

COMMUNITY DEVELOPMENT DEPARTMENT

Departmental Summary

FUND/ACTIVITY	2017-18	2018-19		2019-20
	ACTUAL	ADOPTED	AMENDED	ADOPTED
General Fund:				
Revenue				
Planning	74,568	97,045	71,287	71,287
Neighborhood Inspections	895,086	1,042,239	969,845	969,845
Neighborhood Planning	206	11,483	11,483	11,483
Permit and Development Center	124,693	115,818	117,318	118,818
Development Zoning Section	115,567	137,975	122,975	122,975
Building Inspection	2,498,394	2,589,848	2,484,997	2,526,429
Electrical Inspection	304,960	321,016	291,016	296,816
Mechanical Inspection	282,511	278,068	285,068	286,068
Plumbing Inspection	350,575	362,291	352,820	355,092
Total Revenues	4,646,785	4,955,783	4,706,809	4,758,813
Expenditure				
Administration	308,207	391,358	296,788	308,792
Planning	659,027	728,098	729,444	752,804
Metro Planning	210,330	215,472	215,472	217,521
Neighborhood Inspections	1,498,837	1,745,111	1,470,718	2,101,450
Neighborhood Planning	270,628	271,081	271,398	280,651
Permit and Development Center	936,950	976,066	971,413	995,371
Development Zoning Section	391,176	398,458	411,264	422,847
Building Inspection	1,018,608	1,058,335	1,035,011	1,056,164
Electrical Inspection	342,303	353,067	350,962	356,127
Mechanical Inspection	317,586	326,888	329,211	336,516
Plumbing Inspection	413,003	432,425	431,961	441,546
Total Expenditures	6,366,656	6,896,359	6,513,642	7,269,789
Subsidy	1,719,871	1,940,576	1,806,833	2,510,976
Personnel				
Administration	2.00	2.00	2.00	2.00
Planning	5.00	5.00	5.00	5.00
Neighborhood Inspections	13.86	13.86	13.04	18.04
Neighborhood Planning	2.00	2.00	2.00	2.00
Permit and Development Center	9.00	9.00	9.00	9.00
Development Zoning Section	4.00	4.00	4.00	4.00
Building Inspection	9.00	9.00	9.00	9.00
Electrical Inspection	3.00	3.00	3.00	3.00
Mechanical Inspection	3.00	3.00	3.00	3.00
Plumbing Inspection	4.00	4.00	4.00	4.00
Total Personnel	54.86	54.86	54.04	59.04
Special Revenue Funds:				
Expenditure				
Special Revenue Funds	9,312,251	7,053,569	7,391,575	8,686,682
Total Expenditures	9,312,251	7,053,569	7,391,575	8,686,682
Personnel				
Special Revenue Funds - Grants	25.89	25.89	26.71	26.71
Total Personnel	25.89	25.89	26.71	26.71
Expenditure Total	15,678,907	13,949,928	13,905,217	15,956,471
Personnel Total	80.75	80.75	80.75	85.75

COMMUNITY DEVELOPMENT DEPARTMENT

Administration G001 CD001000 General Fund

Description:

Administration provides staff level administration services to the five divisions of the Community Development Department by providing interdivisional coordination; financial, personnel, and training services; policies and procedures; administrative support to the Plan and Zoning Commission; staff support to the City Manager and City Council; and customer services and referral services to the public as the initial contact point for the entire department. The following divisions are in Community Development: Neighborhood Development (Neighborhood Planning and Redevelopment), Neighborhood Conservation, Neighborhood Inspection, Permit and Development Center (Development Zoning and Building, Electrical, Mechanical, and Plumbing Inspection), and Planning.

Revenue Detail:

MAJOR OBJECT	2017-18	2018-19		2019-20
	ACTUAL	ADOPTED	AMENDED	ADOPTED
Charges for Services/User Fees	225	---	---	---
Total Revenues	225	---	---	---

Expenditure Detail:

MAJOR OBJECT	2017-18	2018-19		2019-20
	ACTUAL	ADOPTED	AMENDED	ADOPTED
Personal Services	264,517	327,499	258,728	270,732
Contractual Services	11,459	39,859	14,060	14,060
Other Services and Charges	30,000	20,000	20,000	20,000
Commodities	2,232	4,000	4,000	4,000
Total Expenditures	308,207	391,358	296,788	308,792

Subsidy	307,982	391,358	296,788	308,792
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Personnel Detail:

PERMANENT FULL-TIME POSITIONS JOB CLASSIFICATION TITLE	2017-18	2018-19		2019-20
	ACTUAL	ADOPTED	AMENDED	ADOPTED
Community Development Director	1.00	1.00	1.00	1.00
Executive Administrative Assistant	1.00	1.00	1.00	1.00
Total Full-time Permanent Employees	2.00	2.00	2.00	2.00

COMMUNITY DEVELOPMENT DEPARTMENT

Planning
G001 CD040040
General Fund

Description:

The Planning Division performs long-range and development planning, provides planning support for downtown projects and implements various community and regional plans. Development Planning includes lead staff support for the Plan and Zoning Commission, the Zoning Board of Adjustment and the Historic Preservation Commission as well as support for the City's development review processes.

Revenue Detail:

MAJOR OBJECT	2017-18	2018-19		2019-20
	ACTUAL	ADOPTED	AMENDED	ADOPTED
Charges for Services/User Fees	74,568	97,045	71,287	71,287
Total Revenues	74,568	97,045	71,287	71,287

Expenditure Detail:

MAJOR OBJECT	2017-18	2018-19		2019-20
	ACTUAL	ADOPTED	AMENDED	ADOPTED
Personal Services	642,612	711,345	705,923	729,283
Contractual Services	16,207	15,253	22,021	22,021
Commodities	208	1,500	1,500	1,500
Total Expenditures	659,027	728,098	729,444	752,804
Subsidy	584,458	631,053	658,157	681,517

Personnel Detail:

PERMANENT FULL-TIME POSITIONS JOB CLASSIFICATION TITLE	2017-18	2018-19		2019-20
	ACTUAL	ADOPTED	AMENDED	ADOPTED
Planning Administrator	1.00	1.00	1.00	1.00
Assistant Planner	1.00	1.00	1.00	1.00
Senior City Planner	3.00	3.00	3.00	3.00
Total Full-time Permanent Employees	5.00	5.00	5.00	5.00

COMMUNITY DEVELOPMENT DEPARTMENT

**Metro Planning
G001 CD040041
General Fund**

Description:

Metropolitan Planning records the City of Des Moines' payment to the Des Moines Metropolitan Planning Organization (MPO). The amount is determined by agreement and is based on each member's population as determined by the US Census Bureau.

Expenditure Detail:

MAJOR OBJECT	2017-18	2018-19		2019-20
	ACTUAL	ADOPTED	AMENDED	ADOPTED
Contractual Services	210,330	215,472	215,472	217,521
Total Expenditures	210,330	215,472	215,472	217,521
Subsidy	210,330	215,472	215,472	217,521

COMMUNITY DEVELOPMENT DEPARTMENT

Neighborhood Inspections G001 CD041042 General Fund

Description:

The function of Neighborhood Inspections is to inspect non-owner occupied residential structures to ensure that they comply with Chapter 14 of the Municipal Code, and to inspect vacant residential structures to determine if their condition constitutes a danger to the health and safety of the public. Neighborhood Inspections is partially funded by the Community Development Block Grant (CDBG).

Revenue Detail:

MAJOR OBJECT	2017-18	2018-19		2019-20
	ACTUAL	ADOPTED	AMENDED	ADOPTED
Licenses and Permits	680	412	412	412
Fines and Forfeitures	143,188	109,997	110,181	110,181
Charges for Services/User Fees	692,488	885,165	812,587	812,587
Use of Money and Property	(1,477)	---	---	---
Other	60,207	46,665	46,665	46,665
Total Revenues	895,086	1,042,239	969,845	969,845

Expenditure Detail:

MAJOR OBJECT	2017-18	2018-19		2019-20
	ACTUAL	ADOPTED	AMENDED	ADOPTED
Personal Services	1,211,304	1,487,829	1,194,274	1,674,636
Contractual Services	246,116	213,332	226,169	226,539
Other Services and Charges	356	1,500	2,800	2,800
Commodities	41,061	42,450	47,475	57,475
Capital Outlays	---	---	---	140,000
Total Expenditures	1,498,837	1,745,111	1,470,718	2,101,450

Subsidy	603,751	702,872	500,873	1,131,605
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For fiscal year 2020, four Neighborhood Inspectors, one Neighborhood Inspection Assistant and four vehicles have been added to the budget as part of the Property Maintenance program.

Personnel Detail:

PERMANENT FULL-TIME POSITIONS JOB CLASSIFICATION TITLE	2017-18	2018-19		2019-20
	ACTUAL	ADOPTED	AMENDED	ADOPTED
Neighborhood Inspection Administrator	0.44	0.44	0.44	0.44
Neighborhood Inspections Supervisor	2.26	2.26	2.26	2.26
Neighborhood Inspector	7.62	7.62	7.62	11.62
Vehicle Impound Clerk	0.18	0.18	0.18	0.18
Neighborhood Inspection Assistant	2.36	2.36	2.36	3.36
Customer Service Representative	1.00	1.00	0.18	0.18
Total Full-time Permanent Employees	13.86	13.86	13.04	18.04

The amended budget for fiscal year 2019 slightly changes the allocation of personnel between the General Fund and CDBG block grants. For fiscal year 2020, four Neighborhood Inspectors and one Neighborhood Inspection Assistant have been added to the budget for the Property Maintenance program.

COMMUNITY DEVELOPMENT DEPARTMENT

Neighborhood Planning

G001 CD041043

General Fund

Description:

The Neighborhood Planning Division provides planning and leadership for the City's Neighborhood Revitalization Program. This includes evaluation and selection of the neighborhoods to participate in the program, development of neighborhood plans and assistance with the implementation of the plans, technical assistance and support for NFC and NDC activities, and development of appropriate redevelopment plans and grant applications. Additionally, the Neighborhood Planning Division provides planning support for the HUD Consolidated Plan and all related regulatory planning, which includes environmental reviews, historical and archaeological studies, and agreements for federally funded projects. The division administers the Neighborhood Recognition Policy and coordinates and provides staff support for the Neighborhood Revitalization Board. Neighborhood Planning is partially funded by the Community Development Block Grant (CDBG).

Revenue Detail:

MAJOR OBJECT	2017-18	2018-19		2019-20
	ACTUAL	ADOPTED	AMENDED	ADOPTED
Other	206	500	500	500
Intergovernmental	---	10,983	10,983	10,983
Total Revenues	206	11,483	11,483	11,483

Expenditure Detail:

MAJOR OBJECT	2017-18	2018-19		2019-20
	ACTUAL	ADOPTED	AMENDED	ADOPTED
Personal Services	213,858	224,559	224,356	233,609
Contractual Services	7,242	5,522	5,542	5,542
Other Services and Charges	48,079	40,000	40,000	40,000
Commodities	1,449	1,000	1,500	1,500
Total Expenditures	270,628	271,081	271,398	280,651

Subsidy	270,421	259,598	259,915	269,168
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Personnel Detail:

PERMANENT FULL-TIME POSITIONS JOB CLASSIFICATION TITLE	2017-18	2018-19		2019-20
	ACTUAL	ADOPTED	AMENDED	ADOPTED
Senior City Planner	1.00	1.00	1.00	1.00
Assistant Planner	1.00	1.00	1.00	1.00
Total Full-time Permanent Employees	2.00	2.00	2.00	2.00

COMMUNITY DEVELOPMENT DEPARTMENT

**Permit and Development Center
G001 CD042044
General Fund**

Description:

The Permit and Development Center develops and administers standards to insure a healthy and vibrant community, including the administration, implementation, and coordination of all private development related reviews, permitting, licensing, and inspections. This center functions as a clearinghouse for most development related review, permitting, and regulatory functions, including staffing from the Community Development Department as well as full-time participation from the Fire and Engineering Departments. This division provides administrative support to the Licensing and Appeals Board and the Board for Power Engineers.

Revenue Detail:

MAJOR OBJECT	2017-18	2018-19		2019-20
	ACTUAL	ADOPTED	AMENDED	ADOPTED
Licenses and Permits	17,977	25,758	25,758	25,758
Charges for Services/User Fees	89,915	80,787	82,287	82,287
Use of Money and Property	15,082	9,273	9,273	10,773
Other	1,719	---	---	---
Total Revenues	124,693	115,818	117,318	118,818

Expenditure Detail:

MAJOR OBJECT	2017-18	2018-19		2019-20
	ACTUAL	ADOPTED	AMENDED	ADOPTED
Personal Services	838,883	883,063	863,513	897,271
Contractual Services	85,665	84,803	87,971	88,171
Commodities	7,441	8,200	19,929	9,929
Capital Outlays	4,960	---	---	---
Total Expenditures	936,950	976,066	971,413	995,371

Subsidy	812,257	860,248	854,095	876,553
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Personnel Detail:

PERMANENT FULL-TIME POSITIONS JOB CLASSIFICATION TITLE	2017-18	2018-19		2019-20
	ACTUAL	ADOPTED	AMENDED	ADOPTED
Permit & Development Administrator	1.00	1.00	1.00	1.00
Permit & Development Center Supervisor	1.00	1.00	1.00	1.00
Senior City Planner	1.00	1.00	1.00	1.00
Assistant Planner	2.00	2.00	2.00	2.00
Customer Service Representative	3.00	3.00	3.00	3.00
Permit Technician	1.00	1.00	1.00	1.00
Total Full-time Permanent Employees	9.00	9.00	9.00	9.00

COMMUNITY DEVELOPMENT DEPARTMENT

Development Zoning Section

G001 CD042045

General Fund

Description:

The functions of the Development Zoning Section are to: (1) deliver code enforcement services, abatement actions; and cost recovery for Municipal Codes relating to zoning, environmental quality, property maintenance, rodent and insect control, noise, sign, and public nuisance; (2) impound and dispose of junked and abandoned vehicles; (3) provide administrative support for the Zoning Board of Adjustment and the Odor Control Board; (4) assist in administration of local land use regulations; (5) review building and development plans; (6) submit recommendations on license applications; and (7) provide staff assistance in issuing building and related permits and to inspect for compliance in this regard.

Revenue Detail:

MAJOR OBJECT	2017-18	2018-19		2019-20
	ACTUAL	ADOPTED	AMENDED	ADOPTED
Licenses and Permits	88,416	109,034	94,034	94,034
Charges for Services/User Fees	27,151	28,941	28,941	28,941
Total Revenues	115,567	137,975	122,975	122,975

Expenditure Detail:

MAJOR OBJECT	2017-18	2018-19		2019-20
	ACTUAL	ADOPTED	AMENDED	ADOPTED
Personal Services	366,852	394,008	390,814	402,397
Contractual Services	22,726	4,100	20,100	20,100
Other Services and Charges	477	---	---	---
Commodities	1,123	350	350	350
Total Expenditures	391,176	398,458	411,264	422,847

Subsidy	275,610	260,483	288,289	299,872
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Personnel Detail:

PERMANENT FULL-TIME POSITIONS JOB CLASSIFICATION TITLE	2017-18	2018-19		2019-20
	ACTUAL	ADOPTED	AMENDED	ADOPTED
Development Zoning Inspector	4.00	4.00	4.00	4.00
Total Full-time Permanent Employees	4.00	4.00	4.00	4.00

COMMUNITY DEVELOPMENT DEPARTMENT

**Building Inspection
G001 CD042046
General Fund**

Description:

The Permit and Development Center - Building Inspection Division inspects buildings to ensure compliance with the City's Building Code during construction and alteration activities.

Revenue Detail:

MAJOR OBJECT	2017-18	2018-19		2019-20
	ACTUAL	ADOPTED	AMENDED	ADOPTED
Licenses and Permits	2,476,865	2,563,006	2,463,155	2,504,587
Fines and Forfeitures	21,513	26,738	21,738	21,738
Other	17	104	104	104
Total Revenues	2,498,394	2,589,848	2,484,997	2,526,429

Expenditure Detail:

MAJOR OBJECT	2017-18	2018-19		2019-20
	ACTUAL	ADOPTED	AMENDED	ADOPTED
Personal Services	993,974	1,030,900	1,007,344	1,028,472
Contractual Services	20,875	27,255	27,519	27,544
Other Services and Charges	3,670	---	---	---
Commodities	88	180	148	148
Total Expenditures	1,018,608	1,058,335	1,035,011	1,056,164

Subsidy	(1,479,787)	(1,531,513)	(1,449,986)	(1,470,265)
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Personnel Detail:

PERMANENT FULL-TIME POSITIONS JOB CLASSIFICATION TITLE	2017-18	2018-19		2019-20
	ACTUAL	ADOPTED	AMENDED	ADOPTED
Deputy Building Official	1.00	1.00	1.00	1.00
Senior Building Inspector	1.00	1.00	1.00	1.00
Plans Examiner	3.00	3.00	3.00	3.00
Building Inspector	4.00	4.00	4.00	4.00
Total Full-time Permanent Employees	9.00	9.00	9.00	9.00

COMMUNITY DEVELOPMENT DEPARTMENT

Electrical Inspection

G001 CD042047

General Fund

Description:

The Permit and Development Center - Electrical Inspection Division inspects buildings to ensure compliance with the City's Electrical Code.

Revenue Detail:

MAJOR OBJECT	2017-18	2018-19		2019-20
	ACTUAL	ADOPTED	AMENDED	ADOPTED
Licenses and Permits	304,960	321,016	291,016	296,816
Total Revenues	304,960	321,016	291,016	296,816

Expenditure Detail:

MAJOR OBJECT	2017-18	2018-19		2019-20
	ACTUAL	ADOPTED	AMENDED	ADOPTED
Personal Services	337,614	348,503	343,879	349,035
Contractual Services	4,664	4,564	6,783	6,792
Other Services and Charges	---	---	300	300
Commodities	25	---	---	---
Total Expenditures	342,303	353,067	350,962	356,127

Subsidy	37,343	32,051	59,946	59,311
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Personnel Detail:

PERMANENT FULL-TIME POSITIONS JOB CLASSIFICATION TITLE	2017-18	2018-19		2019-20
	ACTUAL	ADOPTED	AMENDED	ADOPTED
Senior Electrical Inspector	1.00	1.00	1.00	1.00
Electrical Inspector	1.00	1.00	1.00	1.00
Combination Inspector	1.00	1.00	1.00	1.00
Total Full-time Permanent Employees	3.00	3.00	3.00	3.00

COMMUNITY DEVELOPMENT DEPARTMENT

**Mechanical Inspection
G001 CD042048
General Fund**

Description:

The Permit and Development Center - Mechanical Inspection Division inspects buildings to ensure compliance with the City's Mechanical Code.

Revenue Detail:

MAJOR OBJECT	2017-18	2018-19		2019-20
	ACTUAL	ADOPTED	AMENDED	ADOPTED
Licenses and Permits	281,693	276,793	284,793	285,793
Charges for Services/User Fees	815	1,275	275	275
Other	3	---	---	---
Total Revenues	282,511	278,068	285,068	286,068

Expenditure Detail:

MAJOR OBJECT	2017-18	2018-19		2019-20
	ACTUAL	ADOPTED	AMENDED	ADOPTED
Personal Services	311,384	320,424	321,001	328,308
Contractual Services	6,203	6,464	8,210	8,208
Total Expenditures	317,586	326,888	329,211	336,516
Subsidy	35,075	48,820	44,143	50,448

Personnel Detail:

PERMANENT FULL-TIME POSITIONS JOB CLASSIFICATION TITLE	2017-18	2018-19		2019-20
	ACTUAL	ADOPTED	AMENDED	ADOPTED
Senior Mechanical Inspector	1.00	1.00	1.00	1.00
Mechanical Inspector	2.00	2.00	2.00	2.00
Total Full-time Permanent Employees	3.00	3.00	3.00	3.00

COMMUNITY DEVELOPMENT DEPARTMENT

Plumbing Inspection G001 CD042049 General Fund

Description:

The Permit and Development Center - Plumbing Inspection Division inspects buildings to ensure compliance with the City's Plumbing Code.

Revenue Detail:

MAJOR OBJECT	2017-18	2018-19		2019-20
	ACTUAL	ADOPTED	AMENDED	ADOPTED
Licenses and Permits	337,042	348,972	339,235	341,235
Use of Money and Property	13,384	13,319	13,585	13,857
Other	149	---	---	---
Total Revenues	350,575	362,291	352,820	355,092

Expenditure Detail:

MAJOR OBJECT	2017-18	2018-19		2019-20
	ACTUAL	ADOPTED	AMENDED	ADOPTED
Personal Services	399,598	415,411	416,050	425,635
Contractual Services	13,406	16,864	15,911	15,911
Commodities	---	150	---	---
Total Expenditures	413,003	432,425	431,961	441,546

Subsidy	62,429	70,134	79,141	86,454
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Personnel Detail:

PERMANENT FULL-TIME POSITIONS JOB CLASSIFICATION TITLE	2017-18	2018-19		2019-20
	ACTUAL	ADOPTED	AMENDED	ADOPTED
Senior Plumbing Inspector	1.00	1.00	1.00	1.00
Plumbing Inspector	3.00	3.00	3.00	3.00
Total Full-time Permanent Employees	4.00	4.00	4.00	4.00

COMMUNITY DEVELOPMENT DEPARTMENT

Special Revenue and Other Funds

ORGANIZATION CODE		2017-18	2018-19		2019-20
		ACTUAL	ADOPTED	AMENDED	ADOPTED
Special Revenue Funds					
Nongrant					
S060 CD046000	LIHTC-Low Income Housing Tax Credit	1,257	4,000	4,000	4,000
S857 NR000117	Neighborhood Revitalization Program Evaluation	151,725	---	---	---
S863 ND410753	Highland Park SSMID	11,844	10,600	35,660	10,660
S864 ND410754	Ingersoll SSMID	193,217	205,028	203,814	257,406
S865 ND410757	Beaverdale SSMID	4,269	13,675	10,570	10,570
S866 ND410758	SW 9th Corridor SSMID	84,350	98,386	97,186	98,957
S867 ND410759	Roosevelt Cultural District SSMID	266	6,410	5,520	5,520
	Subtotal Nongrant Special Revenue	<u>446,928</u>	<u>338,099</u>	<u>356,750</u>	<u>387,113</u>
Grants					
Community Development Block Grants					
	Central Iowa Shelter & Services	87,500	87,500	175,000	175,000
	Code Enforcement	1,498,502	1,520,774	1,599,816	1,629,968
	Community Services Site Office	150,000	150,000	150,000	150,000
	Economic Development Loan Program	476,737	75,000	75,000	75,000
	Engineering Demolition	795,227	73,139	400,440	400,440
	Monitoring	645,928	678,676	694,561	636,302
	Neighborhood Conservation Programs	922,536	739,588	678,906	689,290
	Neighborhood Revitalization Program	123,354	---	---	200,000
	Polk County Homeless	25,000	75,000	---	---
	Public Works SCRUB Program	37,753	---	---	---
	State Disaster Recovery Block Grants	640,508	---	300,000	---
	Subtotal CDBG Grants	<u>5,403,044</u>	<u>3,399,677</u>	<u>4,073,723</u>	<u>3,956,000</u>
HOME Grants					
	HOME	295,782	301,200	650,000	864,835
	CHDO	205,206	360,000	529,794	250,000
	Subtotal Home Grants	<u>500,988</u>	<u>661,200</u>	<u>1,179,794</u>	<u>1,114,835</u>
Homeless Grants					
	Subtotal Homeless Grants	<u>2,961,291</u>	<u>2,654,593</u>	<u>1,781,308</u>	<u>3,228,734</u>
	Subtotal Grants	<u>8,865,323</u>	<u>6,715,470</u>	<u>7,034,825</u>	<u>8,299,569</u>
	Subtotal Special Revenue Funds	<u>9,312,251</u>	<u>7,053,569</u>	<u>7,391,575</u>	<u>8,686,682</u>
	Total Special Revenue and Other Funds	<u>9,312,251</u>	<u>7,053,569</u>	<u>7,391,575</u>	<u>8,686,682</u>

COMMUNITY DEVELOPMENT DEPARTMENT

Special Revenue Fund Definitions And Descriptions

Community Development Block Grants

- Central Iowa Shelter & Services** - Provides funding to help defray operational costs driven by high demand.
- Code Enforcement** - Provides expanded services in environmental code enforcement and resident education about City policies and issues.
- Community Services Site Office** - Provides funding to the Community Action Agency administered by the Housing Services Department which oversees the Community Services Block Grant (CSBG) and the Low Income Home Energy Assistance Program (LIHEAP).
- Economic Development Loan Program** - Provides loans and financial assistance to businesses for new construction and redevelopment.
- Engineering Demolition** - Provides funding to the Engineering Department for demolition of blighted and abandoned properties within the federal defined low-income census tracts within the City.
- Homeless Camp Clean-Up** - Provides funding to identify and clean up homeless camp locations throughout the City.
- Monitoring** - Provides funding for administrative costs for programs across CDBG.
- Neighborhood Conservation Programs** - Provides funding for homeowner rehabilitations for low-moderate income households, technical assistance for design, and rental housing rehabilitation for low income households.
- Neighborhood Revitalization Plan** - Provides funding for property acquisition and clean-up of abandoned or delinquent properties within the federal defined low-income census tracts within the City.
- Polk County Homeless** - Provides funding for technical assistance and training to strengthen organizational capacity of the Polk County Continuum of Care staff to provide leadership in developing operational and program policies that meet HUD requirements for the Homelessness Grant programs.
- Public Works SCRUB Program** - Provides funding to the Public Works department for the Spring Clean-up to Reduce Urban Blight (SCRUB) programs which supports neighborhood clean-up days and other safety and appearance approvals.
- State Disaster Recovery Block Grant** - This grant is special funding from HUD to the State of Iowa for flood or other disaster related recovery. The State releases funds in rounds through a competitive application process at its own discretion.

HOME Grants

- HOME Investment Partnership Program (HOME)** - This grant program of the U.S. Department of Housing & Urban Development provides affordable housing through acquisition, rehabilitation and new construction of housing units for low and moderate income families.
- HOME Community Housing Development Organization Guidance (CHDO)** - A CHDO is defined as a not-for-profit, community-based and low-income community service organization whose staff members have the capacity to develop affordable housing for the community it serves. Only projects in which the CHDO acts as a developer, sponsor or owner of housing are eligible to receive a part of the 15 percent set aside allocation of HOME funds.

Homeless Grants

Funds for Homeless programs are provided by HUD through the Emergency Solutions Grant (ESG), Shelter Plus Care (SPC), and the Strategic Homeless Planning Group (SHPG). These funds are received by the City and passed on to various community groups providing medical care, housing, and assistance to the homeless population.

COMMUNITY DEVELOPMENT DEPARTMENT

Grants Personnel

Personnel Detail:

PERMANENT FULL-TIME POSITIONS JOB CLASSIFICATION TITLE	2017-18	2018-19		2019-20
	ACTUAL	ADOPTED	AMENDED	ADOPTED
Neighborhood Development Administrator	1.00	1.00	1.00	1.00
Neighborhood Inspection Administrator	0.56	0.56	0.56	0.56
Neighborhood Inspections Supervisor	0.74	0.74	0.74	0.74
Community Investment Analyst	2.00	2.00	2.00	2.00
Senior City Planner	2.00	2.00	2.00	2.00
Housing Conservation Inspector	2.00	2.00	2.00	2.00
Neighborhood Inspector	9.38	9.38	9.38	9.38
Assistant Planner	2.00	2.00	2.00	2.00
Neighborhood Inspection Assistant	2.64	2.64	2.64	2.64
Vehicle Impound Clerk	0.82	0.82	0.82	0.82
Customer Service Representative	1.00	1.00	1.82	1.82
Administrative Aide	1.00	1.00	1.00	1.00
Legal Assistant	0.75	0.75	0.75	0.75
Total Full-time Permanent Employees	25.89	25.89	26.71	26.71

The amended budget for fiscal year 2019 changed due to an update in personnel allocations between Neighborhood Inspections and Grant funded positions.

COMMUNITY DEVELOPMENT DEPARTMENT

