

MEMORANDUM

DATE: MARCH 29, 2006

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: JAMES K. HARTMANN, CITY MANAGER

SUBJECT: CONSIDERATION OF COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) BUDGET TRANSFERS

ISSUE: City Council consideration of budget transfers of federal Community Development Block Grant (CDBG) funds.

RECOMMENDATION: That Council approve the following FY 2006 transfers of CDBG monies:

<u>From:</u>	<u>To:</u>	<u>Amount</u>
Fair Housing Testing	Applications for Federal Programs	\$5,293
Program Administration	Applications for Federal Programs	<u>\$3,807</u>
Total		\$9,100

DISCUSSION: The CDBG Applications for Federal Programs account covers charges associated with the advertising and distribution of the Consolidated Annual Performance and Evaluation Report (CAPER), the Consolidated Plan, the annual One-Year Action Plan, and other required federal submissions.

At the time the FY 2006 budget was prepared, staff projected having carryover monies of \$9,130 in this account from FY 2005. However, the actual carryover fell short of this amount by \$8,737. Staff now projects that a budget transfer of \$9,100 is required to meet the program's needs for the balance of the year.

The Fair Housing Testing Program and Program Administration accounts will not be negatively impacted by this transfer. Fair housing tests for the current year have been completed, and a report will be forwarded to Council later this spring. The Program Administration account covers a variety of personnel, office management, and miscellaneous administrative expenses, and has sufficient monies available for this transfer.

FISCAL IMPACT: None. All monies in this transfer are included in the City's approved FY 2006 budget.


STAFF: Mildrilyn Stephens Davis, Director, Office of Housing
David Swartz, Fiscal Officer I, Office of Housing

City of Alexandria, Virginia

MEMORANDUM

DATE: APRIL 5, 2006

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: JAMES K. HARTMANN, CITY MANAGER 

SUBJECT: CONSIDERATION OF COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) BUDGET TRANSFERS

ISSUE: City Council consideration of budget transfers of federal Community Development Block Grant (CDBG) funds.

RECOMMENDATION: That Council approve the following FY 2006 transfers of CDBG monies:

<u>From:</u>	<u>To:</u>	<u>Amount</u>
Fair Housing Testing	Applications for Federal Programs	\$5,293
Program Administration	Applications for Federal Programs	<u>\$2,807</u>
Total		\$8,100

DISCUSSION: The CDBG Applications for Federal Programs account covers charges associated with the advertising and distribution of the Consolidated Annual Performance and Evaluation Report (CAPER), the Consolidated Plan, the annual One-Year Action Plan, and other required federal submissions.

At the time the FY 2006 budget was prepared, staff projected having carryover monies of \$9,130 in this account from FY 2005. However, the actual carryover fell short of this amount by \$8,737. Staff now projects that a budget transfer of \$8,100 is required to meet the program's needs for the balance of the year.

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FISCAL IMPACT: None. All monies in this transfer are included in the City's approved FY 2006 budget.

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Mildrilyn Stephens Davis, Director, Office of Housing
David Swartz, Fiscal Officer I, Office of Housing