

Division of Community Development

Vision Statement

“To foster a vibrant, prosperous and growing Fort Wayne through extraordinary community development.”

Mission Statement

“To develop and implement creative community-based strategies to enhance economic opportunity, build strong neighborhoods, and ensure a dynamic framework for quality growth and development.”

A director and three Deputy Directors oversee the nine departments comprising this division: Fiscal Management, Special Projects/GIS, Strategic Planning, the Community Development Corporation of Northeast Indiana, Redevelopment, Land Use Management and Development Permits, Housing Programs, Grants Administration, and Neighborhood Revitalization.

Director’s Office

The Director’s Office provides coordination and overall direction for the Division.

Deputy Director of Planning, Policy and Operations

Working under the Division Director, this Director oversees the implementation of integrated strategic and operational planning initiatives that enhance development opportunities and efficiencies for the City of Fort Wayne. The Deputy Director oversees the daily operations of the division and the following departments:

Special Projects/GIS

The Special Projects/GIS Department provides strategic research to assist in the direction of Division resources, management of special projects and develops/leads implementation of the Division technology strategy. It provides data, analysis, and GIS support to the Division.

Strategic Planning

Strategic Planning works to promote good stewardship of City resources through various land and planning studies, visioning initiatives, Comprehensive Plan updates, transportation studies and the promotion for orderly, fiscally sound expansion of the City through annexation.

Historic Preservation, a sub-area within this department, manages the historic and aesthetic resources of the community, working with property owners, city agencies and other groups to coordinate improvement efforts, provide technical assistance and cost-effective design solutions.

Deputy Director of Development

Working under the Division Director, this Director oversees the implementation of an aggressive development partnership between the public and private sectors. The Deputy Director oversees the following departments and provides direct liaison/support to the Fort Wayne/Allen County Economic Development Alliance and support for international trade:

The Community Development Corporation of Northeast Indiana

The Community Development Corporation of Northeast Indiana (CDC) is a city-sponsored, 501 c (6) not-for-profit business development organization. Its primary objective is to promote the growth and development of small commercial and industrial businesses in the Fort Wayne area and a nine-county area in northeast Indiana through creative business loan programs.

Redevelopment

The Redevelopment Department in conjunction with the Redevelopment Commission, promotes and implements opportunity projects, acting as a catalyst to develop areas that have shown a cessation of growth and lack of development. This is done through techniques including real estate acquisition, site preparation and/or providing public infrastructure to the site. Financing resources generally used are Tax Incremental Financing (TIF) and Redevelopment General Obligation Bonds.

Land Use Management and Development Permits

The Land Use Management and Development Permits Department performs a variety of tasks and activities in support of the City Plan Commission, Subdivision Control Committee, Board of Zoning Appeals, Hearing Officer, Sign Review Board, and the River Greenway Committee. This department is responsible for the administration and enforcement of the City Historic Preservation, Sign, Subdivision Control, and Zoning Ordinances. The department also provides and presents information as necessary to Common Council.

The Deputy Director of Housing and Neighborhood Services

Working under the Division Director, this Director oversees the implementation of initiatives to attract and support housing investment and reinvestment in the City to promote community development and expand access to desirable housing. The Deputy Director oversees the strategic investment of public funds in neighborhood revitalization-oriented projects and programs which leverage significantly higher levels of private investment through the following departments:

HANDS

A not-for-profit Corporation organized under chapter 246 of the Indiana Acts of 1921. HANDS is a quasi-public Corporation of the city.

Housing Programs administers the City's Home Investment Partnerships Act (HOME) Program from the federal department of Housing and Urban Development (HUD).

Grants Administration administers the City's Community Development Block Grant (CDBG) and Emergency Shelter Grant (ESG) programs from the federal department of Housing and Urban Development (HUD).

Neighborhood Revitalization plans, coordinates and directs the City's neighborhood revitalization implementation program and ancillary projects.

All departments coordinate and collaborate to carry out activities in order to:

- Provide technical services and other consultant services and assistance to profit and nonprofit developers
- To serve as interim sponsor-developer/mortgagor of new or rehabilitated housing units
- To provide financial and technical assistance to owners and purchasers of real property for the purchase, restoration, reconstruction, rehabilitation and improvement of real property
- To promote, assist and fund special purpose programs, including homeownership counseling, maintenance and family budget counseling, for the strengthening of family stability, neighborhood conservation, and to combat neighborhood and community deterioration
- To foster and promote the rehabilitation of residential and mixed use properties;
- To promote the establishment of local housing sponsor, development and management organizations

- To promote education, training and counseling programs in residential housing construction and management skills for sponsors of housing, and for other persons now unskilled or semiskilled, presently employed or underemployed with emphasis on expanding employment opportunities in the home building and construction industries
- To promote responsible ownership, management and entrepreneurship in the contracting and subcontracting residential housing construction industry, with emphasis upon developing ownership ventures in urban areas, owned and operated by local residents
- To promote proven and innovative techniques, programs and attempts by private industry, financial institutions and others to design, construct, remodel and rehabilitate and finance housing of long-term durability.

COMMUNITY DEVELOPMENT
Dept #010-008
2007 BUDGET COMPARISON

	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>\$ INCREASE</u>	<u>% CHANGE</u>
	<u>ACTUAL</u>	<u>APPROVED</u>	<u>SUBMITTED</u>	<u>FROM 2006 APPR</u>	<u>FROM 2006 APPR</u>
		<u>THRU 06/30/06</u>		<u>TO 2007</u>	<u>TO 2007</u>
4111 WAGES-REG	\$ 1,269,659	\$ 1,423,604	\$ 1,552,172	\$ 128,568	9.03%
4131 PERF	58,823	78,301	97,011	18,709	
4132 FICA	96,958	108,906	118,741	9,835	
4134 GROUP HEALTH INSUR	184,329	223,604	255,000	31,396	
4136 UNEMPLOYMENT	606	711	1,552	841	
4137 WORKERS COMP	3,156	8,772	10,286	1,514	
413A PERF/FRINGE	37,874	42,708	46,565	3,857	
413R RETIREE HEALTH INSUR	27,996	47,100	34,000	(13,100)	
4161 STLMT/SEVRNCE	9,648	15,909	-	(15,909)	
TOTAL 4100	\$ 1,689,049	\$ 1,949,616	\$ 2,115,327	\$ 165,712	8.50%
4219 OTHR OFC SUPPL	\$ 16,234	\$ 16,902	\$ 17,666	\$ 764	
4231 GASOLINE	2,037	1,560	2,268	708	
4299 OTHR MTLs	321	1,584	820	(764)	
TOTAL 4200	\$ 18,592	\$ 20,046	\$ 20,754	\$ 708	3.53%
4311 LEGAL SRVCS	\$ -	\$ 1,000	\$ 1,000	\$ -	
4314 CONSULT SRVCS	21,451	37,710	106,500	68,791	
431K SEMINAR FEES	7,489	10,145	9,970	(175)	
431S SOFTWARE TRAINING	-	520	800	280	
4322 POSTAGE	6,024	28,375	8,357	(20,018)	
4323 TELEPHONE	7,067	6,869	7,080	211	
4324 TRAVEL	17,341	22,900	20,958	(1,942)	
4326 MILEAGE	265	2,513	2,934	421	
432C CELL PHONE	3,490	3,060	2,400	(660)	
432L LONG DISTANCE	982	1,560	1,560	-	
4331 PRINTING	8,148	19,396	26,770	7,374	
4332 PUB LEGAL	4,772	2,769	2,539	(230)	
4333 PHOTO/BLPRNT	586	590	586	(4)	
4342 LIABILITY INSUR	2,266	1,800	1,441	(359)	
4343 OFCL/CRIME BOND	383	189	186	(3)	
4345 AUTO INSUR	463	355	250	(105)	
4363 CONT OTH REP	-	200	200	-	
4369 CONT SRVCS	3,691	3,000	3,000	-	
436A MAINT-HARDWARE	17,081	7,550	8,200	650	
436N GARAGE NON-TARGET	147	1,651	1,651	-	
436T GARAGE TARGET	6,522	4,092	3,816	(276)	
4374 OTHER EQUIP RENT	15,453	10,465	12,325	1,860	
4377 CC BLD PKG	1,599	1,066	1,200	134	
4391 SUBS & DUES	7,467	5,549	6,096	547	
4399 OTHR SRVCS	3,970	2,890	3,560	670	
TOTAL 4300	\$ 136,657	\$ 176,214	\$ 233,379	\$ 57,165	32.44%
4443 PUR OFFC EQP	\$ 16,748	\$ -	\$ 11,459	\$ 11,459	
4445 PUR COMPUTER	15,189	-	4,000	4,000	
4446 PUR SOFTWARE	4,311	-	2,000	2,000	
4451 PUR FURNITURE	6,064	-	3,800	3,800	
TOTAL 4400	\$ 42,312	\$ -	\$ 21,259	\$ 21,259	21259%**
TOTAL EXPENSES	\$ 1,886,610	\$ 2,145,876	\$ 2,390,719	\$ 244,844	11.41%

** Percentage high due to the fact that 4400's in 2006 were covered with lease dollars.

Community Development 2007-2011 Capital Improvement Program

FUNDING SOURCE CODE:	GRP-Grant Pending	PT-Property Tax
CC-Cumulative Capital Fund	LE-Lease	RB-Revenue Bond
CDBG-Community Development Block Grant	InfraBd-Infrastructure Bond	ST-State Source
CEDIT-Co. Economic Development Income Tax	LRS-Local Roads & Streets	SU-Sewer Utility
CO-County Source	MISC-Miscellaneous	SWU-Stormwater Utility
FED-Federal Source	MVH-Motor Vehicle Highway	TIF-Tax Increment Financing
GOB-General Obligation Bond	PCBF-Park Cumulative Bldg. Fund	UF-User Fee
GRA-Grant Approved	PS-Private Source	WU-Water Utility

Item #	Project Title & Description	Funding Source	Expenditure				
			2007	2008	2009	2010	2011
1	Computer Replacement	PT	-	17,400	10,760	8,860	11,180
		Admin	-	3,480	3,060	4,220	3,060
		Land Use	-	4,640	3,480	3,480	-
		Plan	-	5,800	2,320	1,160	-
		Redevelop	-	3,480	1,900	-	3,480
		Dev	-	-	-	-	4,640
2	Geographic Information System (GIS) Workstations	PT	-	7,000	7,000	-	-
		Admin	-	7,000	7,000	-	-
3	Printer Replacement	PT	4,959	5,188	4,472	-	-
		Admin	3,046	4,472	4,472	-	-
		Land Use	1,555	-	-	-	-
		Plan	358	-	-	-	-
		Redevelop	-	716	-	-	-
		Dev	-	-	-	-	-
4	Proportionate share of GIS upgrade & server enhancements	PT	4,000	-	-	4,000	4,000
		Admin	4,000	-	-	4,000	4,000
5	GIS - Plotter	PT	-	-	-	12,000	-
		Admin	-	-	-	12,000	-
6	Software	PT	2,000	2,000	2,000	2,000	2,000
		Admin	2,000	2,000	2,000	2,000	2,000
7	Office Furniture	PT	3,800	3,000	3,000	3,000	3,000
		Admin	3,800	3,000	3,000	3,000	3,000
8	Other	PT	6,500	1,800	-	-	-
		Admin	6,500	1,800	-	-	-
TOTAL			21,259	36,388	27,232	36,860	20,180

1 Computer Replacement

- 2007 (1) Admin, (4) Dev, (3) Redv @ \$1160/ea purchased in 2003, (1) Laptop @\$1900 purchased in 2003
- 2008 (3) Admin, (4) LAND, (5) Plan, (3) Redv @1160/ea purchased in 2004
- 2009 (1) Admin, (3) Land, (2) Plan @1160/ea purchased in 2005, (1) Redv Laptop \$1900 purchased in 2005, (1) Admin Laptop \$1900 purchased in 2005
- 2010 (3) Land Use, (1) Plan, (2) Admin @ \$1150/ea purchased 2006, (1) Admin Laptop \$1900 purchased in 2006
- 2011 (1) Admin, (4) Dev, (3) Redv @ \$1160/ea purchased in 2003, (1) Laptop @\$1900 purchased in 2007

2 Geographic Information System (GIS) Workstations

- 2008 (2) GIS @ \$3,500/ea purchased in 2004
- 2009 (2) GIS @ \$3500/ea purchased in 2005

3 Printer Replacement

- 2007 (3) Admin, (1) Plan (1) Land Use HP 1300 @ \$358/ea, (1) Land Use HP4200 + Network card @ \$1197, (1) Div HP 8150 + network card @\$1972 Purchased in 2001 or before
- 2008 (2) Redev HP 1300 @ 358/ ea, (1) Div HP 8150 @ \$1972 Purchased in 2002, (1) DIV Color HP Laser Jet 6L @\$2500/ea
- 2009 (1) DIV Color HP Laser Jet 6L @\$2500/ea, (1) Div HP 8150 + Network Card @ \$1972 purchased in 2003

4 Proportionate share of GIS upgrade & server enhancements

- GIS -\$4,000 1/3rd Proportionate Share for GIS server hardware and Software enhancements. This project will be in conjunction with City Utilities
- 2007 Same
- 2010 Same
- 2011 Same

5 GIS - Plotter

- 2010 (1) GIS @ \$12,000/ea purchased in 2005

6 Software

- 2007-2011 \$2000 Misc IE: Census Data, Acrobat, and other software updates for specific uses

7 Office Furniture

- 2007 (12) Chair @ \$235/ea, (1) Desk @ \$500, (3) File Cabinets
- 2008-2011 \$3000 Misc chair/furniture replacements

8 Other

- 2007 (1) Div Scanner @ \$800 purchased in 1998, (1) Land Use Copier @ \$1200, (1) Div Projector @ \$4500 purchased in 2000
- 2008 (2)Admin (1) Dev Digital Cameras @ \$600/ea purchased in 2002

STAFFING LEVELS
BUDGETED
COMMUNITY DEVELOPMENT

CLASSIFICATION TITLE	EXEMPT GRID/* UNION	99	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011
		CIVIL CITY FUNDS												
Director of Community Development	I	0.55	0.38	0.29	0.53	0.80	0.96	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Deputy Director	H	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.50	2.50	2.50	2.50	2.50
Director of Planning	H	0.50	0.50	0.50	1.50	1.50	0.75	0.75	0.83	1.00	1.00	1.00	1.00	1.00
Community Development Administrator	G	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.00	2.00	2.00	2.00	2.00
Community Development Manager	G	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.00	5.00	5.00	5.00	5.00
Community Development Specialist	E	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12.50	12.50	12.50	12.50	12.50
Administrative Assistant	A	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4.00	4.00	4.00	4.00	4.00
Land Use / Office Coordinator	10/IAM	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Land Use / Office Asst. Coordinator	8/IAM	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Director - Economic Development	J	1.00	1.00	1.00	1.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Deputy Director - Development	H	0.00	0.00	0.00	0.00	0.00	1.00	1.00	1.00	0.00	0.00	0.00	0.00	0.00
Deputy Director - Housing & Neigh Serv	H	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.65	0.00	0.00	0.00	0.00	0.00
Fiscal Manager	G	0.50	0.50	0.50	0.50	0.50	0.25	0.55	1.00	0.00	0.00	0.00	0.00	0.00
Financial Accountant	E	1.00	1.00	0.75	0.70	0.70	0.20	0.30	0.00	0.00	0.00	0.00	0.00	0.00
Administrative Asst.	A	1.00	1.00	0.25	0.25	0.25	0.25	0.50	1.00	0.00	0.00	0.00	0.00	0.00
Executive Secretary	A	0.00	0.00	0.33	0.34	0.34	0.34	0.25	0.50	0.00	0.00	0.00	0.00	0.00
CD Administrator - Land Use & Permitting	G	0.00	0.00	0.00	0.00	0.00	1.00	1.00	1.00	0.00	0.00	0.00	0.00	0.00
CD Administrator - GIS/Special Projects	G	0.00	0.00	0.00	0.00	0.00	0.75	0.60	1.00	0.00	0.00	0.00	0.00	0.00
CD Manager - Planner III	G	3.00	3.00	3.00	2.00	2.00	1.75	1.50	1.33	0.00	0.00	0.00	0.00	0.00
CD Manager - Business Development	G	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00	0.00	0.00	0.00	0.00
CD Manager - Manager International Trade	G	0.00	0.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00	0.00	0.00	0.00	0.00
CD Specialist - Planner II	E	6.50	5.50	3.00	4.00	4.00	4.75	5.50	5.67	0.00	0.00	0.00	0.00	0.00
CD Specialist - Historic Preservation/Planner II	E	1.00	1.00	1.00	0.50	0.50	0.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CD Specialist - Planner *	E	5.00	6.67	8.34	3.00	3.00	4.00	2.75	3.83	0.00	0.00	0.00	0.00	0.00
CD Specialist - Historic Preservation Asst./Planner I	E	0.00	0.00	0.00	0.50	0.50	0.75	0.75	0.83	0.00	0.00	0.00	0.00	0.00
CD Specialist - GIS/Special Projects	E	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00	0.00	0.00	0.00	0.00	0.00
Sr Econ Development Development Specialist	I	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Economic Development Specialist	E	2.00	2.00	2.00	1.00	1.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Asst. Business Dev. Specialist	D	0.00	1.00	1.00	1.00	1.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Administrative Asst.	A	1.75	1.75	1.75	2.00	2.00	1.75	1.75	1.83	0.00	0.00	0.00	0.00	0.00
Executive Secretary	A	1.00	0.50	0.50	0.33	0.33	0.33	0.50	0.50	0.00	0.00	0.00	0.00	0.00
CD Administrator - CDC	G	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00	0.00	0.00	0.00	0.00
CD Specialist - CDC Finance	E	1.50	1.50	1.50	1.50	1.50	1.00	0.50	0.50	0.00	0.00	0.00	0.00	0.00
CD Administrator - UEA	G	0.25	0.25	0.25	0.25	0.25	0.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL		31.55	31.55	30.96	25.90	26.17	27.83	26.20	28.48	30.00	30.00	30.00	30.00	30.00
SUBTOTAL COMMUNITY DEVELOPMENT		31.55	31.55	30.96	25.90	26.17	27.83	26.20	28.48	30.00	30.00	30.00	30.00	30.00
OTHER FUNDING - CDBG, CDC														
CDC		1.50	1.50	1.50	1.50	1.50	2.00	2.50	2.50	2.50	2.50	2.50	2.50	2.50
CDBG		19.70	19.70	19.29	20.85	19.93	18.27	17.20	15.02	14.50	14.50	14.50	14.50	14.50
SUBTOTAL OTHER		21.20	21.20	20.79	22.35	21.43	20.27	19.70	17.52	17.00	17.00	17.00	17.00	17.00
TOTAL COMMUNITY DEVELOPMENT DIVISION		52.75	52.75	51.75	48.25	47.60	48.10	45.90	46.00	47.00	47.00	47.00	47.00	47.00

* Represents Grid and Salary Ordinance changes
** See Redevelopment Staffing Levels spreadsheet