



Memorandum

To: Members of the City of Bloomington Common Council

From: Lisa Abbott, Director, Housing and Neighborhood Development
Department

Date: July 20, 2009

The Housing and Neighborhood Development (HAND) Department provides many programs and services designed to help maintain the unique and individual character of Bloomington while maximizing our resources. The HAND Department is funded through the General Fund, Community Development Block Grant, HOME Investment Partnership Program and outside programs and grants such as the Bloomington Urban Enterprise Association and the Housing Counseling Program. The Community Development Block Grant and HOME Investment Partnership Program fiscal years run June 1 through May 31. Community Development Block Grant allocations are approved by the Council in March prior to the start of that fiscal year.

Community Commerce: As part of furthering Community Commerce, HAND will continue to provide assistance to businesses and individuals to expand their business or professional opportunities through the Bloomington Urban Enterprise Association (BUEA). Councilmember Sturbaum is the City Council's representative to the BUEA board.

Community Collaboration:

The HAND Department collaborates with a variety of community agencies and educational institutions including:

- The Community and Family Resources and HAND Departments will be spearheading the Census 2010 Complete Count Committee in a collaborative effort with numerous other governmental, social service and educational entities to provide the most accurate count possible;
- HAND provides a housing counselor to the Shalom Community Center to assist its customers with housing difficulties through the Housing Counseling Program;
- HAND collaborates with local committees such as the Housing Network, the Don't Borrow Trouble group and the Section 8 Homeownership Program committee to provide educational opportunities and technical assistance;
- We collaborate with Indiana University on the "Be a Good Neighbor" program; and

- We work with the Bloomington Housing Authority on a number of initiatives including sponsoring National Night Out through our Neighborhood Services Program.

Community Condition:

HAND works to enhance the quality of life in Bloomington through various programs and services that improve both the physical condition of the city and its living environment. This year, HAND's goals include:

Using General Fund:

- Strengthen social service agencies and enhance services to low income populations by providing administrative assistance to the Jack Hopkins Council Social Service Grants Program (2010 funding requested is \$200,000, which is an increase of \$20,000);
- Strengthen our community neighborhoods by cycling approximately 5,000 rental units and providing inspections on a complaint basis;
- Provide citizens with information on programs such as Pick-it Up, Quiet Nights, Lower the Boom and Title 6;
- Provide funding and technical assistance for Neighborhood Improvement Grants and Small & Simple Grants; and
- Host two neighborhood cleanups and the downtown cleanup.

Using CDBG:

- Investment in infrastructure by providing funding to install curbs, sidewalks and storm water systems in low to moderate income areas and for low-income housing projects. This includes funds approved for the Country Club sidepath project;
- Strengthen our community's neighborhoods by providing 10 emergency home repair grants, 12 home modifications for accessibility, and three housing rehabilitations (partially funded by HOME). Introduce the furnace and insulation pilot project;
- Provide funding for improvements to the Monroe County United Ministries Childcare facility;
- Strengthen social service agencies by providing operating funding through the Community Development Block Grant program; and
- Complete the Consolidated Plan 2010-2015, which is the City's five-year strategic plan for the use of CDBG & HOME.

Using HOME:

- As our part of the city's sustainability efforts, HAND incorporated lessons learned from EverGreen Village into our construction guidelines. Further, we are doing blower-door tests on all rehab projects to track improvements in energy efficiency (also on CDBG funded projects);
- Provide funding assistance to local nonprofit and for-profit housing developers to create affordable housing;

- Strengthen our community neighborhoods by providing funds to rehabilitate existing homes through a variety of HAND programs; and
- Provide Tenant Based Rental Assistance to the Bloomington Housing Authority to help shelter households on their Section 8 waiting list.

HAND will provide educational opportunities through the Home Buyer's Club, This Whole House and R101 – Renting in Bloomington. We will also continue to provide the needed one-on-one counseling to local residents in the areas of pre-purchase, default, homeless, rental and reverse mortgage counseling through our housing counseling program.

Community Character:

To preserve our Community Character and heritage, HAND provides the following:

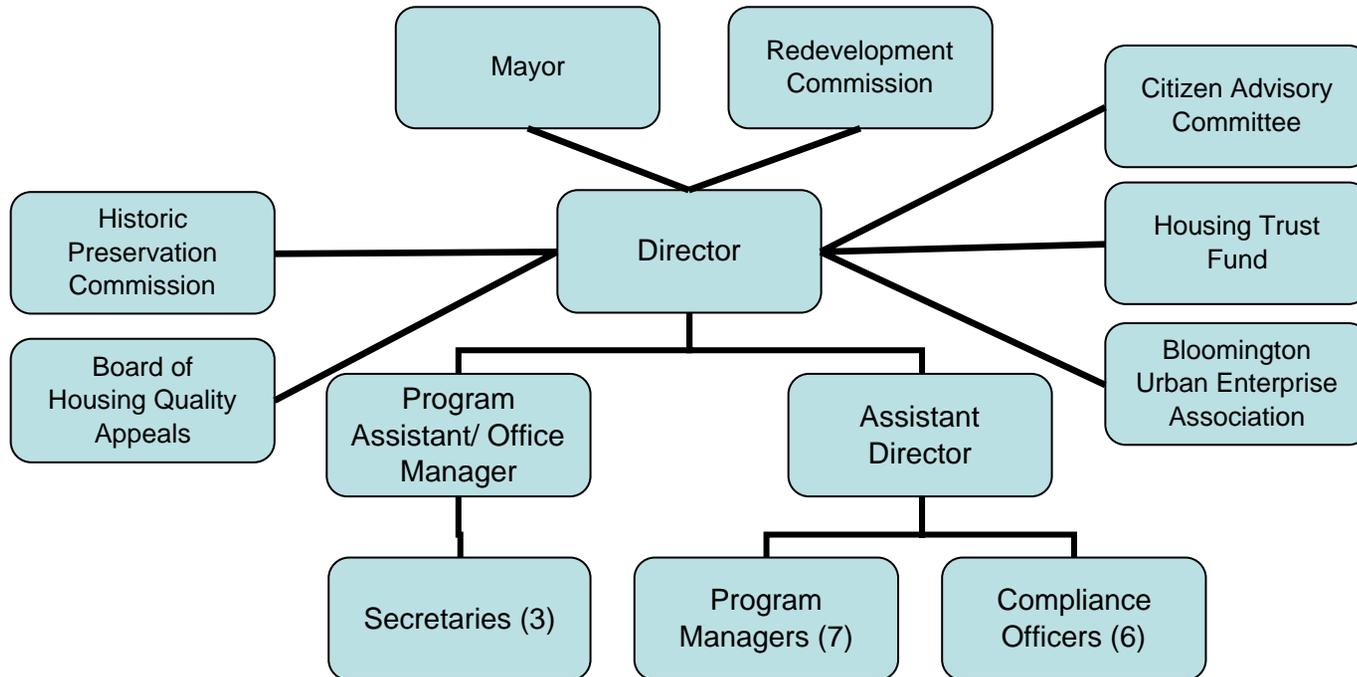
Through neighborhood involvement:

- Create a Neighborhood Leadership Program to enhance awareness of their values, assets and approaches in leadership. Provide opportunity to build leadership skills to promote meaningful action in their neighborhood;
- Communication through the HAND Update of City programs, services and events pertinent to Bloomington residents and neighborhood organizations;
- Host Blooming Neighborhood Awards and various educational opportunities; and
- Host the 12th Annual Citizens' Academy and Latino Citizens Academy.

Through historic preservation:

- Locate and coordinate incentives for adaptive reuse of historic properties in the downtown;
- Host educational seminars and workshops on historic preservation topics and provide technical assistance to the owners of historic properties;
- Review projects for Demolition Delay or a Certificate of Appropriateness and, when needed, provide scholarships for renderings or plans to owners to facilitate a more complete review process;
- Work with interested neighborhoods investigating conservation districts or historic districts; and
- Survey areas not included in the Interim Report for the next report and as requested by eligible neighborhoods.

HOUSING & NEIGHBORHOOD DEVELOPMENT



Housing and Neighborhood Development 2009 Budget vs. 2010 Budget

Budget Allocation	2009 Budget			2010 Budget			\$ Change
	General Fund	Other Funds	Total	General Fund	Other Funds	Total	
100 - Personal Services	775,121	277,506	1,052,627	778,199	282,517	1,060,715	8,088
200 - Supplies	13,883	3,000	16,883	9,283	3,000	12,283	(4,600)
300 - Other Services	289,435	1,367,696	1,657,131	304,978	1,467,121	1,772,099	114,968
400 - Capital Outlays	250,000	0	250,000	50,000	-	50,000	(200,000)
Total	1,328,439	1,648,202	2,976,641	1,142,460	1,752,638	2,895,098	(81,543)

Employees	2009 Budget		2010 Budget		# Change
Regular	18.500		18.500		0.000
Temporary	0.000		0.000		0.000
Total	18.500		18.500		0.000

Department: H.A.N.D.		2008	2008	2009	2010	\$	%
Fund: GENERAL (101-15 TOTAL)		Budget *	Actual	Budget **	Request	Change	Change
* Budget amounts include all appropriations approved. ** Budget amounts include appropriations approved through June 30th.							
1 PERSONAL SERVICES			FTE:	13.450	13.450		
11	Salaries & Wages						
1110	Salaries & Wages - Regular	521,879	533,310	544,843	548,092	3,248	0.60%
1120	Salaries & Wages - Temporary	5,400	490	5,400	5,400		
1130	Salaries & Wages - Overtime						
12	Employee Benefits						
1210	FICA	40,337	36,805	42,094	42,342	248	0.59%
1220	PERF	54,797	51,808	58,571	60,290	1,719	2.94%
1230	Health Insurance	120,858	120,858	122,075	122,075		
1240	Unemployment Compensation						
1250	New Officer Medicare						
1260	Clothing Allowance						
1270	Police PERF						
1280	Fire PERF						
13	Other Personal Services						
1310	Other Personal Services	2,678	2,678	2,139		-2,139	(100.00%)
TOTAL - CATEGORY 1:		745,949	745,949	775,121	778,199	3,078	0.40%
2 SUPPLIES							
21	Office Supplies						
2110	Office Supplies	2,174	1,896	3,300	1,900	-1,400	(42.42%)
22	Operating Supplies						
2210	Institutional & Medical						
2220	Agricultural Supplies						
2230	Garage & Motor Supplies						
2240	Fuel & Oil	7,800	7,583	8,700	5,500	-3,200	(36.78%)
23	Repair & Maintenance Supplies						
2310	Building Materials & Supplies						
2320	Motor Vehicle Repair						
2330	Street, Alley & Sewer Materials						
2340	Other Repairs & Maintenance						
24	Other Supplies						
2410	Books	196		196	196		
2420	Other Supplies	2,813	3,399	1,687	1,687		
2430	Uniforms and Tools						
TOTAL - CATEGORY 2:		12,983	12,878	13,883	9,283	-4,600	(33.13%)
3 OTHER SERVICES & CHARGES							
31	Professional Services						
3110	Engineering & Architectural						
3120	Special Legal Services						
3130	Medical						
3140	Exterminator Services						
3150	Communications Contract						
3160	Instruction	5,990	4,267	5,990	5,990		
3170	Mgt. Fees, Consultants & Workshops	495	86	495	495		
32	Communication & Transportation						
3210	Telephone	1,188	607	1,188	1,188		
3220	Postage	990		990	990		
3230	Travel	1,000	790	1,000	1,000		
3240	Freight/Other						
3250	Pagers						
33	Printing & Advertising						
3310	Printing	2,421	1,690	3,235	2,564	-671	(20.74%)
3320	Advertising	1,337	214	3,387	3,387		

Department: H.A.N.D.		2008	2008	2009	2010	\$	%
Fund: GENERAL (101-15 TOTAL)		Budget *	Actual	Budget **	Request	Change	Change
34	Insurance						
	3410 Liability & Casualty Premiums						
	3420 Worker's Comp. & Risk Admin.						
35	Utility Services						
	3510 Electrical Services						
	3520 Street Lights/Traffic Signals						
	3530 Water & Sewer						
	3540 Natural Gas						
36	Repairs & Maintenance						
	3610 Building						
	3620 Motor	7,400	7,400	9,000	8,200	-800	(8.89%)
	3630 Machinery & Equip. Repairs & Maint.						
	3640 Hardware & Software Maintenance						
	3650 Other Repairs & Maintenance						
37	Rentals						
	3710 Land						
	3720 Building						
	3730 Machinery & Equipment	49		49	49		
	3740 Hydrant Rental						
	3750 Other						
38	Debt Service						
	3810 Principal						
	3820 Interest						
	3830 Bank Charges						
	3840 Lease Payments						
39	Other Services & Charges						
	3910 Dues & Subscriptions	594	522	594	594		
	3920 Laundry & Other Sanitation Serv.						
	3940 Temporary Contractual Employment	1,250	313	1,250	1,250		
	3950 Landfill Fees						
	3960 Grants	241,500	232,955	252,000	269,500	17,500	6.94%
	3970 Mayor's Promotion of Business						
	3980 Community Access TV/Radio						
	3990 Other Services and Charges	10,197	10,730	10,257	9,771	-486	(4.74%)
	3991 3991 Crime Control						
TOTAL - CATEGORY 3:		274,411	259,574	289,435	304,978	15,543	5.37%
4 CAPITAL OUTLAYS							
41	Land						
	4110 Land Purchase						
42	Buildings						
	4210 Building Purchase						
43	Improvements Other Than Building						
	4310 Improvements Other Than Bldg.	250,000	235,947	250,000	50,000	-200,000	(80.00%)
44	Machinery & Equipment						
	4410 Lease-purchase						
	4420 Purchase of Equipment						
	4430 Furniture & Fixtures						
	4440 Motor Equipment						
	4450 Equipment - ITS Capital Replacemen						
45	Other Capital Outlays						
	4510 Other Capital Outlays						
TOTAL - CATEGORY 4:		250,000	235,947	250,000	50,000	-200,000	(80.00%)
TOTAL - ALL CATEGORIES:		1,283,343	1,254,348	1,328,439	1,142,460	-185,979	(14.00%)