



Department of Community Development Heather Clements, Grants Administrator

Accomplishments – 2011

1. Developed a plan for closing out all old grants to recapture \$385,790.81 in CDBG (Community Development Block Grant) grant funds, which will be merged into the 2012 Action Plan for project implementation.
2. Streamlined expenditure and monthly reimbursement process.
3. Developed and implemented a collaborative process with the Chief Building Official for CDBG Home Rehabilitation Projects.
4. Completed a total of 23 Home Rehabilitations in the CDBG areas of City of Jonesboro, totaling \$246,755.
5. Successfully assisted 13 first time home buyers (low to moderate income citizens) fund closing costs, totaling \$32,500.
6. Completed a total of 8 demolitions in the CDBG areas of City of Jonesboro, totaling \$27,479.32.
7. Awarded 4 sub-recipient public service contracts to City Youth Ministries, Hispanic Community Center, Jonesboro Urban Renewal Housing Authority, and Mid-South Mental Health Systems, totaling \$50,000.
8. Assisted City Youth Ministries in a rehabilitation effort, totaling \$30,000.
9. 2012 Action Plan approved by City Council and submitted to HUD by deadline.
10. 2012-2016 Consolidated Plan approved by City Council and submitted to HUD by deadline.
11. Updated the City of Jonesboro CDBG Fair Housing Plan.
12. Partnered with the Planning Department to secure funding from the Residential Housing and Health Facilities Board to contract with J-Quad Planning to conduct a comprehensive housing study for the City of Jonesboro.
13. Re-established the North Jonesboro Neighborhood Initiative Advisory Board.
14. Attended training for HOME funds and passed certification exam, which will allow for additional Home Rehabilitation funds for low to moderate income citizens.

Goals – 2012

1. Increase rehabilitation funds for low to moderate income citizens by 100% or more by accessing ADFA HOME funds.
2. Partner with Rockefeller on North Jonesboro Initiative with a Planning Grant, matched by CDBG funds (\$150,000).
3. Partner with Americorp to implement North Jonesboro Initiative, using recruited and qualified service volunteers.
4. Complete CDBG Sewer Project, Phase I and Phase II.
5. Complete Housing Study with J-Quad Planning, using data to improve existing and establish pertinent Fair Housing Policies in the City of Jonesboro.
6. Anticipate Technical Visit from HUD in 2013, by ensuring 100% HUD guidelines are implemented and documented.
7. Partner with City of Jonesboro to create two softball fields at Southside Ball Park for the mentally and physically challenged.
8. Rehabilitate Lewellyn Park in North Jonesboro.



City of Jonesboro Revenues Budget FY 2012

Community Development Block Grant Fund

Account Name	2010 Actual	2011 Budget	2012 Budget	Difference
C.D.B.G.	\$ 693,611	\$ 719,161	\$ 887,339	\$ 168,178

City of Jonesboro Operating Budget FY 2012

Community Development Block Grant Fund

Account Name	2010 Actual	2011 Budget	2012 Budget	Difference
Salaries- CDBG	\$ 86,851	\$ 127,958	\$ 100,157	\$ (27,801)
Holiday Pay	1,255	1,969	1,541	(428)
Group Insurance	6,636	30,765	9,500	(21,265)
Pension Contribution-City	7,333	7,545	5,085	(2,460)
Payroll Taxes	6,439	9,475	6,305	(3,169)
Expenses (Travel & Training)	1,243	2,000	2,000	0
Part-Time Salaries	18,896	24,860	0	(24,860)
Telephone Expense	1,797	1,600	1,500	(100)
Insurance and Licenses	628	560	1,300	740
Professional Services	4,709	4,500	0	(4,500)
Postage	202	300	300	0
Advertising and Printing	1,078	950	1,000	50
Auto Expense	100	300	0	(300)
Supplies	28	500	0	(500)
Office Supplies	508	500	500	0
Fuel	257	300	300	0
Dues & Subscriptions	175	200	0	(200)
Miscellaneous	32	125	0	(125)
Rentals/Contracts	6,000	6,000	6,000	0
Unemployment/Wkms.Comp.	678	843	377	(466)
Medicare Contributions	1,506	2,216	1,475	(741)
Computer Software	217	197	0	(197)
CDBG Funded Projects	127,574	495,500	750,000	254,500
TOTAL	\$ 274,144	\$ 719,161	\$ 887,339	\$ 168,178

City of Jonesboro Authorized Position FY 2012

Fund: CDBG Fund

CDBG Department Total Staff of 3 Employees

- 1 CDBG Coordinator
- 1 Project Coordinator
- 1 Code Enforcement

Job Title		Salary
CDBG Coordinator	\$	41,778.41
Project Coordinator		31,839.60
Code Enforcement		26,538.97
	\$	100,156.98