



OFFICE OF PLANNING & ECONOMIC DEVELOPMENT AND CODE ENFORCEMENT

April 12, 2018

WHAT WE DO

- Planning & Zoning
 - Planning & Zoning Technical Assistance
 - Planning Board / Historic Resources Review Board
 - Project Management
 - Environmental Compliance Technical Assistance
 - Project Management – Welcome Center
- Capital Projects and Grants
 - Long Range CIP Planning
 - CIP Financial Management
 - CIP Project Management
 - Grant Procurement and Administration
 - Grant Match

WHAT WE DO

- Community Development
 - CDBG Program Delivery
 - CDBG Project Management
 - Planning & Administration
 - Grant Procurement and Administration
 - Business Technical Assistance
- General Administrative Support
 - Special Assignment
 - GIS Mapping
 - Contract Negotiations
 - Empire Zone Administration

WHAT WE DO

- Permitting and Inspection
 - Building Permitting & Inspections
 - Zoning Permitting & Compliance
 - Zoning Technical Assistance
 - ZBA Assistance
- Code Enforcement
 - Issuance of Code Violations
 - Property Inspection
 - City Court Appearances
 - Demolition
 - Grass, Trash and Snow Removal

WHO WE SERVE

- City Residents
- Developers / Applicants
- Businesses
- Board Members
- State and Federal Agencies
- City Departments

OPERATING BUDGETS

	2017-18	2018-19	Percent Change
Planning & Econ Dev			
Operating Budget	\$603,998	\$499,568	-17.3%
FTEs	6.0	5.0	-16.7%
Code Enforcement			
Operating Budget	\$661,773	\$640,918	-3.2%
FTEs	6.5	7.5	+13.3%

CHANGES IN SERVICES OR OTHER SIGNIFICANT CHANGES

- Planning & Economic Development
 - Director of Capital Projects and Grants position moved to City Manager

- Code Enforcement
 - Elimination of Trash, Grass and Snow Contracts
 - Creation of two (2) part-time Laborer positions
 - Purchase of equipment for Laborers

ITEMS NOT INCLUDED IN FINAL BUDGET

- Planning & Economic Development
 - Public Art Plan - \$20,000
 - Uniform Park Signage - \$19,500
 - Intern - \$6,160
- Code Enforcement
 - Vehicles (2) - \$47,591.50
 - Housing Code Update - \$50,000
 - Demolition - \$100,000 (reduced to \$50,000)