



FINANCE COMMITTEE

CITY COUNCIL

MONDAY, OCTOBER 5, 2009

CITY COUNCIL OFFICE

5:00 p.m.

AGENDA

Committee: J. Waltman, Chair, S. Fuhs, M. Baez

1. Review Ordinance increasing the fees in the Zoning area 5:00 p.m.

(requested at 5-18 work session)

2. Review Draft CDBG Budget

5:15 pm

3. 2010 Budget

5:45 pm

a. 2010 Overall Budget Process

b. Review Proposed 2010 Budget

c. Review Proposed FT Position Ordinance

d. Discuss Core Services & Programs

e. Review Proposed Revenue Ordinances

f. Define Budget Review Meeting Schedule

4. Discussion on the Limiting of One-time Funding Sources

(ie 2008 \$5M revenue from Bond Swap, use of Antietam Funds etc)

5. Discussion with Audit re Payroll Process

6. Other Issues

a. Utility Billing & Utility Manager

b. Update on Storm Water Utility Tax

c. Update – Delinquent Trash/Recycling Collections and Delinquent Taxes/Fees

d. Review Action Plan and Timelines re Blue Ribbon Panel Report Recommendations

7. Review Follow-up List



CITY COUNCIL

Finance Committee

Meeting Report
Tuesday, September 8, 2009

RESPONSE TO BLUE RIBBON PANEL REPORT

Committee Of The Whole

Attending: C. Geffken, S. Fuhs, B. Gage, A. Shuman, G. Seidel, C. Corbit, L. Murin, V. Spencer, D. Cituk, D. Sterner, M. Goodman-Hinnershitz, S. Marmarou, M. Baez, J. Waltman, L. Kelleher, M. Katzenmoyer, T. McMahon

Mayor McMahon distributed a copy of the Administration's response to the Blue Ribbon Panel report which contains a description of the process used to complete the 2010 budget. Finance Director Carl Geffken covered a summary of the Administration's response to some of the operative issues referenced in the Blue Ribbon Panel Report.

Mr. Geffken stated that the IT issue covered in the report contains 4 specific issues. The report contains the description of the realities of the situation. He stated that currently personnel has been transferred from the Mayor's office to the IT department to provide IT training to employees. He stated that he is currently reviewing issues specific departments have with IT, which will be corrected.

Mr. Geffken stated that in the report the panel projects that \$7-9M is uncollected annually, with the largest sum being \$1M in outstanding EIT collections. He stated that the Administration does not agree with this projection. He stated that based on the census data regarding the number of families in Reading and their median income, the Tax Department believes they should be collecting \$9.2M. Currently \$8.7M is collected annually in the EIT area. He stated that he also working to obtain better data on the Business Privilege License collection. He stated that currently the Tax Department is informed only when a business opens but not when it closes, which creates gaps. He stated that the Tax Department will work to correct that gap.

Mr. Geffken stated that the EMS portion of the report suggests regionalization of the service. However he noted that regionalization is a two-way street which requires partnership arrangements.

Mayor McMahon thanked the Blue Ribbon Panel for their work and efforts. He stated that he will be asking Blue Ribbon Panel members and others to drill further down on the issues specified.

Mr. Waltman noted his response distributed this afternoon. He noted an email response received from Panel chairman, Eric Jenkins, noting that there is no need for further response from the Panel.

Mr. Waltman expressed the belief that the panel report on IT covers surface level issues and expressed the belief that the true problems run much deeper and require further analysis.

Mr. Waltman noted the need for change in all levels of City Departments. He stated that the City cannot move forward in a positive way unless employees comply with operational changes. He expressed his appreciation and gratitude for the effort and work of the Panel.

Ms. Goodman-Hinnershitz expressed the belief that an action plan to provide follow up on the issues identified in the Blue Ribbon Panel report is needed. She agreed with the need to stop finger pointing and move forward with applied solutions. She noted that the Department of State has larger issues but has similar problems with tracking businesses that require state licensing.

Mr. Gage requested clarification on the Administration's argument with the projected \$7-9M outstanding annually. Mr. Geffken stated that this projection has been analyzed and that he would be willing to address this in a small working group setting. Mayor McMahon reminded those present of the statute of limitations of the three (3) years for most aging receivables.

Mr. Seidel noted the need for the Administration to address operational issues from a business planning aspect. He noted that although there is some difference in running a government and running a private business, many operational areas are the same.

Mr. Sterner noted that it is unfortunate that this panel was not assembled until this point. He noted that many of the issues described in the Blue Ribbon Panel report have been discussed by Council with the Administration over the past seven (7) years.

Mr. Spencer inquired how Mr. Geffken will follow up on these various issues. Mr. Geffken stated that an external consultant will not be hired as the follow up can be provided internally.

Mr. Spencer inquired when the Administration plans on hiring a business analyst, how advertisement for the position will be managed and if the Administration already has a candidate in mind. Mr. Geffken stated that he, himself, has no individual candidate pre-selected and that advertisements will be run in the Reading area first as the Administration is seeking someone who is familiar with Reading's problems and issues.

Ms. Goodman-Hinnershitz noted the need for a clear action plan that contains timelines outside of the Act 47 process to address the issues defined by the Blue Ribbon Panel. She stressed the need to address these issues separate from Act 47 as they have been brewing for several years.

Mr. Waltman expressed the belief that IT issues are at the core of the majority of the problems listed in the Blue Ribbon Panel Report. He stated that IT is a support department that needs to respond to departmental expectations and functions. He expressed the belief that lack of IT support has left departments without the proper data necessary to address various issues. He also noted the need to review some IT control issues. As example, he noted the discovery that the incorrect 2009 budget was uploaded to the Citrix USL system.

Mr. Geffken requested specific examples of IT issues.

Councilor Fuhs expressed the belief that Councilors should sit back and review their own actions and responsibilities as this City no longer runs under the Commission form of government. He expressed the belief that Council's inaction over the last two (2) years when adopting the annual budget has been faulty.

Mr. Spencer noted that the Charter budget time frame places Council in a "gun to head" approach which is worsened by the lack of responsiveness from the Administration and some indecisiveness from certain Council members. He noted the Administration's announcement on Wednesday, September 3rd, about the Act 47 press conference. He noted that City Council several times through the 2009 calendar year inquired directly to the Administration about their plans to move forward with Act 47 but were told that the Administration had no firm plan. He stated that Council expects to see a draft 2010 budget at the Finance meeting, as was promised by Mr. Hottenstein. He also noted the Administration's promise to discuss the 2010 budget monthly in Finance Committee meetings beginning in January. He stated the Administration was not prepared to discuss 2010 budget planning at any monthly Finance Committee meeting held through

2009.

Mr. Spencer stated that Council expects the final draft of the Administration's proposed 2010 budget on October 1st. In the past Council began doing their homework during the month of September on the draft budget. He noted that Council can improve some of their operations; however their operations and abilities are tied to responsiveness from the Administration.

Mr. Waltman agreed noting that Council relies on the Administration for information. He reminded all that two (2) years ago he requested that City Council remove a \$5M revenue line item from the Administration's budget that did not exist.

Mayor McMahon agreed with the need to develop a timeline to address the Blue Ribbon Panel report but noted the difficulties in projecting future budgets as revenue collections are unknown until later in the calendar year. He agreed with the request to draft an action plan.

Mr. Waltman also noted the need for the Administration to recognize and correct various shortcomings identified by the Blue Ribbon Panel report.

Mr. Murin inquired about the Administration's timeline for layoffs. Mr. Geffken stated that until the 2010 budget is completed and the Administration receives a response from the collective bargaining units the timeline will be unknown.

Ms. Goodman-Hinnershitz noted the need to address long term budget issues, along with the annual budget. Mr. Geffken agreed with the need to develop a five (5) year plan that will guide each annual budget process.

Mr. Seidel noted the need for the five (5) financial year plan to mesh with a five (5) year business plan. He also noted the need for the Administration to improve their approach to obtaining response and input from the City's stakeholders; the taxpayers. He noted the importance of community input when considering drastic change.

Mr. Murin inquired about the projected savings expected from the layoffs. Mayor McMahon stated that this is unsure and will depend on the number of employees who choose to retire along with the federal funding expected to cover some Fire and Police operations. He noted that the Administration will not be presenting a final budget on October 1st, as discussions with Council will create change.

Mr. Corbit inquired about the Act 47 timelines. Mayor McMahon stated that he recently had a conversation with Fred Reddig from the DCED who will be requesting fast track

approach from the Secretary of the DCED. He stated that the Administration has also reviewed and analyzed several recovery plans used by City's in Act 47.

Mr. Cituk inquired when the Administration will begin providing monthly finance reports to the members of Council. He noted that the poor productivity and qualifications of some employees and administrative departments. He expressed the belief that protecting or insulating some under performers needs to end.

Mr. Spencer, noting the Administration's promise to begin working on the 2010 budget in January 2009, inquired what actions the Administration has taken since the beginning of the year. Mr. Geffken stated that the Administration has been reviewing revenue enhancements; however more detailed information can not be reviewed until a response is obtained from the collective bargaining units.

Mr. Spencer noted the Administration's lack of action on the 2010 budget. Mr. Geffken stated that his two (2) month absence caused some delay.

Mr. Spencer stated that the Administration was aware of the budget issues and promised to begin working on them in January 2009; however, it seemed that the Administration has only addressed the budget problems through a last minute layoff threat. He inquired how the Administration will attempt to cure its longstanding problems before handing the issue over to the state. He again noted Council's inquiry to the Administration about their intent to file Act 47 several times through the calendar year.

Mr. Spencer inquired what savings the Administration projects from the layoffs long term. Mr. Geffken stated that an estimate has been made; however, it is not available for release. Mr. Waltman stated that it is highly unfair for the Administration to be laying out this large layoff threat in September as the issues were identified two (2) years ago. He noted the need for the Administration to improve their overall management. He added that a realistic approach to the problems identified by the Blue Ribbon Panel is not rocket science.

The Committee of the Whole ended and Council separated into their committee groups.

The Finance Committee meeting was called to order by Mr. Waltman, chair, at the conclusion of the Committee of the Whole meeting.

FINANCE COMMITTEE MEETING REPORT

Committee Members Attending: J. Waltman, M. Baez,

Others Attending: M. Mayes, C. Geffken, T. McMahon, C. Younger, D. Cituk, V. Spencer, L. Kelleher

Charter Amendment Default Budget

Ms. Kelleher stated that the Finance Committee asked the Legislative Aide Committee to review the Charter language and find an improved approach if Council fails to adopt a budget by December 15. The committee is fortunate to have two (2) members who currently serve state representatives. However after reviewing this issue individually and with the Charter Board they were unable to define a better solution. Ms. Kelleher suggested that Council consider placing a referendum question on the 2010 primary ballot changing the Charter language from requiring the Administration's initially proposed budget to go into place if Council fails to adopt the budget by December 15th to requiring that the previously adopted budget stay in place if Council fails to adopt a budget by the December 15th deadline.

Mr. Cituk stated that this could be impractical due to salary increases and specific collective bargaining agreements. Ms. Kelleher countered that the previously adopted budget would be a better choice as the Mayor's originally proposed budget could contain revenue from tax increases and other increases that Council is unwilling to support.

Mr. Waltman suggested that this suggestion be referred to the Legislative Aide Committee.

Draft CDBG Budget

Mr. Mayes distributed the first draft of the CDBG budget. He stated that he would be working with the County Community Development Office to prevent double funding and announced his plan to continue working with Council and the Mayor to refine the proposed budget plan. Ms. Kelleher questioned the allocation proposed for God's Worship for \$48K. Mr. Mayes stated he is unsure if this application is eligible for funding.

Ms. Kelleher also questioned the \$20K allocation for Properties of Merit. She stated that the Blighted Property Review Committee is unsure if they will support this program moving forward.

Ms. Kelleher explained that when Sam Bennett described this program to Council and the Blighted Property Review Committee she stressed that no City funding will be

required and that Properties of Merit will guide the program through to completion annually. She noted that this has not been the case. The majority of the workload has fallen on the Council office and it has been difficult to obtain any type of support from Properties of Merit.

Mr. Mayes stated the proposed fire truck purchase of \$975K will not be funded. He stated that this truck purchase was one that could not be accomplished when the City was working to expend unused CDBG funds. Mr. Waltman suggested replacing this allocation with street paving. Mr. Mayes agreed with the need to provide for better infrastructure programming. He stated that the application for CDBG stimulus money does include street paving. Mr. Mayes noted that street paving should be provided through liquid fuels funding; however, liquid fuel funding is currently used to cover street lighting. Ms. Kelleher noted that street paving funding and improvements can be made using T2 and T21 funds.

Mr. Mayes expressed his willingness to attend the September Work Session to further discuss the CDBG budget.

Draft 2010 Budget and Budget Calendar

Mr. Geffken stated that he is currently working with department directors to define their core services and provide a comparative analysis and rating of the service. He also noted the need for Council to rate the core services defined by the department directors.

Mr. Waltman noted the need for the budget to include defined goals for the budget year. He noted the need for the Administration to provide solutions to remedy problems such as the maintenance of assets.

Mayor McMahon stated that non-core services such BCTV, BARTA, and the library will be dropped.

The members of the Public Safety Committee joined the Finance Committee meeting at this time.

Mr. Waltman referred everyone to the follow-up list located in the Finance minutes under tab two.

Collections Activities as Required by Resolution 131-2008

Mr. Geffken stated that the Administration is moving forward. The IT department has transferred recycling and solid waste information to Portnoff and Company and IT is working to complete the additional information needed for the law firm that would be undertaking collections activities for various taxes, permits, and fees.

Utility Billing and Billing Manager

Mr. Geffken stated that he will respond to this issue at the October Finance Committee meeting.

Maximus Recommendations

Mr. Geffken stated that they are waiting to receive recommendations from Mr. Hottenstein.

Review Auditor Plan and Capital Audits

Mr. Waltman asked Mr. Cituk to audit the controls behind the annual budget process.

Ms. Goodman-Hinnershitz described the need to define the value for the capital projects to be audited.

Mayor McMahon requested the auditor provide information on the mileage rate and property tax collections from 1990 through the current year. Mr. Cituk stated that he has provided that report in the past but will refine it and have it prepared for his upcoming auditor's report.

Mr. Cituk noted the need for Council to assist by defining the capital projects that receive audit.

Ms. Goodman-Hinnershitz suggested that Council select programs to be audited when they adopt each capital improvement program annually.

Mr. Waltman suggested that the auditors select 3-5 projects annually for audit.

Ms. Goodman-Hinnershitz expressed the need for policy to define this issue.

As no further business was brought forward the Finance Committee meeting adjourned at approximately 6:30pm.

Respectfully submitted by Linda A. Kelleher CMC, City Clerk

FOLLOW-UP ISSUES

- o Recommendation for contract award for independent contractor to undertake collection activities as required by Resolution 131-2008 – first report from contractor due June 1st.

- Update on Utility Billing issues & hiring Utility Billing Manager
- Report unexpended CDBG funds
- Analysis of utility billing system outsourcing vs. departmental
- Review Auditor Annual Plan
- Set value for Capital Audits
- Define Action Plan & Timelines Response Blue Ribbon Panel Report
- Default Budget Language

2010 Budget Calendar

- **October 1st** – Formal presentation of 2010 Budget (General Fund and CIP) to Council & Introduction of Budget Ordinances at Special Meetings; Introduction of Fee and Tax Ordinances and Full Time Position Ordinance.
- **October 1st** - Advertisement of General Fund and CIP Budget (Note: Figures to City Clerk by Wednesday Oct. 30 to allow preparation of the advertisements).
- **Tuesday, October 20th** 5:00 p.m. in Council Chambers - Capital Budget Public Hearing
- **Wednesday, October 21st** 5:00 p.m. in Council Chambers – General Fund Budget Public Hearing
- **November 23rd** – Adoption of General Fund Budget, CIP Budget, Full Time Position Ordinance and any Tax and Fee Ordinances. (allows the Mayor 10 days to veto and the advertisement of a Special Meeting prior to December 15th).

Note: *In previous years, Council has set aside time for budget review with individual departments and budget meetings with constituents regarding services and proposed tax increases.*

CDBG activities	Notes	2008	2009	unspent 9/3/2009	2010 req	2010 AP	differ	%
3rd & Spring Sts. Playground		\$ 89,000.00		\$ 81,965.00	\$ -	\$ -		
Abe Lincoln Hotel 108 payment		\$ 216,000.00	\$ 235,186.00	\$ 28,531.00	\$ 232,000.00	\$ 232,000.00	\$ -	0%
Adopt-A-Tree		\$ 20,000.00		\$ 9,080.00	\$ 20,000.00	\$ 10,000.00	\$ (10,000.00)	-50%
Baer Park		\$ 230,000.00		\$ -	\$ 55,000.00	\$ 55,000.00	\$ -	0%
Barbey Playground				NA	\$ 200,000.00	\$ 200,000.00	\$ -	0%
BPRC/RRA eminent domain (slum blight)						\$ 50,000.00		
Brookline Fencing				NA	\$ 15,000.00	\$ 15,000.00	\$ -	0%
CDBG Admin. (20% cap)	2009 unspent TBD	\$ 600,000.00	\$ 600,000.00	\$ 217,340.00	\$ 620,000.00	\$ 620,000.00	\$ -	0%
Centre Park HD Façade			\$ 25,500.00	\$ 25,500.00	\$ -	\$ -		
City Park		\$ 100,000.00	\$ 354,500.00	\$ 435,927.00	\$ 60,000.00	\$ 60,000.00	\$ -	0%
Code Enforcement - PMI		\$ 350,000.00	\$ 350,000.00	\$ 256,961.00	\$ 350,000.00	\$ 180,000.00	\$ (170,000.00)	-49%
Code Enforcement - Trades				see PMI	\$ 180,000.00	\$ 170,000.00	\$ (10,000.00)	-6%
Commercial Façade (slum blight)		\$ 100,000.00	\$ -	TBD		\$ 100,000.00		
De-conversions - OCR Inc.			\$ -	\$ 202,576.00	\$ -	\$ -		
E J Dives Fencing				NA	\$ 15,000.00	\$ 15,000.00	\$ -	0%
Emergency Demos (slum blight)		\$ 500,000.00	\$ 500,000.00	\$ 609,909.00	\$ 500,000.00	\$ -	\$ (500,000.00)	-100%
Shuman Building Demolition (slum blight)					\$ 850,000.00	\$ 475,000.00	\$ (375,000.00)	-44%
Essick Playground		\$ 48,500.00		\$ 44,290.00		\$ -		
Fire Truck Purchase		\$ 850,000.00		\$ 1,177.00	\$ 975,000.00	\$ -	\$ (975,000.00)	-100%
Habitat public improvements		\$ 50,000.00		\$ 14,744.00	\$ -	\$ -		
Handicap Ramps		\$ 47,000.00	\$ 182,500.00	\$ 186,172.00	\$ -	\$ -		
Hamden Park		\$ 165,000.00		\$ -	\$ -	\$ -		
Hillside Playground		\$ 285,000.00		\$ 1,136.00	\$ -	\$ -		
Litter Baskets		\$ -		\$ -	\$ -	\$ -		

		99,960.00						
NHS home ownership assistance		\$ 100,000.00	\$ 50,000.00	TBD	\$ 100,000.00	\$ 75,000.00	\$ (25,000.00)	-25%
NHS Major System Rehab		\$ 46,000.00	\$ 75,000.00	TBD	\$ 75,000.00	\$ 100,000.00	\$ 25,000.00	33%
NHS Operation Facelift	Elig.? Fund.?			NA	\$ 10,000.00	\$ -	\$ (10,000.00)	-100%
Northmont Playground			\$ 100,000.00	\$ 100,000.00	\$ -	\$ -		
Olivet / PAL Bldg. Façade	Reduced		\$ 39,590.00	\$ 39,590.00	\$ -	\$ -		
Orange & Cherry Sts. Playground		\$ 82,000.00		\$ 82,000.00	\$ -	\$ -		
Residential Façade (slum blight)		\$ 40,000.00		TBD		\$ 40,000.00		
Schlegel Park Fencing				NA	\$ 15,000.00	\$ 15,000.00	\$ -	0%
Street Lights				NA	\$ 1,000,000.00	\$ 208,000.00		
	CDBG activities total					\$ 2,620,000.00		

CDBG Public Services	15% of (EN + 2009 PI) Notes	2008	2009	unspent 9/3/2009	2010 req	2010 AP	differ	%
Census Committee	Move to CDBG administration			NA	\$ 10,000.00	\$ -	\$ (10,000.00)	-100%
Community Policing		\$ 329,000.00	\$ 357,900.00	\$ 193,799.00	\$ 343,641.00	\$ 343,000.00	\$ (641.00)	0%
God's Worship	elig/fund Zoning issues			NA	\$ 48,000.00	\$ -	\$ (48,000.00)	-100%
Human Relations			\$ 23,800.00	\$ 16,107.00	\$ 20,972.00	\$ 20,900.00	\$ (72.00)	0%
Millmont RAFT		\$ 15,000.00	\$ 18,000.00	\$ 17,060.00	\$ 18,000.00	\$ 18,000.00	\$ -	0%
NHS Foreclosure				NA	\$ 112,000.00	\$ -	\$ (112,000.00)	-100%
NHS Tennant Counseling				NA	\$ 25,000.00	\$ -	\$ (25,000.00)	-100%
Olivet's southeast		\$ 35,000.00	\$ 85,300.00	\$ 52,946.00	\$ 85,295.00	\$ 73,100.00	\$ (12,195.00)	-14%
Recreation NEAR Pendora		\$ 35,000.00	\$ 15,000.00	\$ 15,103.00	\$ 20,000.00	\$ 20,000.00	\$ -	0%
Properties of Merit				NA	\$ 20,000.00	\$ -	\$ (20,000.00)	-100%
RBI		\$ 30,000.00	\$ 15,650.00	\$ 10,234.00	\$ 119,500.00	\$ -	\$ (119,500.00)	-100%
activity delivery	\$1000 per activity	\$ 6,000.00	\$ 6,000.00			\$ 5,000.00	\$ 5,000.00	#DIV/0!
CDBG PS total	cap is \$480,000				\$	\$		

					822,408.00	480,000.00		
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CDBG activities	\$	2,620,000.00
CDBG public services	\$	480,000.00
budgeted	\$	3,100,000.00
CDBG Total (EN + 2010 Pl est)	\$	3,100,000.00
Needs to be budgeted	\$	-

\$674,000 Slum and blight cap	
BPRC / RHA eminent domain	\$ 50,000.00
Shuman Building demolition	\$ 475,000.00
Façade	\$ 140,000.00

Sect 108 loan pay. (except Lincoln)	
Goggle Works	\$ 65,000.00
Hydrojet	\$ 51,000.00
KVP	\$ 103,000.00
Readings Future	\$ 247,000.00
Sun Rich	\$ 144,000.00
Total Section 108 payments to HUD	\$ 610,000.00

FFY 2010 HOME \$1,000,000	\$950,000 + \$50,000 inc.	2008	2009	2010 req	2010 AP	differ	%
Habitat for Humanity			\$ 90,000.00		\$ -		
HOME Admin. (10% cap)	EN + 2010 est.	\$ 95,000.00	\$ 95,000.00	\$ 100,000.00	\$ 100,000.00	\$ -	0%
Neighborhood homeownership					\$ 100,000.00		
NHS CHDO Set Aside	min. 15% HOME allocation	\$ 150,000.00	\$ 142,500.00	\$ 200,000.00	\$ 150,000.00	\$ (50,000.00)	-25%
NHS CHDO Operating Admin				\$ 42,000.00	\$ -	\$ (42,000.00)	-100%
OCR Inc.	\$8,500 developer fee / unit	\$ 580,000.00	\$ 572,500.00		\$ 572,000.00		

Act delivery - "one" Rehab Specialist	Each address required	\$ 125,000.00	\$ 50,000.00		\$ -		
BPRC Residential Rehabilitation					\$ 78,000.00		
	HOME total				\$ 1,000,000.00		

FFY2010 ESG \$135,000		2008	2009	2010 req	2010 AP	differ	%
ESG Admin. (5% cap)		\$ 6,750.00	\$ 6,750.00	\$ 6,750.00	\$ 6,750.00	\$ -	0%
BCAP				\$ 30,000.00	County		
BWIC				\$ 70,000.00	County		
Easy Does It	operations maintenance			\$ 10,000.00	\$ 5,000	\$ (5,000.00)	-50%
Family Promise				\$ 25,000.00	\$ -		
Hogar Crea				\$ 100,000.00	\$ -		
Homeless Coalition	essential services			\$ 7,115.00	\$ 4,500	\$ (2,615.00)	-37%
Mary's Shelter	oper maint essent srvc			\$ 100,000.00	\$ 13,425	\$ (86,575.00)	-87%
Mid-Penn Legal	essential services			\$ 10,000.00	\$ 6,000	\$ (4,000.00)	-40%
OH / RBES	oper maint essent srvc	\$ 128,250.00	\$ 128,250.00	\$ 250,000.00	\$ 99,325	\$ (150,675.00)	-60%
	ESG total				\$ 135,000.00		

ESG BREAKDOWNS	ESSENTIAL SERV*	OPER MAINT	HOME PREV*	TOTAL
Opportunity House	\$ 29,587.50	\$ 54,737.50	\$ 15,000.00	\$ 99,325.00
Mary's Shelter	\$ 7,000.00	\$ 5,625.00	\$ 800.00	\$ 13,425.00
Mid-Penn Legal	\$ 1,000.00		\$ 5,000.00	\$ 6,000.00
Homeless Coalition	\$ 2,000.00		\$ 2,500.00	\$ 4,500.00
Easy Does It	\$ -	\$ 5,000.00	\$ -	\$ 5,000.00
Administrative				\$ 6,750.00
Totals	\$ 39,587.50	\$ 65,362.50	\$ 23,300.00	\$ 135,000.00
*30%Cap=\$40,500.00				

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