.52	80,000.00	30,000.00	.00	.00	.00	(100.00)
224-32-5851 1390	Other Contractual Services	500.00	.00	1,000.00	1,000.00	.00	.00	.00	(100.00)



Department Proposed Budget Worksheet

Budget Year 2017

G/L Account	Account Description	2015 Actual Amount	2016 Actual Amount thru 12/31/15	2016 Amended Budget	2016 Adopted Budget	2017 Base Level	2017 Additional Dept Requests	2017 Mayor-Staff Revisions Rnd 1	% Change from 2016 Adopted
Fund 224 - Community Develop Block Grant									
EXPENSE									
Department 32 - Community Development									
Activity 5851 - HUD EDI									
Contractual Services									
224-32-5851 1396	Property Demolition	29,247.45	.00	17,450.00	17,450.00	.00	.00	.00	(100.00%)
	Contractual Services Totals	\$91,339.45	\$73,482.52	\$98,500.00	\$48,500.00	\$0.00	\$0.00	\$0.00	(100.00%)
Comments									
Account	Level	Comment							
Commodities									
224-32-5851 1785	Refund Payments	.00	750.00	.00	.00	.00	.00	.00	.00
	Commodities Totals	\$0.00	\$750.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
Activity 5851 - HUD EDI Totals		\$123,451.96	\$82,657.60	\$100,000.00	\$50,000.00	\$0.00	\$0.00	\$0.00	(100.00%)
Department 32 - Community Development Totals		\$123,451.96	\$82,657.60	\$100,000.00	\$50,000.00	\$0.00	\$0.00	\$0.00	(100.00%)
	EXPENSE TOTALS	\$123,451.96	\$82,657.60	\$100,000.00	\$50,000.00	\$0.00	\$0.00	\$0.00	(100.00%)
Fund 224 - Community Develop Block Grant Totals									
	REVENUE TOTALS	\$110,635.70	\$103,597.67	\$100,000.00	\$50,000.00	\$0.00	\$0.00	\$0.00	(100.00%)
	EXPENSE TOTALS	\$123,451.96	\$82,657.60	\$100,000.00	\$50,000.00	\$0.00	\$0.00	\$0.00	(100.00%)
Fund 224 - Community Develop Block Grant Totals		(\$12,816.26)	\$20,940.07	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
	Net Grand Totals								
	REVENUE GRAND TOTALS	\$110,635.70	\$103,597.67	\$100,000.00	\$50,000.00	\$0.00	\$0.00	\$0.00	(100.00%)
	EXPENSE GRAND TOTALS	\$123,451.96	\$82,657.60	\$100,000.00	\$50,000.00	\$0.00	\$0.00	\$0.00	(100.00%)
	Net Grand Totals	(\$12,816.26)	\$20,940.07	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++

FYE2017 BUDGET ACTIVITY NARRATIVE

FUND:	224 Comm Develop Block Grant	DEPARTMENT:	32 Community Development	ACTIVITY:	5854 New Construction
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DEPARTMENT/ACTIVITY DESCRIPTION: <p>The Community Development Board, on behalf of the City, applies for and administers various Federal and State Programs. The source of funding for this program is through the Iowa Economic Development Authority using Supplemental CDBG funds allocated as a result of the disasters of 2008. The remaining funds for this activity are for a multi-family housing project.</p>

DEPARTMENT/ACTIVITY OBJECTIVES: <p>Monitor and administer the Multi-Family project by providing reimbursement funding.</p>
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PERSONNEL SUMMARY:						
FULL-TIME EQUIVALENT POSITIONS:	CERTIFIED FYE2014	CERTIFIED FYE2015	CERTIFIED FYE2016	PROPOSED FYE2017 *	DEPT REQUEST FYE2017	CERTIFIED FYE2017
TOTAL FULL-TIME EQUIVALENT POSITIONS	0	0	0	0	0	0

* AT CURRENT FYE16 STAFFING LEVEL



Department Proposed Budget Worksheet

Budget Year 2017

G/L Account	Account Description	2015 Actual Amount	2016 Actual Amount thru 12/31/15	2016 Amended Budget	2016 Adopted Budget	2017 Base Level	2017 Additional Dept Requests	2017 Mayor-Staff Revisions Rnd 1	% Change from 2016 Adopted
Fund 224 - Community Develop Block Grant									
REVENUE									
Department 32 - Community Development									
Activity 5854 - New Construction									
Federal Grants & Reimbursements									
224-32-5854 3373	Federal Pass-Thru From Iowa	463,873.00	50,115.00	3,711,224.00	.00	.00	3,000,000.00	3,000,000.00	.00
	<i>Federal Grants & Reimbursements Totals</i>	<i>\$463,873.00</i>	<i>\$50,115.00</i>	<i>\$3,711,224.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$3,000,000.00</i>	<i>\$3,000,000.00</i>	<i>+++</i>
<div> Comments Account Level 3373 Additional Dept Requests Comment Anticipated revenue from the State of Iowa in FY2017 for the multi-family project. </div>									
Refunds									
224-32-5854 3722	Refunds	72,000.00	.00	.00	.00	.00	.00	.00	.00
	<i>Refunds Totals</i>	<i>\$72,000.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>+++</i>
	Activity 5854 - New Construction Totals	\$535,873.00	\$50,115.00	\$3,711,224.00	\$0.00	\$0.00	\$3,000,000.00	\$3,000,000.00	+++
	Department 32 - Community Development Totals	\$535,873.00	\$50,115.00	\$3,711,224.00	\$0.00	\$0.00	\$3,000,000.00	\$3,000,000.00	+++
	REVENUE TOTALS	\$535,873.00	\$50,115.00	\$3,711,224.00	\$0.00	\$0.00	\$3,000,000.00	\$3,000,000.00	+++
EXPENSE									
Department 32 - Community Development									
Activity 5854 - New Construction									
Personal Services - Salaries & Benefits									
224-32-5854 1111	Salaries - Regular	14,103.08	4,076.93	50,224.00	.00	.00	12,000.00	12,000.00	.00
224-32-5854 1113	Longevity Pay	237.86	69.92	.00	.00	.00	500.00	500.00	.00
224-32-5854 1121	FICA - City Contribution	1,075.30	312.48	4,000.00	.00	.00	1,000.00	1,000.00	.00
224-32-5854 1122	IPERS - City Contribution	1,277.19	370.31	5,000.00	.00	.00	1,100.00	1,100.00	.00
	<i>Personal Services - Salaries & Benefits Totals</i>	<i>\$16,693.43</i>	<i>\$4,829.64</i>	<i>\$59,224.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$14,600.00</i>	<i>\$14,600.00</i>	<i>+++</i>
<div> Comments Account Level 1111 Additional Dept Requests Comment Anticipated expenditures for the multi-family project with IEDA funding. </div>									
Contractual Services									
224-32-5854 1313	Legal Services	100.00	.00	2,000.00	.00	.00	200.00	200.00	.00
224-32-5854 1390	Other Contractual Services	757.60	68,719.58	3,650,000.00	.00	.00	2,985,200.00	2,985,200.00	.00
	<i>Contractual Services Totals</i>	<i>\$857.60</i>	<i>\$68,719.58</i>	<i>\$3,652,000.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$2,985,400.00</i>	<i>\$2,985,400.00</i>	<i>+++</i>
Commodities									
224-32-5854 1706	Housing Assistance Payments	405,644.05	.00	.00	.00	.00	.00	.00	.00
	<i>Commodities Totals</i>	<i>\$405,644.05</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>+++</i>



Department Proposed Budget Worksheet

Budget Year 2017

G/L Account	Account Description	2015 Actual Amount	2016 Actual Amount thru 12/31/15	2016 Amended Budget	2016 Adopted Budget	2017 Base Level	2017 Additional Dept Requests	2017 Mayor-Staff Revisions Rnd 1	% Change from 2016 Adopted
Fund 224 - Community Develop Block Grant									
EXPENSE									
Department 32 - Community Development									
Activity 5854 - New Construction Totals		\$423,195.08	\$73,549.22	\$3,711,224.00	\$0.00	\$0.00	\$3,000,000.00	\$3,000,000.00	+++
Department 32 - Community Development Totals		\$423,195.08	\$73,549.22	\$3,711,224.00	\$0.00	\$0.00	\$3,000,000.00	\$3,000,000.00	+++
EXPENSE TOTALS		\$423,195.08	\$73,549.22	\$3,711,224.00	\$0.00	\$0.00	\$3,000,000.00	\$3,000,000.00	+++
Fund 224 - Community Develop Block Grant Totals									
REVENUE TOTALS		\$535,873.00	\$50,115.00	\$3,711,224.00	\$0.00	\$0.00	\$3,000,000.00	\$3,000,000.00	+++
EXPENSE TOTALS		\$423,195.08	\$73,549.22	\$3,711,224.00	\$0.00	\$0.00	\$3,000,000.00	\$3,000,000.00	+++
Fund 224 - Community Develop Block Grant Totals		\$112,677.92	(\$23,434.22)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
Net Grand Totals									
REVENUE GRAND TOTALS		\$535,873.00	\$50,115.00	\$3,711,224.00	\$0.00	\$0.00	\$3,000,000.00	\$3,000,000.00	+++
EXPENSE GRAND TOTALS		\$423,195.08	\$73,549.22	\$3,711,224.00	\$0.00	\$0.00	\$3,000,000.00	\$3,000,000.00	+++
Net Grand Totals		\$112,677.92	(\$23,434.22)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++

FYE2017 BUDGET ACTIVITY NARRATIVE

FUND:	224 Comm Develop Block Grant	DEPARTMENT:	32 Community Development	ACTIVITY:	5870 Block Grant Home-Federal
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DEPARTMENT/ACTIVITY DESCRIPTION:

The Community Development Board, on behalf of the City, applies for and administers various Federal and State Programs. The objective of this program is the development of a viable City by providing decent housing and a suitable environment for low- and moderate-income persons.

DEPARTMENT/ACTIVITY OBJECTIVES:

Assist in the revitalization of targeted neighborhoods using a wide range of activities.

Provide about 40 home ownership opportunities to low- and moderate-income persons through programs such as:

- 1.) new housing construction;
- 2.) down-payment assistance; and
- 3.) rehabilitation of owner-occupied homes for low- and moderate-income persons.

Assist Community Housing Development Organizations in providing housing opportunities for low-income persons.

Assist non-profit organizations in developing housing opportunities for low-income persons.

Assist for-profit organizations in developing housing opportunities for low-income persons.

PERSONNEL SUMMARY:

FULL-TIME EQUIVALENT POSITIONS:	CERTIFIED FYE2014	CERTIFIED FYE2015	CERTIFIED FYE2016	PROPOSED FYE2017 *	DEPT REQUEST FYE2017	CERTIFIED FYE2017
Coordinator	0	0	0.4	0.4	0.4	
TOTAL FULL-TIME EQUIVALENT POSITIONS	0	0	0.4	0.4	0.4	0

* AT CURRENT FYE16 STAFFING LEVEL



Department Proposed Budget Worksheet

Budget Year 2017

G/L Account	Account Description	2015 Actual Amount	2016 Actual Amount thru 12/31/15	2016 Amended Budget	2016 Adopted Budget	2017 Base Level	2017 Additional Dept Requests	2017 Mayor-Staff Revisions Rnd 1	% Change from 2016 Adopted
Fund 224 - Community Develop Block Grant									
REVENUE									
Department 32 - Community Development									
Activity 5870 - Block Grant Home-Federal									
Federal Grants & Reimbursements									
224-32-5870 3350	Federal Grant	577,248.02	204,889.40	700,000.00	700,000.00	700,000.00	700,000.00	700,000.00	.00
	<i>Federal Grants & Reimbursements Totals</i>	<i>\$577,248.02</i>	<i>\$204,889.40</i>	<i>\$700,000.00</i>	<i>\$700,000.00</i>	<i>\$700,000.00</i>	<i>\$700,000.00</i>	<i>\$700,000.00</i>	<i>0.00%</i>
	<i>Charges for Fees & Service</i>								
224-32-5870 3380	Program Income	18,746.36	25,717.72	13,000.00	13,000.00	13,000.00	13,000.00	13,000.00	.00
224-32-5870 3381	Personal Rehabilitation Funds	1,952.00	16,046.64	.00	.00	.00	.00	.00	.00
	<i>Charges for Fees & Service Totals</i>	<i>\$20,698.36</i>	<i>\$41,764.36</i>	<i>\$13,000.00</i>	<i>\$13,000.00</i>	<i>\$13,000.00</i>	<i>\$13,000.00</i>	<i>\$13,000.00</i>	<i>0.00%</i>
	<i>Refunds</i>								
224-32-5870 3722	Refunds	7,972.50	2,301.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	.00
	<i>Refunds Totals</i>	<i>\$7,972.50</i>	<i>\$2,301.00</i>	<i>\$4,000.00</i>	<i>\$4,000.00</i>	<i>\$4,000.00</i>	<i>\$4,000.00</i>	<i>\$4,000.00</i>	<i>0.00%</i>
	Activity 5870 - Block Grant Home-Federal Totals	\$605,918.88	\$248,954.76	\$717,000.00	\$717,000.00	\$717,000.00	\$717,000.00	\$717,000.00	0.00%
	Department 32 - Community Development Totals	\$605,918.88	\$248,954.76	\$717,000.00	\$717,000.00	\$717,000.00	\$717,000.00	\$717,000.00	0.00%
	REVENUE TOTALS	\$605,918.88	\$248,954.76	\$717,000.00	\$717,000.00	\$717,000.00	\$717,000.00	\$717,000.00	0.00%
EXPENSE									
Department 32 - Community Development									
Activity 5870 - Block Grant Home-Federal									
Personal Services - Salaries & Benefits									
224-32-5870 1111	Salaries - Regular	46,005.21	24,608.05	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	.00
224-32-5870 1113	Longevity Pay	714.87	450.60	600.00	600.00	600.00	600.00	600.00	.00
224-32-5870 1121	FICA - City Contribution	3,519.87	1,890.86	2,341.00	2,341.00	2,341.00	2,341.00	2,341.00	.00
224-32-5870 1122	IPERS - City Contribution	4,172.44	2,237.71	2,733.00	2,733.00	2,733.00	2,733.00	2,733.00	.00
224-32-5870 1123	Life & Disability Insurance	232.80	119.88	160.00	160.00	160.00	160.00	160.00	.00
224-32-5870 1131	Health Insurance	3,498.00	1,749.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	.00
	<i>Personal Services - Salaries & Benefits Totals</i>	<i>\$58,143.19</i>	<i>\$31,056.10</i>	<i>\$38,834.00</i>	<i>\$38,834.00</i>	<i>\$38,834.00</i>	<i>\$38,834.00</i>	<i>\$38,834.00</i>	<i>0.00%</i>
	<i>Contractual Services</i>								
224-32-5870 1313	Legal Services	1,066.50	202.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	.00
224-32-5870 1327	Residential Rehabilitation	344,086.00	69,920.63	543,291.00	564,166.00	564,166.00	552,666.00	552,666.00	(2.03)
224-32-5870 1346	Travel - Professional Training	884.45	324.21	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	.00
224-32-5870 1351	Advertising Expense	.00	.00	.00	.00	.00	500.00	500.00	.00
224-32-5870 1371	Building & Grounds Maintenance	595.59	.00	.00	.00	.00	.00	.00	.00



Department Proposed Budget Worksheet

Budget Year 2017

G/L Account	Account Description	2015 Actual Amount	2016 Actual Amount thru 12/31/15	2016 Amended Budget	2016 Adopted Budget	2017 Base Level	2017 Additional Dept Requests	2017 Mayor-Staff Revisions Rnd 1	% Change from 2016 Adopted
Fund 224 - Community Develop Block Grant									
EXPENSE									
Department 32 - Community Development									
Activity 5870 - Block Grant Home-Federal									
Contractual Services									
224-32-5870 1393	Contributions & Subsidies	190,199.31	93,813.39	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00	.00
	Contractual Services Totals	\$536,831.85	\$164,260.23	\$647,291.00	\$668,166.00	\$668,166.00	\$657,166.00	\$657,166.00	(1.65%)
Commodities									
224-32-5870 1520	Computer Software	.00	875.00	875.00	.00	.00	1,000.00	1,000.00	.00
224-32-5870 1561	Office Supplies & Minor Equipment	500.00	.00	.00	.00	.00	.00	.00	.00
224-32-5870 1706	Housing Assistance Payments	7,000.00	11,572.00	30,000.00	10,000.00	10,000.00	20,000.00	20,000.00	100.00
224-32-5870 1785	Refund Payments	6,000.00	.00	.00	.00	.00	.00	.00	.00
	Commodities Totals	\$13,500.00	\$12,447.00	\$30,875.00	\$10,000.00	\$10,000.00	\$21,000.00	\$21,000.00	110.00%
Activity 5870 - Block Grant Home-Federal Totals		\$608,475.04	\$207,763.33	\$717,000.00	\$717,000.00	\$717,000.00	\$717,000.00	\$717,000.00	0.00%
Department 32 - Community Development Totals		\$608,475.04	\$207,763.33	\$717,000.00	\$717,000.00	\$717,000.00	\$717,000.00	\$717,000.00	0.00%
EXPENSE TOTALS		\$608,475.04	\$207,763.33	\$717,000.00	\$717,000.00	\$717,000.00	\$717,000.00	\$717,000.00	0.00%
Fund 224 - Community Develop Block Grant Totals									
REVENUE TOTALS		\$605,918.88	\$248,954.76	\$717,000.00	\$717,000.00	\$717,000.00	\$717,000.00	\$717,000.00	0.00%
EXPENSE TOTALS		\$608,475.04	\$207,763.33	\$717,000.00	\$717,000.00	\$717,000.00	\$717,000.00	\$717,000.00	0.00%
Fund 224 - Community Develop Block Grant Totals		(\$2,556.16)	\$41,191.43	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
Net Grand Totals									
REVENUE GRAND TOTALS		\$605,918.88	\$248,954.76	\$717,000.00	\$717,000.00	\$717,000.00	\$717,000.00	\$717,000.00	0.00%
EXPENSE GRAND TOTALS		\$608,475.04	\$207,763.33	\$717,000.00	\$717,000.00	\$717,000.00	\$717,000.00	\$717,000.00	0.00%
Net Grand Totals		(\$2,556.16)	\$41,191.43	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++

FYE2017 BUDGET ACTIVITY NARRATIVE

FUND:	224 Comm Develop Block Grant	DEPARTMENT:	32 Community Development	ACTIVITY:	6800 Neighborhood Services
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DEPARTMENT/ACTIVITY DESCRIPTION:

As part of the RENEW Waterloo Initiative, Neighborhood Services' mission is to improve the quality of life in Waterloo by supporting and enabling neighborhood associations to initiate and maintain improvements in the city's neighborhoods through a proactive partnership of government commitment and civic responsibility. Our overall goal is to enable Waterloo residents to continue making our neighborhoods better places to live, and help promote a working relationship with the City of Waterloo.

DEPARTMENT/ACTIVITY OBJECTIVES:

Empowerment: The empowerment of neighborhood associations through their involvement with local government, faith based organizations, non-profits and for-profit businesses

Education: Increased community education of events and development through scheduled radio programs, designated newspaper articles, newsletters, recognized neighborhood/public forums, and participation in individual Neighborhood Association meetings and website development. Our primary partners in this endeavor include but are not limited to: Waterloo Housing Partnership, University of Northern Iowa, First Judicial District, Iowa State Extension-4H, Waterloo Neighborhood Coalition, 31 recognized Neighborhood Associations, Cedar Valley Promise, Jesse Cosby Center, American Red Cross and Community Foundation.

Networking: Community building through the development of "social capital" that encourages interaction, asset mapping and the building of strong communities. Through these endeavors, low to moderate income neighborhoods will be provided with enabling services that will improve their overall "Quality of Life."

PERSONNEL SUMMARY:

FULL-TIME EQUIVALENT POSITIONS:	CERTIFIED FYE2014	CERTIFIED FYE2015	CERTIFIED FYE2016	PROPOSED FYE2017 *	DEPT REQUEST FYE2017	CERTIFIED FYE2017
Coordinator	1	1	1	1	1	
TOTAL FULL-TIME EQUIVALENT POSITIONS	1	1	1	1	1	0

* AT CURRENT FYE16 STAFFING LEVEL



Department Proposed Budget Worksheet

Budget Year 2017

G/L Account	Account Description	2015 Actual Amount	2016 Actual Amount thru 12/31/15	2016 Amended Budget	2016 Adopted Budget	2017 Base Level	2017 Additional Dept Requests	2017 Mayor-Staff Revisions Rnd 1	% Change from 2016 Adopted
Fund 224 - Community Develop Block Grant									
REVENUE									
Department 32 - Community Development									
Activity 6800 - Neighborhood Services									
<i>Federal Grants & Reimbursements</i>									
224-32-6800 3350	Federal Grant	76,423.70	40,334.11	85,553.00	85,553.00	87,443.00	87,443.00	87,443.00	2.20
	<i>Federal Grants & Reimbursements Totals</i>	\$76,423.70	\$40,334.11	\$85,553.00	\$85,553.00	\$87,443.00	\$87,443.00	\$87,443.00	2.21%
<i>Comments</i>									
	<i>Account Level Comment</i>								
<i>Charges for Fees & Service</i>									
224-32-6800 3873	Reimbursement for Service	36.50	.00	.00	.00	.00	.00	.00	.00
	<i>Charges for Fees & Service Totals</i>	\$36.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
Activity 6800 - Neighborhood Services Totals		\$76,460.20	\$40,334.11	\$85,553.00	\$85,553.00	\$87,443.00	\$87,443.00	\$87,443.00	2.21%
Department 32 - Community Development Totals		\$76,460.20	\$40,334.11	\$85,553.00	\$85,553.00	\$87,443.00	\$87,443.00	\$87,443.00	2.21%
	REVENUE TOTALS	\$76,460.20	\$40,334.11	\$85,553.00	\$85,553.00	\$87,443.00	\$87,443.00	\$87,443.00	2.21%
EXPENSE									
Department 32 - Community Development									
Activity 6800 - Neighborhood Services									
<i>Personal Services - Salaries & Benefits</i>									
224-32-6800 1111	Salaries - Regular	58,332.18	28,001.31	64,730.00	64,730.00	66,290.00	66,290.00	66,290.00	2.41
224-32-6800 1113	Longevity Pay	780.69	377.62	910.00	910.00	960.00	960.00	960.00	5.49
224-32-6800 1121	FICA - City Contribution	4,529.71	2,155.44	5,059.00	5,059.00	5,183.00	5,183.00	5,183.00	2.45
224-32-6800 1122	IPERS - City Contribution	5,278.88	2,534.28	5,862.00	5,862.00	6,005.00	6,005.00	6,005.00	2.43
224-32-6800 1123	Life & Disability Insurance	439.08	226.32	452.00	452.00	465.00	465.00	465.00	2.87
224-32-6800 1130	Employee Benefit Reimbursement	486.77	.00	500.00	500.00	500.00	500.00	500.00	.00
224-32-6800 1131	Health Insurance	6,996.00	3,498.00	6,990.00	6,990.00	6,990.00	6,990.00	6,990.00	.00
	<i>Personal Services - Salaries & Benefits Totals</i>	\$76,843.31	\$36,792.97	\$84,503.00	\$84,503.00	\$86,393.00	\$86,393.00	\$86,393.00	2.24%
<i>Comments</i>									
	<i>Account Level Comment</i>								
<i>Contractual Services</i>									
224-32-6800 1343	Postage & Mailing Expense	.00	.75	50.00	50.00	50.00	50.00	50.00	.00
224-32-6800 1371	Building & Grounds Maintenance	589.53	.00	.00	.00	.00	.00	.00	.00
	<i>Contractual Services Totals</i>	\$589.53	\$0.75	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	0.00%



Department Proposed Budget Worksheet

Budget Year 2017

G/L Account	Account Description	2015 Actual Amount	2016 Actual Amount thru 12/31/15	2016 Amended Budget	2016 Adopted Budget	2017 Base Level	2017 Additional Dept Requests	2017 Mayor-Staff Revisions Rnd 1	% Change from 2016 Adopted
Fund 224 - Community Develop Block Grant									
EXPENSE									
Department 32 - Community Development									
Activity 6800 - Neighborhood Services									
Commodities									
224-32-6800 1561	Office Supplies & Minor Equipment	635.49	902.25	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	.00
	Commodities Totals	\$635.49	\$902.25	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	0.00%
	Activity 6800 - Neighborhood Services Totals	\$78,068.33	\$37,695.97	\$85,553.00	\$85,553.00	\$87,443.00	\$87,443.00	\$87,443.00	2.21%
	Department 32 - Community Development Totals	\$78,068.33	\$37,695.97	\$85,553.00	\$85,553.00	\$87,443.00	\$87,443.00	\$87,443.00	2.21%
	EXPENSE TOTALS	\$78,068.33	\$37,695.97	\$85,553.00	\$85,553.00	\$87,443.00	\$87,443.00	\$87,443.00	2.21%
Fund 224 - Community Develop Block Grant Totals									
	REVENUE TOTALS	\$76,460.20	\$40,334.11	\$85,553.00	\$85,553.00	\$87,443.00	\$87,443.00	\$87,443.00	2.21%
	EXPENSE TOTALS	\$78,068.33	\$37,695.97	\$85,553.00	\$85,553.00	\$87,443.00	\$87,443.00	\$87,443.00	2.21%
Fund 224 - Community Develop Block Grant Totals		(\$1,608.13)	\$2,638.14	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
	Net Grand Totals								
	REVENUE GRAND TOTALS	\$76,460.20	\$40,334.11	\$85,553.00	\$85,553.00	\$87,443.00	\$87,443.00	\$87,443.00	2.21%
	EXPENSE GRAND TOTALS	\$78,068.33	\$37,695.97	\$85,553.00	\$85,553.00	\$87,443.00	\$87,443.00	\$87,443.00	2.21%
	Net Grand Totals	(\$1,608.13)	\$2,638.14	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++

FYE2017 BUDGET ACTIVITY NARRATIVE

FUND: 290 Federal Projects	DEPARTMENT: 32 Community Development	ACTIVITY: 5856 Neighborhood Stabilization
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DEPARTMENT/ACTIVITY DESCRIPTION: The Community Development Board, on behalf of the City, applies for and administers various Federal and State Programs. The source of funding for this program is the Housing and Economic Recovery Act of 2008 for Neighborhood Stabilization.
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DEPARTMENT/ACTIVITY OBJECTIVES: Administer the Neighborhood Stabilization Program. Acquisition and demolition. Housing rehabilitation. New construction.

PERSONNEL SUMMARY:						
FULL-TIME EQUIVALENT POSITIONS:	CERTIFIED FYE2014	CERTIFIED FYE2015	CERTIFIED FYE2016	PROPOSED FYE2017 *	DEPT REQUEST FYE2017	CERTIFIED FYE2017
TOTAL FULL-TIME EQUIVALENT POSITIONS	0	0	0	0	0	0

* AT CURRENT FYE16 STAFFING LEVEL



Department Proposed Budget Worksheet

Budget Year 2017

G/L Account	Account Description	2015 Actual Amount	2016 Actual Amount thru 12/31/15	2016 Amended Budget	2016 Adopted Budget	2017 Base Level	2017 Additional Dept Requests	2017 Mayor-Staff Revisions Rnd 1	% Change from 2016 Adopted
Fund 290 - Grant Funded Projects									
REVENUE									
Department 32 - Community Development									
Activity 5856 - Neighborhood Stabilization									
Federal Grants & Reimbursements									
290-32-5856 3373	Federal Pass-Thru From Iowa	35,494.00	.00	.00	.00	.00	9,000.00	9,000.00	.00
	<i>Federal Grants & Reimbursements Totals</i>	<i>\$35,494.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$9,000.00</i>	<i>\$9,000.00</i>	<i>+++</i>
<div> <div>Comments</div> <div> Account 3373 Level Additional Dept Requests Comment Balance of grant funds to be drawn down while constructing the home at 1005 Lafayette. </div> </div>									
<i>Refunds</i>									
290-32-5856 3722	Refunds	2,800.00	1,900.00	.00	.00	.00	.00	.00	.00
	<i>Refunds Totals</i>	<i>\$2,800.00</i>	<i>\$1,900.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>+++</i>
<i>Other Financing Sources</i>									
290-32-5856 3000	Cash on Hand	.00	.00	.00	.00	.00	150,000.00	150,000.00	.00
	<i>Other Financing Sources Totals</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$150,000.00</i>	<i>\$150,000.00</i>	<i>+++</i>
<div> <div>Comments</div> <div> Account 3000 Level Additional Dept Requests Comment Anticipated carry over funds to be used to construct the house at 1005 Lafayette Street. </div> </div>									
<i>Proceeds of Capital Asset Sales</i>									
290-32-5856 3622	Sale of Property	261,388.31	110,730.00	200,000.00	200,000.00	200,000.00	100,000.00	100,000.00	(50.00)
	<i>Proceeds of Capital Asset Sales Totals</i>	<i>\$261,388.31</i>	<i>\$110,730.00</i>	<i>\$200,000.00</i>	<i>\$200,000.00</i>	<i>\$200,000.00</i>	<i>\$100,000.00</i>	<i>\$100,000.00</i>	<i>(50.00%)</i>
<div> <div>Comments</div> <div> Account 3622 Level Additional Dept Requests Comment Anticipated sales price of the home that will be constructed at 1005 Lafayette in the spring/summer of 2016. </div> </div>									
Activity 5856 - Neighborhood Stabilization Totals		\$299,682.31	\$112,630.00	\$200,000.00	\$200,000.00	\$200,000.00	\$259,000.00	\$259,000.00	29.50%
Department 32 - Community Development Totals		\$299,682.31	\$112,630.00	\$200,000.00	\$200,000.00	\$200,000.00	\$259,000.00	\$259,000.00	29.50%
REVENUE TOTALS		\$299,682.31	\$112,630.00	\$200,000.00	\$200,000.00	\$200,000.00	\$259,000.00	\$259,000.00	29.50%
EXPENSE									
Department 32 - Community Development									
Activity 5856 - Neighborhood Stabilization									



Department Proposed Budget Worksheet

Budget Year 2017

G/L Account	Account Description	2015 Actual Amount	2016 Actual Amount thru 12/31/15	2016 Amended Budget	2016 Adopted Budget	2017 Base Level	2017 Additional Dept Requests	2017 Mayor-Staff Revisions Rnd 1	% Change from 2016 Adopted
Fund 290 - Grant Funded Projects									
EXPENSE									
Department 32 - Community Development									
Activity 5856 - Neighborhood Stabilization									
Personal Services - Salaries & Benefits									
290-32-5856 1111	Salaries - Regular	6,057.46	386.49	.00	.00	.00	10,000.00	10,000.00	.00
290-32-5856 1113	Longevity Pay	50.69	4.67	.00	.00	.00	500.00	500.00	.00
290-32-5856 1121	FICA - City Contribution	465.94	29.92	.00	.00	.00	1,000.00	1,000.00	.00
290-32-5856 1122	IPERS - City Contribution	545.40	34.93	.00	.00	.00	1,100.00	1,100.00	.00
Personal Services - Salaries & Benefits Totals		\$7,119.49	\$456.01	\$0.00	\$0.00	\$0.00	\$12,600.00	\$12,600.00	+++
Comments									
Account	Level	Comment							
1111	Additional Dept Requests	Expenditures for new construction at 1005 Lafayette.							
Contractual Services									
290-32-5856 1313	Legal Services	26.00	.00	100.00	100.00	100.00	200.00	200.00	100.00
290-32-5856 1327	Residential Rehabilitation	12,207.60	.00	.00	.00	.00	.00	.00	.00
290-32-5856 1390	Other Contractual Services	270,983.38	2,530.86	199,900.00	199,900.00	199,900.00	246,200.00	246,200.00	23.16
290-32-5856 1396	Property Demolition	3,375.50	.00	.00	.00	.00	.00	.00	.00
Contractual Services Totals		\$286,592.48	\$2,530.86	\$200,000.00	\$200,000.00	\$200,000.00	\$246,400.00	\$246,400.00	23.20%
Activity 5856 - Neighborhood Stabilization Totals		\$293,711.97	\$2,986.87	\$200,000.00	\$200,000.00	\$200,000.00	\$259,000.00	\$259,000.00	29.50%
Department 32 - Community Development Totals		\$293,711.97	\$2,986.87	\$200,000.00	\$200,000.00	\$200,000.00	\$259,000.00	\$259,000.00	29.50%
EXPENSE TOTALS		\$293,711.97	\$2,986.87	\$200,000.00	\$200,000.00	\$200,000.00	\$259,000.00	\$259,000.00	29.50%
Fund 290 - Grant Funded Projects Totals									
REVENUE TOTALS		\$299,682.31	\$112,630.00	\$200,000.00	\$200,000.00	\$200,000.00	\$259,000.00	\$259,000.00	29.50%
EXPENSE TOTALS		\$293,711.97	\$2,986.87	\$200,000.00	\$200,000.00	\$200,000.00	\$259,000.00	\$259,000.00	29.50%
Fund 290 - Grant Funded Projects Totals		\$5,970.34	\$109,643.13	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
Net Grand Totals									
REVENUE GRAND TOTALS		\$299,682.31	\$112,630.00	\$200,000.00	\$200,000.00	\$200,000.00	\$259,000.00	\$259,000.00	29.50%
EXPENSE GRAND TOTALS		\$293,711.97	\$2,986.87	\$200,000.00	\$200,000.00	\$200,000.00	\$259,000.00	\$259,000.00	29.50%
Net Grand Totals		\$5,970.34	\$109,643.13	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++

February 9, 2016

MEMORANDUM

TO: Mayor Quentin Hart and City Council Members

FROM: Rudy D. Jones, Community Development Director

RE: Budget Impact Statement

Our two primary sources of funds that we operate with, Community Development Block Grant (CDBG) and HOME funds are federal funds that are distributed to the City of Waterloo being what's called an Entitlement City based on population. These funds are derived from a formula at the federal level and may or may not directly impact the local city budget any fiscal year by going being up or down. Unfortunately, we have been in a funding slide that would exceed the 2%-5% range that we have been asked to consider the impact on. We have yet to be informed of our annual allocation amount but trust it will happen within the next 30-60 days. As we are in the midst of our annual allocation process and have had our first public hearing last month, we start out reducing our projected budget based on previous year allocation by 5%-10% because it's easier to add funds back to the budget than further reduce it if it's greater than 5%-10% range. To handle the decreasing funding from the federal government we have applied for and been awarded competitive grants from HUD, such as the Lead Remediation Grant, that are usually three (3) year grants. But the downside of that is it can disrupt staffing and level of services going forward after the grant expires. We currently do not have the Lead Grant, but will be again applying when it becomes available; hopefully this spring. We have also addressed the reduced funding by absorbing some functions by remaining staff by not replacing positions due to employee departure, as is the case with the Contract Compliance Officer and Rehabilitation Department Bookkeeper. We were also instrumental in creating a local Waterloo Housing Trust Fund that receives funds from the Iowa Finance Authority to address affordable housing needs.

If you have any questions or comments, please give me a call at 291-4429.