

# Community Development Division

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## *Agency Overview*

### Agency Mission

The mission of the Community Development Division (CDD) is to collaborate with residents, neighborhoods, and other community stakeholders to remove barriers to opportunity in order to support a more vibrant community, shared prosperity, and resident and community wellbeing.

### Agency Overview

The Agency accomplishes this mission by helping to expand access to affordable housing, improving economic opportunities, promoting and supporting healthy, thriving neighborhoods, expanding access to quality childcare for all children, supporting programming designed to enhance the quality of life for children and families, and promoting successful aging of Madison's older adults.

### 2023 Budget Highlights

#### Service: Affordable Housing

- Adds \$2 million from the general fund to seed an endowment to continuously fund operational costs relating to services for unsheltered individuals. This endowment was originally included in the 2022 Adopted Budget, funded from an allocation of local ARPA funds. In the past year, the City has received additional information on eligible uses of ARPA funds that suggest an endowment is not an allowable expense. As such, the 2023 adopted budget continues funding the endowment by using a one-time allocation from the general fund.
- Reallocates \$2 million of local ARPA funds originally designated for an endowment for unsheltered operating funds to directly fund unsheltered homeless support and operating costs for the temporary men's shelter. Funds will be used to continue operations of the City's temporary homeless shelters, including the urban campground at 3202 Dairy Drive and temporary men's shelter.
- Includes \$100,000 for homeownership classes in south Madison. Classes are funded through a transfer in from the capital fund, using proceeds from Owl Creek lot sales that have been deposited in the General Land Acquisition Fund. Proceeds for homeownership classes will be available for 2023 and 2024.
- Recognizes a \$40,000 donation from MG&E for operating costs at the Dairy Drive campground.
- Recognizes \$363,377 in CDBG-CV2 revenues, previously awarded through the State, and commensurate expenses for unsheltered homeless operating costs.
- Increases intergovernmental revenues from Dane County and purchased services by \$4,512 to reflect Dane County's contribution to the City's tenant services program. The total County contribution for 2023 is \$54,643. This amount was updated via Finance Committee Amendment #1.
- Accepts a \$30.9 million grant from the U.S. Treasury for the Emergency Rental Assistance 2 Program (ERA2). Funds will be used for program administration, housing stability services, and direct rental assistance, as allowable under Treasury guidelines. Funds were accepted via Common Council Amendment #4.

#### Service: Community Support Services

- Increases contributions and miscellaneous revenue from the Senior Center Foundation by \$30,000. Funding will be used for various supplies and purchased services supporting the Senior Center. Finance Committee Amendment #6 adds language to the budget to clarify that providers for older adult services will be selected through an RFP, to be conducted in 2023.
- Reallocates \$30,000 from childcare tuition assistance, which has been historically underspent, to a contract for services that will support family-based childcare providers.

Service: Community Support Services (continued)

- The City's original local ARPA allocation included 3 projects for expanding youth employment and engagement opportunities: 1) Summer 2021 Youth Reengagement (Project 13974), 2) Summer 2021/ Fall Expansion (Project 13972) and 3) Summer 2022 (Project 13985), totaling \$1.2 million. These projects have not fully expended their allocations as of September 2022. The Adopted Budget extends the Summer 2022 project to include 2023 (and 2024 if funds are remaining), and transfer unspent funds from the 2021 projects to continue programs that support youth employment and reengagement.

Service: Economic Development & Employment Opportunities

- Adds \$250,000 in funding to expand employment programming to young adults, ages 18-26. This population has historically been underserved by existing program structures. Funding will be administered through purchase of service contracts with community providers. An RFP to identify providers serving this age group, as well as providers for ongoing youth and adult employment programs, is currently underway.

Service: Overall Program Administration

- Budget maintains current level of service.

Service: Strong Healthy Neighborhoods

- Budget maintains current level of service.

**Community Development**Function: **Planning & Development***Budget Overview*

## Agency Budget by Fund

| <b>Fund</b>                 | <b>2021 Actual</b>   | <b>2022 Adopted</b>  | <b>2022 Projected</b> | <b>2023 Request</b>  | <b>2023 Executive</b> | <b>2023 Adopted</b>  |
|-----------------------------|----------------------|----------------------|-----------------------|----------------------|-----------------------|----------------------|
| General                     | 14,400,409           | 14,532,182           | 14,141,995            | 14,474,238           | 18,761,490            | 18,850,950           |
| Community Development Grant | 9,760,881            | 5,134,341            | 8,516,982             | 8,687,479            | 9,097,605             | 9,098,745            |
| Other Grants                | 18,277,287           | 5,621,042            | 51,645,762            | 272,568              | 281,995               | 31,160,920           |
| <b>Total</b>                | <b>\$ 42,438,578</b> | <b>\$ 25,287,565</b> | <b>\$ 74,304,739</b>  | <b>\$ 23,434,286</b> | <b>\$ 28,141,090</b>  | <b>\$ 59,110,616</b> |

## Agency Budget by Service

| <b>Service</b>                 | <b>2021 Actual</b>   | <b>2022 Adopted</b>  | <b>2022 Projected</b> | <b>2023 Request</b>  | <b>2023 Executive</b> | <b>2023 Adopted</b>  |
|--------------------------------|----------------------|----------------------|-----------------------|----------------------|-----------------------|----------------------|
| Affordable Housing             | 27,835,455           | 10,231,946           | 59,485,623            | 9,360,386            | 13,671,897            | 44,575,622           |
| Community Support Services     | 7,885,087            | 8,544,511            | 8,108,479             | 8,190,092            | 8,204,692             | 8,258,097            |
| Econ Dev And Emp Opportuniti   | 2,371,505            | 3,407,875            | 3,634,318             | 2,770,870            | 3,022,297             | 3,027,538            |
| Overall Program Administration | 2,580,086            | 1,112,846            | 1,124,615             | 1,063,268            | 1,123,029             | 1,122,249            |
| Strong Healthy Neighborhoods   | 1,766,446            | 1,990,387            | 1,951,704             | 2,049,670            | 2,119,175             | 2,127,110            |
| <b>Total</b>                   | <b>\$ 42,438,578</b> | <b>\$ 25,287,565</b> | <b>\$ 74,304,739</b>  | <b>\$ 23,434,286</b> | <b>\$ 28,141,090</b>  | <b>\$ 59,110,616</b> |

## Agency Budget by Major-Revenue

| <b>Major Revenue</b> | <b>2021 Actual</b>  | <b>2022 Adopted</b> | <b>2022 Projected</b> | <b>2023 Request</b> | <b>2023 Executive</b> | <b>2023 Adopted</b> |
|----------------------|---------------------|---------------------|-----------------------|---------------------|-----------------------|---------------------|
| Intergov Revenues    | -                   | (80,131)            | (155,131)             | (80,131)            | (80,131)              | (84,643)            |
| Charges For Services | (10,088)            | (21,000)            | (13,710)              | (21,000)            | (21,000)              | (21,000)            |
| Invest Other Contrib | (80,729)            | (74,030)            | (224,030)             | (160,280)           | (196,280)             | (196,280)           |
| Misc Revenue         | (77,804)            | (79,000)            | (116,641)             | (79,000)            | (113,000)             | (113,000)           |
| Transfer In          | -                   | -                   | -                     | -                   | (100,000)             | (100,000)           |
| <b>Total</b>         | <b>\$ (168,621)</b> | <b>\$ (254,161)</b> | <b>\$ (509,512)</b>   | <b>\$ (340,411)</b> | <b>\$ (510,411)</b>   | <b>\$ (514,923)</b> |

## Agency Budget by Major-Expense

| <b>Major Expense</b> | <b>2021 Actual</b>   | <b>2022 Adopted</b>  | <b>2022 Projected</b> | <b>2023 Request</b>  | <b>2023 Executive</b> | <b>2023 Adopted</b>  |
|----------------------|----------------------|----------------------|-----------------------|----------------------|-----------------------|----------------------|
| Salaries             | 2,870,551            | 3,175,076            | 3,060,790             | 3,381,197            | 3,412,625             | 3,488,102            |
| Benefits             | 894,201              | 965,198              | 935,665               | 1,017,213            | 1,053,644             | 1,069,094            |
| Supplies             | 556,730              | 43,391               | 5,292,301             | 40,400               | 40,400                | 40,400               |
| Purchased Services   | 37,501,330           | 21,273,000           | 65,485,434            | 19,275,144           | 24,054,730            | 54,937,840           |
| Debt Othr Financing  | 681,746              | 45,000               | -                     | 35,248               | 48,286                | 48,286               |
| Inter Depart Charges | 243,353              | 265,782              | 265,782               | 274,821              | 291,142               | 291,142              |
| Inter Depart Billing | (177,448)            | (238,127)            | (238,127)             | (279,732)            | (279,732)             | (279,732)            |
| Transfer Out         | 36,736               | 12,406               | 12,406                | 30,406               | 30,406                | 30,406               |
| <b>Total</b>         | <b>\$ 42,607,199</b> | <b>\$ 25,541,726</b> | <b>\$ 74,814,251</b>  | <b>\$ 23,774,697</b> | <b>\$ 28,651,501</b>  | <b>\$ 59,625,539</b> |

*Service Overview*

**Service:** Affordable Housing

Service Description

This service supports partnerships with non-profit partners to preserve, improve, and expand the supply of affordable housing for homeowners and renters by supporting the rehabilitation of existing owner-occupied housing and development of new owner-occupied and rental housing. These funds are also used to help improve housing stability for homebuyers, renters, homeless, and special needs populations through the provision of homebuyer assistance, homeless services, and other housing resources. The goal of this service is to provide decent, safe, sanitary, and affordable housing opportunities for low and moderate-income households in order to enhance the stability of households, neighborhoods, and communities.

Activities Performed by this Service

- **Housing Supply:** Offering loans to help finance the development of new rental and owner-occupied housing and the rehabilitation of existing housing stock.
- **Housing Assistance:** Home-buying assistance, homebuyer education, tenant services, overseeing fair housing practices, and other services that assist tenants, homeless, and special needs populations.

Service Budget by Fund

|                    | <b>2021 Actual</b>   | <b>2022 Adopted</b>  | <b>2022 Projected</b> | <b>2023 Request</b> | <b>2023 Executive</b> | <b>2023 Adopted</b>  |
|--------------------|----------------------|----------------------|-----------------------|---------------------|-----------------------|----------------------|
| General            | 2,073,666            | 2,440,923            | 2,497,012             | 2,425,955           | 6,391,018             | 6,399,749            |
| Other-Expenditures | 25,761,788           | 7,791,023            | 56,988,610            | 6,934,431           | 7,280,879             | 38,175,873           |
| <b>Total</b>       | <b>\$ 27,835,455</b> | <b>\$ 10,231,946</b> | <b>\$ 59,485,623</b>  | <b>\$ 9,360,386</b> | <b>\$ 13,671,897</b>  | <b>\$ 44,575,622</b> |

Service Budget by Account Type

|                | <b>2021 Actual</b>   | <b>2022 Adopted</b>  | <b>2022 Projected</b> | <b>2023 Request</b> | <b>2023 Executive</b> | <b>2023 Adopted</b>  |
|----------------|----------------------|----------------------|-----------------------|---------------------|-----------------------|----------------------|
| Revenue        | (28,027)             | (85,131)             | (160,841)             | (85,131)            | (225,131)             | (229,643)            |
| Personnel      | 861,130              | 775,674              | 912,592               | 1,126,763           | 1,074,898             | 1,100,024            |
| Non-Personnel  | 27,002,351           | 9,541,403            | 58,733,871            | 8,318,754           | 12,822,131            | 43,705,241           |
| Agency Charges | -                    | -                    | -                     | -                   | -                     | -                    |
| <b>Total</b>   | <b>\$ 27,835,455</b> | <b>\$ 10,231,946</b> | <b>\$ 59,485,623</b>  | <b>\$ 9,360,386</b> | <b>\$ 13,671,897</b>  | <b>\$ 44,575,622</b> |

*Service Overview*

**Service:** Community Support Services

Service Description

This service supports the network of community services providers in Madison and, primarily through them, seeks to improve residents' access to resources and opportunities that can help them reach their full potential. The service includes multiple program areas: (1) Child Care Services and Support, (2) Child and Youth Programming, (3) Madison Senior Center and Older Adult Services, (4) Crisis Intervention and Prevention Services, and (5) Community Engagement Activities such as those initiated by a targeted grant awarded by the Department of Justice's Bureau of Justice Assistance (BJA) to support data-driven, comprehensive, and community-oriented strategies to reduce crime in a specified part of the City. Agencies funded under this service also receive technical assistance, collaborative planning, and consultative support from CDD staff. Through this service, CDD seeks to foster and support a continuum of services that promote positive youth development, enhance individual and household stability, and ensure equitable access to resources.

Activities Performed by this Service

- **Crisis Intervention & Prevention:** Administer contracts with community-based organizations that provide services and resources supporting persons affected by domestic violence, childhood trauma, sexual assault, youth homelessness, prison re-entry, and community violence prevention and intervention.
- **Child Care:** Provision of child care accreditation, support and training to improve the quality and capacity of child care programs, and subsidies to help low-income households pay for quality child care.
- **Children and Families:** Contracts with community-based organizations to provide early childhood and elementary school aged programming, childcare accreditation, support and training to improve the quality and capacity of childcare programs; and offers subsidies to help low-income households pay for childcare.
- **Youth Services:** Administer contracts with community partners to provide out-of-school time programming for middle and high school youth and coordinate the Madison-Area Out-of-School Time (MOST) initiative.
- **Older Adults and Aging:** Administer and monitor social service grants to non-profit agencies that provide essential services to older adults.
- **Madison Senior Center:** Support activities, events, and services that promote successful aging to adults, aged 55 and older, in the community.
- **Byrne Criminal Justice Initiative:** Administer a U.S. Department of Justice grant to develop a multi-stakeholder, cross-sector plan to improve public safety in Downtown Madison and to implement evidence-based programming & activities to achieve project goals.

Service Budget by Fund

|                    | 2021 Actual         | 2022 Adopted        | 2022 Projected      | 2023 Request        | 2023 Executive      | 2023 Adopted        |
|--------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| General            | 7,832,485           | 8,073,469           | 7,921,864           | 8,090,374           | 8,101,556           | 8,154,756           |
| Other-Expenditures | 52,602              | 471,042             | 186,615             | 99,719              | 103,136             | 103,341             |
| <b>Total</b>       | <b>\$ 7,885,087</b> | <b>\$ 8,544,511</b> | <b>\$ 8,108,479</b> | <b>\$ 8,190,092</b> | <b>\$ 8,204,692</b> | <b>\$ 8,258,097</b> |

Service Budget by Account Type

|                | 2021 Actual         | 2022 Adopted        | 2022 Projected      | 2023 Request        | 2023 Executive      | 2023 Adopted        |
|----------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Revenue        | (18,189)            | (108,030)           | (84,171)            | (108,030)           | (138,030)           | (138,030)           |
| Personnel      | 1,728,878           | 2,122,138           | 1,900,616           | 2,055,328           | 2,073,718           | 2,127,123           |
| Non-Personnel  | 6,166,521           | 6,522,526           | 6,284,157           | 6,234,917           | 6,261,127           | 6,261,127           |
| Agency Charges | 7,877               | 7,877               | 7,877               | 7,877               | 7,877               | 7,877               |
| <b>Total</b>   | <b>\$ 7,885,087</b> | <b>\$ 8,544,511</b> | <b>\$ 8,108,479</b> | <b>\$ 8,190,092</b> | <b>\$ 8,204,692</b> | <b>\$ 8,258,097</b> |

*Service Overview*

**Service:** Econ Dev And Emp Opportunities

Service Description

This service supports small businesses and entrepreneurs through technical assistance and loans. It also assists youth and adults facing barriers to employment by supporting a network of local partners offering job and career training, skill development, and other related services. The goal of this service is to improve economic opportunities for job seekers, entrepreneurs, and small business owners.

Activities Performed by this Service

- Job Creation and Community Business Development: Provide loans to small businesses for projects that result in the creation of new jobs.
- Small Business (Micro-enterprise) Development: Provide technical assistance and small loans to entrepreneurs seeking to start new businesses.
- Adult Workforce Preparedness: Support community partners that offer a range of employment training, job readiness and career development services to persons who face obstacles to gainful employment.
- Youth Employment Opportunities and training: Support community partners providing age appropriate youth employment training, youth employment, and job coaching support.

Service Budget by Fund

|                    | 2021 Actual         | 2022 Adopted        | 2022 Projected      | 2023 Request        | 2023 Executive      | 2023 Adopted        |
|--------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| General            | 1,902,479           | 1,975,443           | 1,793,030           | 1,965,063           | 2,216,208           | 2,220,442           |
| Other-Expenditures | 469,025             | 1,432,432           | 1,841,288           | 805,806             | 806,090             | 807,096             |
| <b>Total</b>       | <b>\$ 2,371,505</b> | <b>\$ 3,407,875</b> | <b>\$ 3,634,318</b> | <b>\$ 2,770,870</b> | <b>\$ 3,022,297</b> | <b>\$ 3,027,538</b> |

Service Budget by Account Type

|                | 2021 Actual         | 2022 Adopted        | 2022 Projected      | 2023 Request        | 2023 Executive      | 2023 Adopted        |
|----------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Revenue        | (50,000)            | (40,000)            | (190,000)           | (126,250)           | (126,250)           | (126,250)           |
| Personnel      | 149,844             | 197,564             | 165,730             | 187,807             | 189,234             | 194,475             |
| Non-Personnel  | 2,386,411           | 3,403,311           | 3,811,588           | 2,873,023           | 3,123,023           | 3,123,023           |
| Agency Charges | (114,750)           | (153,000)           | (153,000)           | (163,710)           | (163,710)           | (163,710)           |
| <b>Total</b>   | <b>\$ 2,371,505</b> | <b>\$ 3,407,875</b> | <b>\$ 3,634,318</b> | <b>\$ 2,770,870</b> | <b>\$ 3,022,297</b> | <b>\$ 3,027,538</b> |

*Service Overview*

**Service:** Overall Program Administration

Service Description

This service supports general management and administrative functions for the Community Development Division, including staff's participation in citywide efforts and initiatives not specifically tied to one of the other services. The goal of this service is to respond to community needs by strengthening collaboration among community partners and providing effective and efficient coordination of City funding and resources.

Activities Performed by this Service

- Direct Administration and Support Services: Provide overall staffing, budgeting, and operational support to the division within the Community Development Block Grant (CDBG), childcare, community resources, and administration units.

Service Budget by Fund

|                    | 2021 Actual         | 2022 Adopted        | 2022 Projected      | 2023 Request        | 2023 Executive      | 2023 Adopted        |
|--------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| General            | 1,427,832           | 807,121             | 702,348             | 756,769             | 777,612             | 794,331             |
| Other-Expenditures | 1,152,254           | 305,725             | 422,267             | 306,499             | 345,417             | 327,918             |
| <b>Total</b>       | <b>\$ 2,580,086</b> | <b>\$ 1,112,846</b> | <b>\$ 1,124,615</b> | <b>\$ 1,063,268</b> | <b>\$ 1,123,029</b> | <b>\$ 1,122,249</b> |

Service Budget by Account Type

|                | 2021 Actual         | 2022 Adopted        | 2022 Projected      | 2023 Request        | 2023 Executive      | 2023 Adopted        |
|----------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Revenue        | (51,662)            | -                   | (53,500)            | -                   | -                   | -                   |
| Personnel      | 857,308             | 823,313             | 820,282             | 815,533             | 845,935             | 845,155             |
| Non-Personnel  | 1,643,162           | 158,255             | 226,555             | 143,313             | 156,351             | 156,351             |
| Agency Charges | 131,278             | 131,278             | 131,278             | 104,422             | 120,743             | 120,743             |
| <b>Total</b>   | <b>\$ 2,580,086</b> | <b>\$ 1,112,846</b> | <b>\$ 1,124,615</b> | <b>\$ 1,063,268</b> | <b>\$ 1,123,029</b> | <b>\$ 1,122,249</b> |

*Service Overview*

**Service:** Strong Healthy Neighborhoods

## Service Description

This service focuses on strengthening neighborhoods through strategic investments in physical assets and amenities, including neighborhood centers and other facilities that provide public benefit. This service also assists other neighborhood-based planning and revitalization efforts. The goal of this service is to strengthen neighborhoods and build communities that bring people of diverse backgrounds together.

## Activities Performed by this Service

- **Neighborhood Centers:** provide non-program specific support to neighborhood centers and for other community focal points.
- **Capital Improvements for Community Organizations:** offer loans to non-profit community partners to help finance capital projects that develop or improve community facilities that benefit public users.
- **Neighborhood Revitalization Plans and Projects:** work with neighborhood residents to develop specialized neighborhood plans that contribute to revitalization efforts and/or community improvements.

## Service Budget by Fund

|                    | 2021 Actual         | 2022 Adopted        | 2022 Projected      | 2023 Request        | 2023 Executive      | 2023 Adopted        |
|--------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| General            | 1,163,946           | 1,235,226           | 1,227,740           | 1,236,077           | 1,275,096           | 1,281,672           |
| Other-Expenditures | 602,500             | 755,161             | 723,964             | 813,593             | 844,078             | 845,438             |
| <b>Total</b>       | <b>\$ 1,766,446</b> | <b>\$ 1,990,387</b> | <b>\$ 1,951,704</b> | <b>\$ 2,049,670</b> | <b>\$ 2,119,175</b> | <b>\$ 2,127,110</b> |

## Service Budget by Account Type

|                | 2021 Actual         | 2022 Adopted        | 2022 Projected      | 2023 Request        | 2023 Executive      | 2023 Adopted        |
|----------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Revenue        | (20,743)            | (21,000)            | (21,000)            | (21,000)            | (21,000)            | (21,000)            |
| Personnel      | 167,592             | 221,585             | 197,235             | 212,979             | 282,484             | 290,419             |
| Non-Personnel  | 1,578,098           | 1,748,302           | 1,733,969           | 1,811,191           | 1,811,191           | 1,811,191           |
| Agency Charges | 41,500              | 41,500              | 41,500              | 46,500              | 46,500              | 46,500              |
| <b>Total</b>   | <b>\$ 1,766,446</b> | <b>\$ 1,990,387</b> | <b>\$ 1,951,704</b> | <b>\$ 2,049,670</b> | <b>\$ 2,119,175</b> | <b>\$ 2,127,110</b> |



**Community Development**

Function: **Planning & Development**

Line Item Detail

Agency Primary Fund: General

|                                   | 2021 Actual         | 2022 Adopted        | 2022 Projected      | 2023 Request        | 2023 Executive      | 2023 Adopted        |
|-----------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Intergov Revenues                 |                     |                     |                     |                     |                     |                     |
| Other Unit Of Gov Revenues Op     | -                   | (80,131)            | (155,131)           | (80,131)            | (80,131)            | (84,643)            |
| <b>Intergov Revenues Total</b>    | <b>\$ -</b>         | <b>\$ (80,131)</b>  | <b>\$ (155,131)</b> | <b>\$ (80,131)</b>  | <b>\$ (80,131)</b>  | <b>\$ (84,643)</b>  |
| Charges For Services              |                     |                     |                     |                     |                     |                     |
| Facility Rental                   | (488)               | (16,000)            | (8,000)             | (16,000)            | (16,000)            | (16,000)            |
| Application Service Fees          | (9,600)             | (5,000)             | (5,710)             | (5,000)             | (5,000)             | (5,000)             |
| <b>Charges For Services Total</b> | <b>\$ (10,088)</b>  | <b>\$ (21,000)</b>  | <b>\$ (13,710)</b>  | <b>\$ (21,000)</b>  | <b>\$ (21,000)</b>  | <b>\$ (21,000)</b>  |
| Invest Other Contrib              |                     |                     |                     |                     |                     |                     |
| Contributions & Donations         | (80,729)            | (74,030)            | (224,030)           | (160,280)           | (196,280)           | (196,280)           |
| <b>Invest Other Contrib Total</b> | <b>\$ (80,729)</b>  | <b>\$ (74,030)</b>  | <b>\$ (224,030)</b> | <b>\$ (160,280)</b> | <b>\$ (196,280)</b> | <b>\$ (196,280)</b> |
| Misc Revenue                      |                     |                     |                     |                     |                     |                     |
| Miscellaneous Revenue             | (77,804)            | (79,000)            | (116,641)           | (79,000)            | (113,000)           | (113,000)           |
| <b>Misc Revenue Total</b>         | <b>\$ (77,804)</b>  | <b>\$ (79,000)</b>  | <b>\$ (116,641)</b> | <b>\$ (79,000)</b>  | <b>\$ (113,000)</b> | <b>\$ (113,000)</b> |
| Transfer In                       |                     |                     |                     |                     |                     |                     |
| Transfer In From Capital Proj     | -                   | -                   | -                   | -                   | (100,000)           | (100,000)           |
| <b>Transfer In Total</b>          | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ (100,000)</b> | <b>\$ (100,000)</b> |
| Salaries                          |                     |                     |                     |                     |                     |                     |
| Permanent Wages                   | 2,098,534           | 2,487,125           | 2,260,843           | 2,472,891           | 2,472,891           | 2,551,055           |
| Salary Savings                    | -                   | (144,545)           | -                   | (63,589)            | (63,589)            | (63,589)            |
| Furlough Savings                  | (1,094)             | -                   | -                   | -                   | -                   | -                   |
| Premium Pay                       | 137                 | -                   | 2,293               | -                   | -                   | -                   |
| Compensated Absence               | 42,774              | -                   | 9,074               | -                   | -                   | -                   |
| Hourly Wages                      | 21,608              | 54,500              | 29,884              | 55,000              | 55,000              | 55,000              |
| Overtime Wages Permanent          | 199                 | 7,618               | -                   | 7,618               | 7,618               | 7,618               |
| <b>Salaries Total</b>             | <b>\$ 2,162,158</b> | <b>\$ 2,404,698</b> | <b>\$ 2,302,094</b> | <b>\$ 2,471,920</b> | <b>\$ 2,471,920</b> | <b>\$ 2,550,084</b> |
| Benefits                          |                     |                     |                     |                     |                     |                     |
| Comp Absence Escrow               | 15,188              | -                   | -                   | -                   | -                   | -                   |
| Health Insurance Benefit          | 361,956             | 404,963             | 370,448             | 378,272             | 396,427             | 396,427             |
| Wage Insurance Benefit            | 8,799               | 8,636               | 10,776              | 10,681              | 10,681              | 10,681              |
| WRS                               | 142,375             | 161,670             | 146,972             | 160,738             | 168,156             | 173,472             |
| FICA Medicare Benefits            | 159,624             | 182,595             | 170,804             | 184,754             | 183,902             | 189,881             |
| Post Employment Health Plans      | 4,800               | 7,985               | 7,385               | 7,495               | 7,495               | 7,495               |
| <b>Benefits Total</b>             | <b>\$ 692,742</b>   | <b>\$ 765,849</b>   | <b>\$ 706,385</b>   | <b>\$ 741,939</b>   | <b>\$ 766,660</b>   | <b>\$ 777,956</b>   |

**Community Development**

Function: **Planning & Development**

Line Item Detail

Agency Primary Fund: General

|                                 | 2021 Actual          | 2022 Adopted         | 2022 Projected       | 2023 Request         | 2023 Executive       | 2023 Adopted         |
|---------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Supplies                        |                      |                      |                      |                      |                      |                      |
| Office Supplies                 | 4,624                | 4,650                | 4,650                | 3,000                | 2,650                | 2,650                |
| Copy Printing Supplies          | 3,576                | 2,900                | 2,900                | 2,600                | 2,700                | 2,700                |
| Furniture                       | 214                  | 250                  | 250                  | 250                  | 250                  | 250                  |
| Hardware Supplies               | 17,168               | 14,500               | 14,500               | 14,500               | 14,500               | 14,500               |
| Software Lic & Supplies         | 448                  | 100                  | 100                  | 100                  | 100                  | 100                  |
| Postage                         | 4,435                | 3,391                | 3,391                | 3,350                | 3,400                | 3,400                |
| Program Supplies                | 330                  | 2,000                | 2,000                | 2,000                | 2,200                | 2,200                |
| Books & Subscriptions           | 556                  | 1,000                | 1,000                | 1,000                | 1,000                | 1,000                |
| Work Supplies                   | 1,205                | 900                  | 900                  | 900                  | 1,100                | 1,100                |
| Janitorial Supplies             | 2,698                | 3,200                | 3,200                | 3,200                | 3,200                | 3,200                |
| Food And Beverage               | 261                  | 1,800                | 1,800                | 1,800                | 1,200                | 1,200                |
| Building Supplies               | 433                  | 150                  | 150                  | 150                  | 550                  | 550                  |
| Equipment Supplies              | 111                  | -                    | -                    | -                    | -                    | -                    |
| <b>Supplies Total</b>           | <b>\$ 36,057</b>     | <b>\$ 34,841</b>     | <b>\$ 34,841</b>     | <b>\$ 32,850</b>     | <b>\$ 32,850</b>     | <b>\$ 32,850</b>     |
| Purchased Services              |                      |                      |                      |                      |                      |                      |
| Natural Gas                     | 2,523                | 1,800                | 5,012                | 2,660                | 2,660                | 2,660                |
| Electricity                     | 25,444               | 26,500               | 19,520               | 27,825               | 27,825               | 27,825               |
| Water                           | 3,575                | 3,000                | 2,596                | 3,000                | 3,000                | 3,000                |
| Telephone                       | 2,085                | 3,622                | 2,355                | 1,500                | 1,500                | 1,500                |
| Cellular Telephone              | 1,948                | -                    | 1,728                | -                    | -                    | -                    |
| Building Improv Repair Maint    | 16,701               | 20,500               | 25,667               | 15,500               | 15,500               | 15,500               |
| Waste Disposal                  | -                    | -                    | -                    | 1,596                | 1,596                | 1,596                |
| Pest Control                    | 285                  | 270                  | 288                  | 360                  | 360                  | 360                  |
| Elevator Repair                 | 1,750                | 1,750                | 1,750                | 1,920                | 1,920                | 1,920                |
| Facility Rental                 | 60,748               | 80,872               | 80,872               | 82,957               | 82,957               | 82,957               |
| Custodial Bldg Use Charges      | 11,880               | 12,780               | 13,200               | 14,688               | 14,688               | 14,688               |
| Equipment Mntc                  | 3,888                | 3,500                | 3,796                | 3,500                | 4,000                | 4,000                |
| System & Software Mntc          | 6,871                | 6,400                | 6,400                | 5,400                | 1,780                | 1,780                |
| Rental Of Equipment             | 46                   | -                    | 48                   | -                    | 50                   | 50                   |
| Recruitment                     | 963                  | 2,972                | 1,000                | 4,000                | 4,100                | 4,100                |
| Mileage                         | -                    | 175                  | -                    | 50                   | 50                   | 50                   |
| Conferences & Training          | 15,664               | 22,727               | 22,688               | 23,144               | 23,394               | 23,394               |
| Memberships                     | 2,440                | 2,065                | 1,997                | 1,450                | 1,650                | 1,650                |
| Medical Services                | 3,370                | -                    | -                    | -                    | -                    | -                    |
| Credit Card Services            | 180                  | 180                  | 259                  | 180                  | 180                  | 180                  |
| Storage Services                | 1,015                | 285                  | 830                  | 285                  | 285                  | 285                  |
| Consulting Services             | 3,384                | 1,785                | 285                  | 1,860                | 360                  | 360                  |
| Advertising Services            | 1,975                | 7,350                | 1,400                | 6,950                | 7,000                | 7,000                |
| Printing Services               | 1,718                | 1,000                | 2,274                | 1,000                | 1,600                | 1,600                |
| Parking Towing Services         | -                    | -                    | -                    | -                    | 500                  | 500                  |
| Transportation Services         | 13                   | -                    | 675                  | -                    | 3,000                | 3,000                |
| Catering Vending Services       | -                    | 2,350                | 1,253                | 2,350                | 2,000                | 2,000                |
| Program Services                | 603,382              | 583,000              | 575,515              | 551,000              | 549,500              | 549,500              |
| Other Services & Expenses       | 33,042               | 88,700               | 164,410              | 13,000               | 2,050,900            | 2,050,900            |
| Grants                          | 100,377              | 178,007              | 178,007              | 178,007              | 2,208,007            | 2,208,007            |
| Comm Agency Contracts           | 10,728,893           | 10,497,670           | 10,497,670           | 10,634,382           | 10,884,382           | 10,888,894           |
| Loans                           | -                    | -                    | -                    | -                    | 100,000              | 100,000              |
| Taxes & Special Assessments     | 11,220               | -                    | 9,994                | -                    | -                    | -                    |
| Permits & Licenses              | 487                  | 540                  | 542                  | 540                  | 570                  | 570                  |
| <b>Purchased Services Total</b> | <b>\$ 11,645,869</b> | <b>\$ 11,549,800</b> | <b>\$ 11,622,032</b> | <b>\$ 11,579,104</b> | <b>\$ 15,995,314</b> | <b>\$ 15,999,826</b> |

**Community Development**

Function: **Planning & Development**

Line Item Detail

Agency Primary Fund: General

|                                   | 2021 Actual         | 2022 Adopted        | 2022 Projected      | 2023 Request        | 2023 Executive      | 2023 Adopted        |
|-----------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Debt Othr Financing               |                     |                     |                     |                     |                     |                     |
| Interest                          | 7,800               | 45,000              | -                   | 35,248              | 35,248              | 35,248              |
| <b>Debt Othr Financing Total</b>  | <b>\$ 7,800</b>     | <b>\$ 45,000</b>    | <b>\$ -</b>         | <b>\$ 35,248</b>    | <b>\$ 35,248</b>    | <b>\$ 35,248</b>    |
| Inter Depart Charges              |                     |                     |                     |                     |                     |                     |
| ID Charge From Engineering        | 97,677              | 97,677              | 97,677              | 102,677             | 102,677             | 102,677             |
| ID Charge From Insurance          | 38,384              | 38,384              | 38,384              | 11,620              | 27,941              | 27,941              |
| ID Charge From Workers Comp       | 3,094               | 3,094               | 3,094               | 3,002               | 3,002               | 3,002               |
| <b>Inter Depart Charges Total</b> | <b>\$ 139,155</b>   | <b>\$ 139,155</b>   | <b>\$ 139,155</b>   | <b>\$ 117,299</b>   | <b>\$ 133,620</b>   | <b>\$ 133,620</b>   |
| Inter Depart Billing              |                     |                     |                     |                     |                     |                     |
| ID Billing To Stormwater          | (114,750)           | (153,000)           | (153,000)           | (163,710)           | (163,710)           | (163,710)           |
| <b>Inter Depart Billing Total</b> | <b>\$ (114,750)</b> | <b>\$ (153,000)</b> | <b>\$ (153,000)</b> | <b>\$ (163,710)</b> | <b>\$ (163,710)</b> | <b>\$ (163,710)</b> |

Position Summary

| Classification            | CG | 2022 Budget Adopted |                  | Request      |                  | 2023 Budget Executive |                  | Adopted      |                  |
|---------------------------|----|---------------------|------------------|--------------|------------------|-----------------------|------------------|--------------|------------------|
|                           |    | FTEs                | Amount           | FTEs         | Amount           | FTEs                  | Amount           | FTEs         | Amount           |
| ACCT TECH 3-20            | 20 | 1.00                | 74,874           | 1.00         | 75,248           | 1.00                  | 75,248           | 1.00         | 77,627           |
| ADMIN SUPV-18             | 18 | 1.00                | 68,949           | 1.00         | 72,624           | 1.00                  | 72,624           | 1.00         | 74,919           |
| CHILD CARE PROG SPEC 2-18 | 18 | 4.00                | 326,162          | 4.00         | 333,787          | 4.00                  | 333,787          | 4.00         | 344,338          |
| CHILD CARE PROG SPEC 3-18 | 18 | 2.00                | 160,220          | 2.00         | 164,596          | 2.00                  | 164,596          | 2.00         | 169,799          |
| CLERK 1-20                | 20 | -                   | -                | 2.00         | 79,832           | 2.00                  | 79,832           | 2.00         | 82,356           |
| CLERK-TYP 2-20            | 20 | 1.00                | 53,833           | 1.00         | 54,102           | 1.00                  | 54,102           | 1.00         | 55,812           |
| COM DEV TECH 2-20         | 20 | 3.00                | 216,600          | 3.00         | 218,354          | 3.00                  | 218,354          | 3.00         | 225,256          |
| COMM DEV DIV DIR-21       | 21 | 1.00                | 139,123          | 1.00         | 139,818          | 1.00                  | 139,818          | 1.00         | 144,238          |
| COMM DEV GRTS SUPV-18     | 18 | 1.00                | 118,606          | 1.00         | 119,198          | 1.00                  | 119,198          | 1.00         | 122,966          |
| COMM DEV PROG MGR-18      | 18 | 2.00                | 201,844          | 2.00         | 191,283          | 2.00                  | 191,283          | 2.00         | 197,329          |
| COMM DEV SPEC 1-18        | 18 | 1.00                | 62,681           | 2.00         | 125,986          | 2.00                  | 125,986          | 2.00         | 129,969          |
| COMM DEV SPEC 2-18        | 18 | 11.00               | 834,217          | 10.00        | 728,542          | 10.00                 | 728,542          | 10.00        | 751,570          |
| COMM DEV SPEC 3-18        | 18 | 2.00                | 152,335          | 3.00         | 233,070          | 3.00                  | 233,070          | 3.00         | 240,437          |
| COMM DEV SPEC 4-18        | 18 | 1.00                | 109,089          | 1.00         | 109,634          | 1.00                  | 109,634          | 1.00         | 113,099          |
| CUSTODIAL WKR 2-16        | 16 | 1.00                | 60,853           | 1.00         | 49,104           | 1.00                  | 49,104           | 1.00         | 50,656           |
| HSG REHAB SPEC-18         | 18 | 2.00                | 158,349          | 2.00         | 159,140          | 2.00                  | 159,140          | 2.00         | 164,170          |
| MENTAL HEALTH SPECIALIST  | 18 | 1.00                | 73,071           | 1.00         | 74,170           | 1.00                  | 74,170           | 1.00         | 76,514           |
| PLANNER 2-18              | 18 | 1.00                | 77,120           | 1.00         | 81,082           | 1.00                  | 81,082           | 1.00         | 83,645           |
| PROGRAM ASST 1-20         | 20 | 2.00                | 116,834          | 3.00         | 171,031          | 3.00                  | 171,031          | 3.00         | 176,437          |
| S.C. VOLUNTEER COORD-20   | 20 | 1.00                | 60,992           | 1.00         | 61,297           | 1.00                  | 61,297           | 1.00         | 63,234           |
| SENIOR CTR DIR-18         | 18 | 1.00                | 108,114          | 1.00         | 108,655          | 1.00                  | 108,655          | 1.00         | 112,089          |
| SR CTR PROG COORD-18      | 18 | 1.00                | 70,028           | 1.00         | 70,377           | 1.00                  | 70,377           | 1.00         | 72,602           |
| <b>TOTAL</b>              |    | <b>41.00*</b>       | <b>3,243,894</b> | <b>45.00</b> | <b>3,420,931</b> | <b>45.00</b>          | <b>3,420,931</b> | <b>45.00</b> | <b>3,529,061</b> |

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.

\*The CDD 2022 adopted budget included 4.0 full-time, limited term positions to support emergency rental assistance program operations. These positions are funded through the City's allocation of American Rescue Plan Act (ARPA) State and Local Fiscal Recovery Funds (SLFRF). The use of ARPA SLFRF funds for this purpose was approved by the Common Council through RES-21-00487. These positions were inadvertently excluded from the 2022 adopted budget. The correct number of positions in the 2022 adopted budget is 45.0 FTEs.