

City of Memphis
Division of
Housing and Community
Development

FY 2016 O&M Budget Request

A C Wharton, Jr. Mayor
Robert Lipscomb, Director

Fund: 0111

April 20, 2015

Housing and Community Development

Mission Statement:

To develop a system of integrated services and activities that drive neighborhood redevelopment, investment in housing capital and economic development throughout the City of Memphis.

Vision Statement:

To become a model in community revitalization.

Strategic Priorities Addressed by Housing & Community Development:

- Create safe and vibrant neighborhoods*
- Grow prosperity and opportunity for all*
- Invest in our young people*
- Advance a culture of excellence in government*



Overview of New Service Delivery Initiatives in The FY2016 Budget

Staffing changes

- N/A

Programs Changes and Cost Implementation Reflected in 2016 Plan

- N/A

Housing and Community Development

**Bridge Analysis-Expense
FY2015 Adopted (Total Division Gross Expenditure Budget)**

\$ 4,480,228

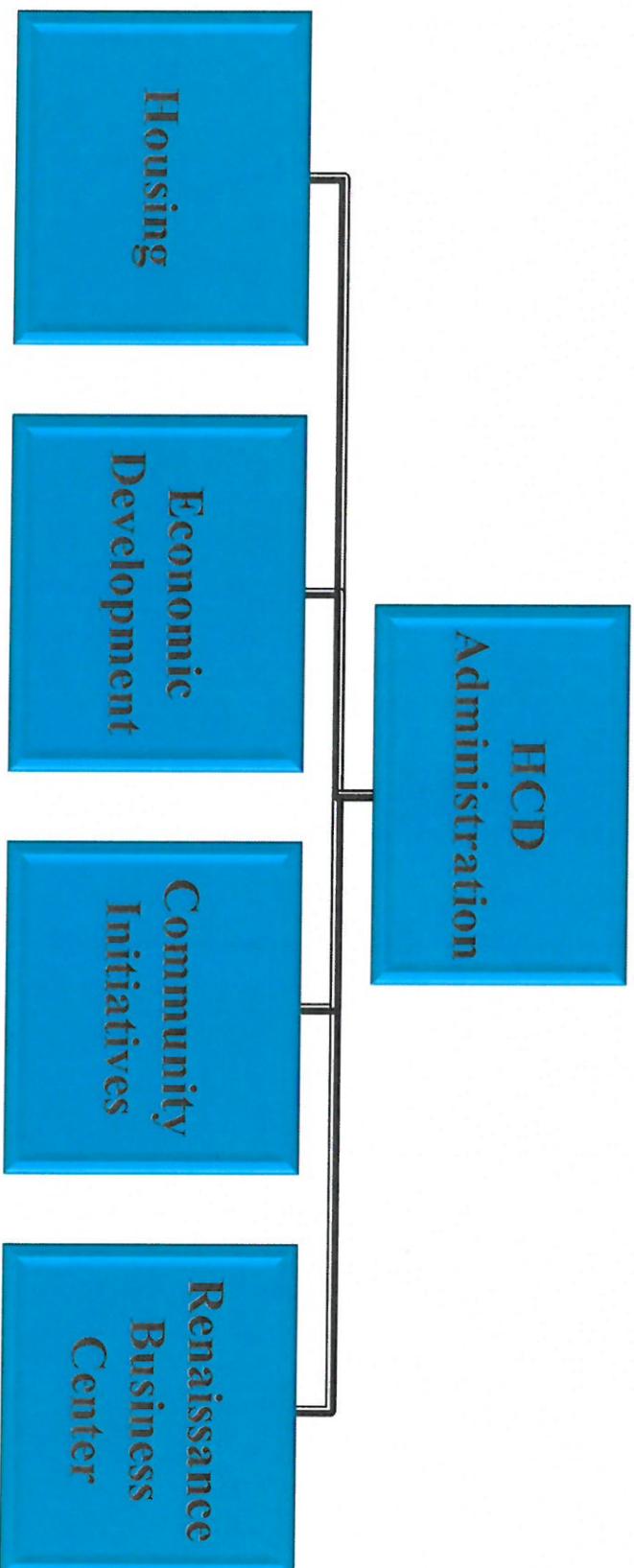
<u>Increases</u>		<u>Explanations</u>
Personnel	\$ 8,144.00	Health Insurance-Changes due to employee mix and selection of coverages, ARC-Administrative Initiative to Fund ARC at required levels, and OPEB
Materials & Supplies	\$ -	
Capital Outlay	\$ -	
Other	\$ -	
<i>(Other expenses not detailed)</i>		
Total Increase	\$ 8,144.00	
<u><u>Decreases</u></u>		
Personnel	\$ (4,447.50)	Benefits Adjustments and Unemployment Adjustments
Materials & Supplies	\$ -	
Capital Outlay	\$ -	
Other	\$ -	
<i>(Other expenses not detailed)</i>		
Total Decrease	\$ (4,447.50)	
Net Increase/(Decrease)	\$ 3,696.50	

FY2016 Budget Proposal **\$ 4,483,925**



Housing and Community Development ~ FY2016 Budget Request

Organization Chart



Description of Legal Levels



Housing

- Legal level:
 - 210201
- Description:
 - Creates home ownership opportunities for families buying real estate within the corporate limits of Memphis by assisting with down payment and closing cost.
- Strategic Goals:
 - To increase homeownership opportunities throughout the City of Memphis by providing financial and counseling services. (L/M DPA, SHAPE, COPS, TAP)
- Mayor's Strategic Priorities:
 - Create Safe and Vibrant Neighborhoods



Epworth Memphis - DPA



College Park - DPA



Nehemiah Housing - DPA

HCD's Housing Programs

- ▶ Down Payment Assistance (DPA)
- ▶ Housing and Rehabilitation Program
 - New Critical Need Homeowner Repair (Outsourced)
- ▶ Community Housing Development Organization (CHDO)
- ▶ Real Estate Development Department (REDD)



Economic Development

- **Legal level:**
 - 210301
- **Description:**
 - Provides financing opportunities for emerging and existing small business for job creation and retention through public-private partnership.
- **Strategic Goals:**
 - To assist Business and Economic Development Programs that are designed to increase the standard of living, create or retain jobs, or increase the wealth within the community.
- **Mayor's Strategic Priorities:**
 - Grow prosperity and opportunity for all
 - Invest in our young people



Peabody Place

\$100 million – Public/Private Project
Annual Jobs 700+; Net Amount Tax Rev.
\$2 million



Court Square

\$43 million Project with \$5 million in
public funding



Crosstown

\$100+ million Public/Private Project
Annual Jobs 800+

Section 108-Debt Services

Peabody Place

- \$100+ million public/private project part of the core re-development efforts in downtown Memphis which brought over 700 new jobs additional annual tax revenues of \$2 million; \$12 million Section 108 loan with a principal balance of \$7.9 million; other re-development projects in area include Redbird Stadium, AutoZone, and Beale Street

Court Square

- \$43+ million public/private project part of the redevelopment of three Memphis landmark buildings (the Lowenstein Bldg., Lincoln American Tower, and the Court Annex Bldg.); 250k sq. ft. of 76 class A residential units, 43k sq. ft. of commercial space, and two 7k sq. ft. offices; \$8.5 million Section 108 loan with a principal balance of \$8.5 (interest only payments, debt serviced with federal funds)

Crosstown

- \$100+ million public/private project part of the core redevelopment efforts of the 10-story, 1.5 million sq. ft. warehouse building formerly known as Sears Crosstown Distribution Facility (Crosstown Development Project) will be transformed into a multi-use facility providing employment, medical services, education and housing; an estimate of 877 new jobs; 260 apartments ranging from studios to one-, two- and three-bedrooms; a minimum of 20% of the units will be affordable housing as defined by the Downtown Memphis Commission



Community Initiatives

- **Legal level:**
 - 210401
- **Description:**
 - Utilize local funding to address community-based needs through grants and sponsorships for outreach activities
- **Strategic Goals:**
 - To assist and provide funding to Community Initiative, programs and activities designed for community building that will strengthen the capacity of neighborhood residents, associations, and institutions.
- **Mayor's Strategic Priorities:**
 - Create Safe and Vibrant Neighborhoods
 - Grow prosperity and opportunity for all
 - Invest in our your people



Frayer CDC – Agnes Place



Memphis Black Arts Alliance



Neighborhood Christian Center



Renaissance Business Center

Legal level:

- 210501

Description:

- To connect the community and private institutions to help persons and organizations grow successful businesses.

Strategic Goals:

- To design and implement programs and services that provide employment opportunities for Memphis residents through sustainable business enterprises.

Mayor's Strategic Priorities:

- Grow prosperity and opportunities for all
- Invest in our young people



Contractor's Assistance Program



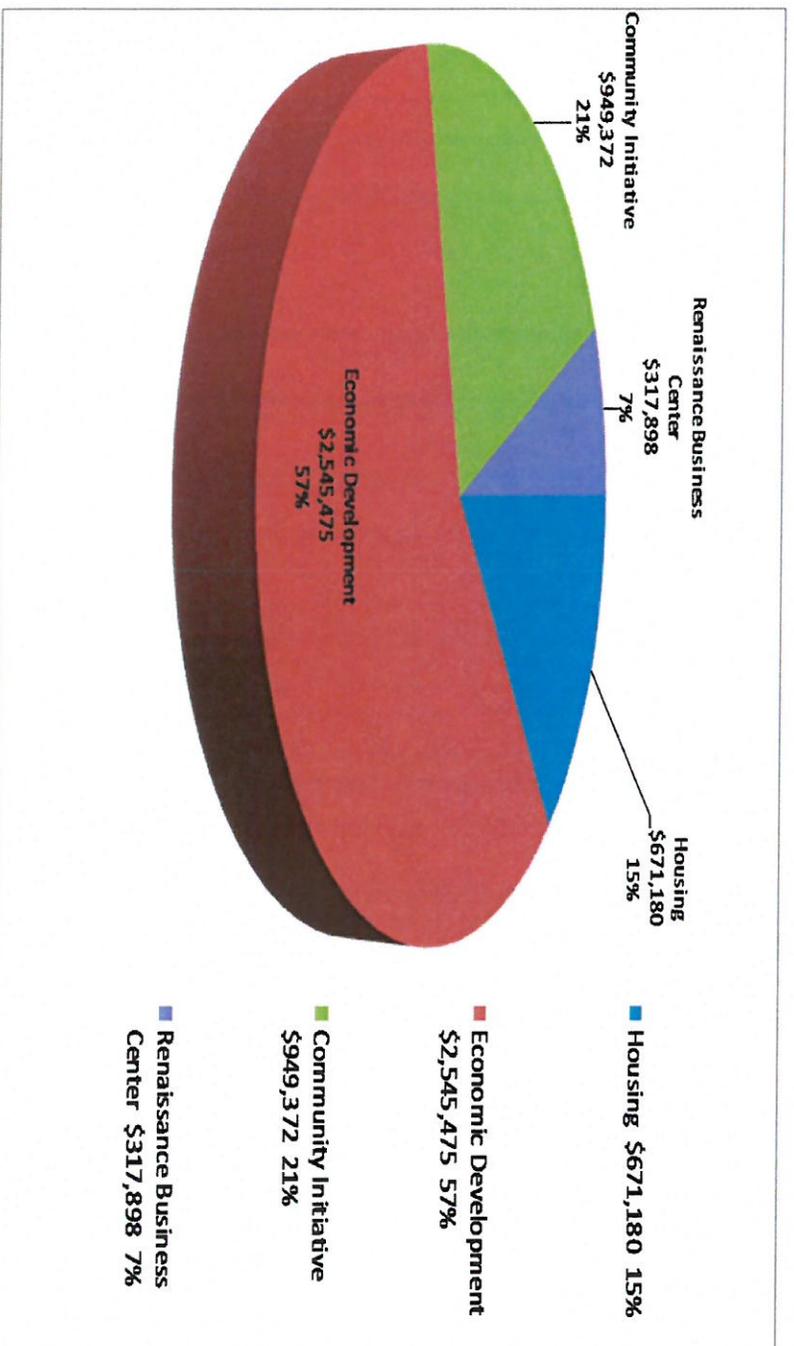
Taylor-Brown Apothecary



Jay-C Construction

FY 2016 Expenditure Budget by Legal Level

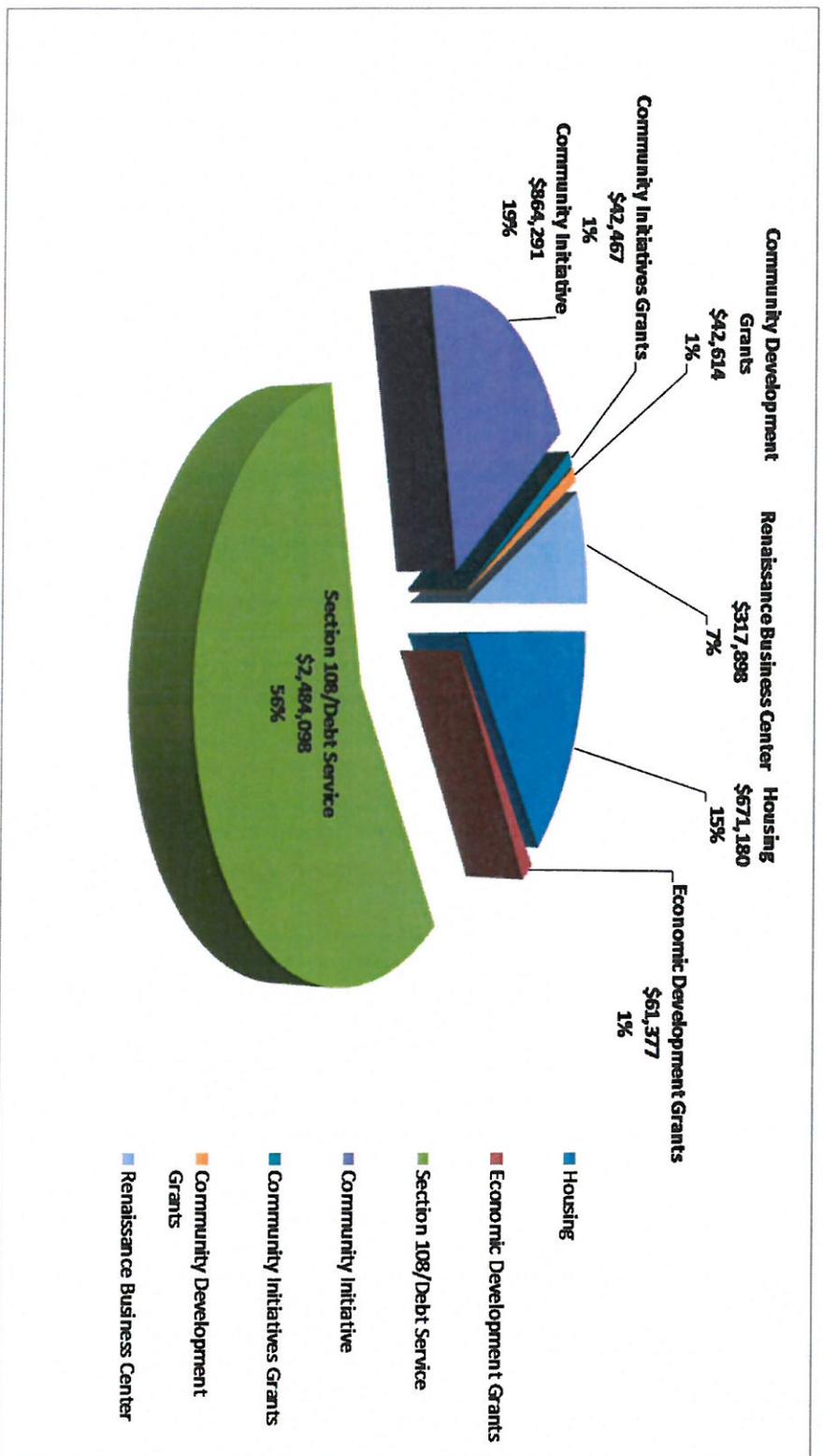
Housing & Community Development Total Expenditures:
\$4,483,925.00



Housing and Community Development ~ FY2016 Budget Request

FY 2016 Expenditure Budget

Housing & Community Development Total Expenditures:
\$4,483,925.00

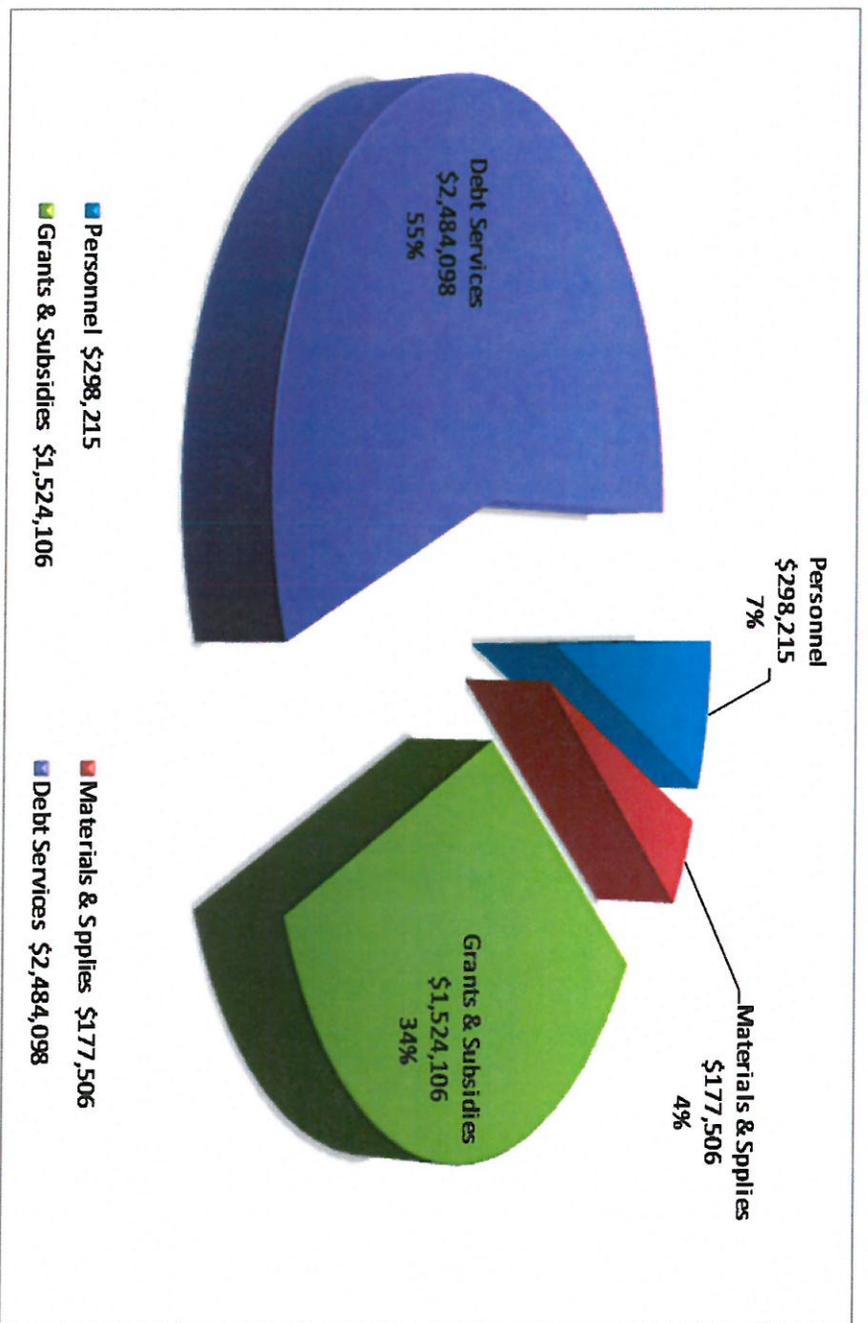


Housing and Community Development ~ FY2016 Budget Request

FY 2016 Expenditures by Category

Housing & Community Development FY2016 Expenditures:

\$4,483,925.00



Housing and Community Development ~ FY2016 Budget Request

City of Memphis

5-Year Expense Trend Report – Division Level

*Legal Levels in Supplemental Book
As of: Mar YTD FY15*

	FY12	FY13	FY14	FY15	FY15	FY15	FY15	FY16
	Year Total	Year Total	Year Total	Mar YTD	Total Year	Year Total	Year Total	Year Total
	Actual	Actual	Actual	Actual	Forecast	Budget	Request	Request
	Final	Final	Final			FY15 Adopted	Stage 2	
S210000 Division-Housing & Community Development								
0111 General Fund								
500 Personnel Services								
51101 Full-Time Salaries	177,476	166,421	182,522	121,520	156,406	211,601	211,601	211,601
51102 Holiday Salary Full Time	10,129	10,091	10,580	8,139	13,827	-	-	-
51103 Vacation Leave	7,353	12,863	10,527	13,621	35,057	-	-	-
51104 Bonus Leave	1,706	1,393	1,372	1,112	483	-	-	-
51105 Sick Leave	13,674	11,055	6,524	7,760	5,878	-	-	-
51302 Pension	12,846	12,110	12,692	9,129	12,694	12,696	12,696	12,696
51304 Social Security	-	-	-	553	173	-	-	-
51307 Pension ARC Funding	-	-	-	6,375	20,126	20,126	20,126	22,232
51308 Group Life Insurance	755	718	753	526	857	857	857	857
51310 Unemployment	925	875	725	750	750	750	750	550
51214 Medicare	2,851	2,645	2,762	2,075	3,385	3,386	3,386	3,386
51315 Long Term Disability	585	559	586	411	635	635	635	635
51322 Health Insurance - Premier	46,175	45,326	44,180	36,956	52,983	52,985	54,775	54,775
51323 Other Post Employment Benefits	-	67,324	31,463	-	-	-	-	4,248
51402 Salaries-Part Time/Temporary	-	-	-	8,919	15,048	-	-	-
51501 On the Job Injury	882	2,746	4,605	-	-	-	-	-
51601 Payroll Reserve	(9,576)	1,471	807	-	-	-	-	-
51901 Attrition	-	-	-	-	-	-	(8,517)	(8,517)
51902 Bonus Pay	3,750	-	-	-	-	-	-	-
51326 Benefits Adjustments	-	-	-	-	-	-	-	(4,248)
Total 500 Personnel Services	269,530	335,598	310,098	217,846	318,303	294,518	298,214	298,214



City of Memphis

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	Actual	Actual	Actual	Actual	Forecast	Budget	Request	Request
	Final	Final	Final	Final		FY15 Adopted	Stage 2	Stage 2
S210000 Division-Housing & Community Development								
0111 General Fund								
505 Materials & Supplies								
52112	City Storeroom Supplies	-	-	-	-	13	13	13
52124	City Shop Fuel	100	-	-	-	93	93	93
52202	Outside Computer Services	1,545	1,295	900	1,026	1,395	1,395	1,395
52204	City Computer Svc Equipment	-	-	-	-	119	119	119
52208	Data/Word Process Software	13,122	-	-	-	12,204	12,203	12,203
52210	City Telephone/Communications	1,435	3,312	2,275	347	930	930	930
52302	Printing - Outside	-	-	-	-	81	81	81
52304	Supplies - Outside	4,030	3,647	3,525	2,057	4,708	4,708	4,708
52309	Document Reproduction - Outside	-	558	-	4	558	558	558
52320	Medical Supplies	84	72	90	-	94	94	94
52324	Outside Postage	855	405	381	(50)	930	930	930
52498	Internal Repairs/Maintenance	949	920	908	89	930	930	930
52512	Advertising/Publication	2,570	2,417	2,303	1,000	2,546	2,546	2,546
52514	Outside Phone/Communications	1,966	1,736	1,754	1,559	1,860	1,860	1,860
52518	Janitorial Services	8,915	8,730	7,387	5,661	16,965	9,114	9,114
52520	Security	24,518	25,953	26,291	12,545	22,785	22,785	22,785
52524	Weed Control/Chemical Service	6,801	5,566	6,146	3,226	6,242	6,242	6,242
52526	Seminars/Training/Education	-	-	-	-	1,292	2,325	2,325
52528	Misc Professional Services	5,489	997	1,477	716	384,951	951	951
52610	Travel Expense	447	-	(646)	-	8,900	8,900	8,900
52611	Unreported Travel	-	275	223	-	-	-	-



Housing and Community Development ~ FY2016 Budget Request

City of Memphis

5-Year Expense Trend Report – Division Level

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	Actual	Actual	Actual	Actual	Forecast	Budget	Request	Request
	Final	Final	Final			FY15 Adopted	Stage 2	

S210000 Division-Housing & Community Development

0111 General Fund

505 Materials & Supplies

52710	Auto Allowance	-	-	-	-	837	837	837
52810	Utilities	25,753	23,070	24,181	13,359	20,692	20,692	20,692
52920	Insurance	8,911	6,158	6,442	7,792	8,287	8,287	8,287
52921	Claims	-	-	-	-	3,539	3,539	3,539
52923	Lawsuits	-	-	-	-	34,523	34,523	34,523
52930	Dues/Memberships/Periodicals	7,081	6,471	5,208	4,287	7,154	7,254	7,254
52950	Misc Services/Charges	8,867	10,094	20,303	10,169	26,754	25,597	25,597
Total 505 Materials & Supplies	123,439	101,677	109,148	63,788	569,382	177,506	177,506	

515 Grants & Subsidies

59600	Payment to Subgrantee	-	8,485	148,486	536,747	378,900	200,000	326,725
61022	Section 108-Court Square	466,770	466,770	466,770	-	561,699	561,700	746,430
61025	Business & Economic Development Grant	192,198	98,461	123,644	70,926	102,024	61,377	61,377
61026	Community Initiatives Grant	68,561	197,633	76,952	38,753	62,399	42,467	42,467
61027	Community Development Grants	144,682	140,091	38,907	-	116,312	41,312	42,614
61028	CDC of Greater Memphis	11,700	-	-	-	-	-	-
61046	Homeless Shelter Initiative	15,000	155,532	311,967	182,611	232,500	232,500	232,500
61055	Downpayment Assist/City	88,378	93,477	84,691	106,949	192,930	192,930	192,930
61165	RBC Training/Certification Program	4,912	4,650	4,642	1,071	4,650	4,650	4,650
61202	Rise Foundation	8,825	-	-	-	1,302	1,302	-



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	Year Total	Year Total	Year Total	Mar YTD	Total Year	Year Total	Year Total	Year Total	Request
	Actual	Actual	Actual	Actual	Forecast	Budget	Budget	Request	Stage 2
	Final	Final	Final	Final					
S210000 Division-Housing & Community Development									
0111 General Fund									
515 Grants & Subsidies									
61203	Social Services Administration	7,675	20,755	85,150	11,400	89,537	89,537	89,537	
51227	MHA/HCD Community Development Program	375,000	383,750	348,750	-	483,816	483,816	501,546	
61329	Target Area Small Business Loan	-	-	-	105,000	23,250	23,250	23,250	
63846	Housing Resource Center	107,700	115,186	-	-	-	-	-	
63849	Section 108-1st Parking Place	1,327,923	-	-	-	-	-	-	
64051	Middle Income Housing	82,500	-	5,698	76,725	76,725	76,725	-	
64052	Family Rewards Initiative	700,000	-	-	76,725	-	-	-	
64085	Contr Assist Prog/Bonding	4,932	4,625	4,644	381	4,650	4,650	4,650	
64116	Black Arts Alliance	8,261	-	-	-	-	-	-	
64298	Section 108-Peabody Place	1,376,991	1,898,464	1,279,044	-	1,990,128	1,990,128	1,737,668	
64462	MLGW Unclaimed Deposit Reserve	-	-	-	-	1,860	1,860	1,860	
66108	MORE Economic Development Project	-	168,290	31,710	-	-	-	-	
64294	Section 108-Pyramid	-	-	275,100	-	-	-	-	
Total 515 Grants & Subsidies									
	4,992,009	3,756,169	3,286,155	1,130,562	4,322,682	4,008,204	4,008,204	4,008,204	
52960	Bond Sale Expense	-	-	-	1,350	1,350	-	-	
FS C535 535 Bond Sale Expense Costs									
	-	-	-	1,350	1,350	-	-	-	
Total Expenditures									
	5,384,978	4,193,445	3,705,401	1,413,546	5,211,718	4,480,228	4,483,923	4,483,923	



Housing and Community Development ~ FY2016 Budget Request

City of Memphis

5-Year Expense Trend Report – Division Level

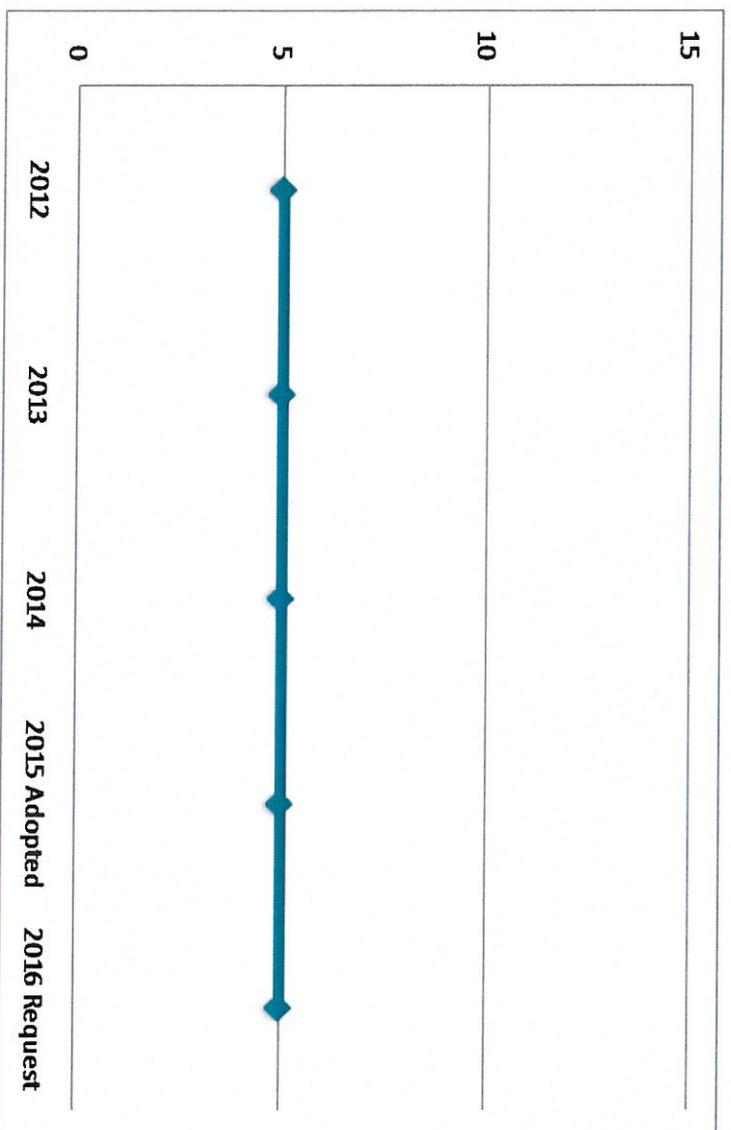
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As of: Mar YTD FY15*

	FY12		FY13		FY14		FY15		FY15		FY16	
	Year Total	Final	Year Total	Final	Year Total	Final	Mar YTD Actual	Total Year Forecast	Year Total Budget	Year Total Request	FY15 Adopted	
S210000 Division-Housing & Community Development												
0111 General Fund												
Revenue:												
FSS220 220 Other-Misc	26,000		1,374		(141,017)		84,611	47,168	-	-	-	-
FSC475 475 Other Revenues	26,000		1,374		(141,017)		84,611	47,168	-	-	-	-
Total Revenues	26,000		1,374		(141,017)		84,611	47,168	-	-	-	-
Net Operations	\$ (5,358,978)		\$ (4,192,071)		\$ (3,846,417)		\$ (1,328,935)	\$ (5,164,550)	\$ (4,480,228)			(4,483,923)



Housing and Community Development ~ FY2016 Budget Request

DIVISION Authorized Complement HISTORY

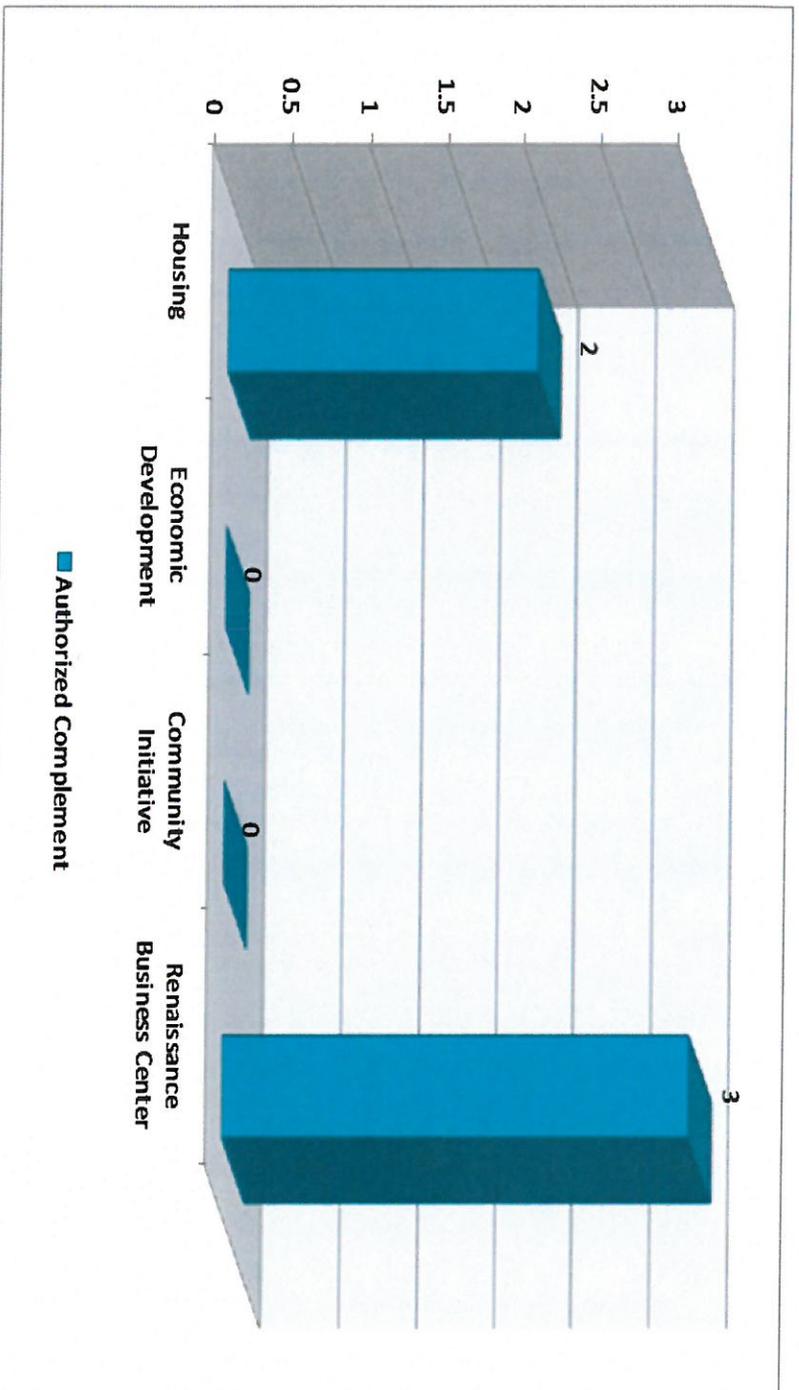


Personnel Information



FY2016 Staffing by Legal Level

(Authorized Complement)



Division Totals

Authorized Complement 5



Housing and Community Development ~ FY2016 Budget Request

Division Material & Supply Expenditures (M&S)



FY2016 Housing and Community Development Major M&S Expenditures

Expenditure Category	Line Item Description	Budget Amount	% of Total Expenditures
Materials & Supplies	Professional Services	951.00	0.88%
	Insurance	8,287.00	7.64%
	City Telephone / Communications	930.00	0.86%
	Supplies - Outside	4,708.00	4.34%
	Outside Phone / Communications	1,860.00	1.72%
	Janitorial Services	9,114.00	8.41%
	Security	22,785.00	21.02%
	Weed Control / Chemical Services	6,242.00	5.76%
	Utilities	20,692.00	19.09%
	Dues/Memberships/Periodicals	7,254.00	6.69%
	Misc Services / Charges	25,597.00	23.61%
Total:		\$108,420.00	100.00%



Selected M&S Account Detail

- ▶ Leases
- ▶ Miscellaneous Professional Services



Selected M&S Account Detail

	Account	Non-Applicable	Applicable
Leases		X	
Professional Services			X
