

Code Compliance

(An excerpt from Neighborhood and Development Services)

Mission Statement

To preserve, improve, and stabilize all City neighborhoods.

Description of Operations

Certified Code Compliance inspectors inspect properties throughout the City of Sarasota to ensure property owners and occupants are complying with the City's various codes that govern zoning, housing, commercial maintenance, safety, aesthetics, and other physical aspects affecting quality of life. The office compels compliance by issuing orders, and prosecuting cases before the Code Compliance Magistrate.

CITYWIDE PRIORITIES

PRIORITY - Operational Focus

Strategy

- To ensure compliance with the City's codes governing housing, landscape, maintenance, safety, and other quality of life issues.

Objective

- To maintain Code Compliance Inspectors' certifications by participating in continuing education requirements as dictated by the Florida Association of Code Enforcement.
- To conduct inspections, achieve compliance within established time frames, and to impose fines and record liens as needed.

PERFORMANCE MEASURES

Description	Unit	FY 2012	FY 2013	FY 2014	FY 2015
Output Measure					
Inspections conducted	Number	5,041	5454	5500	5600
Complaints responded to	Number	2,145	2370	2500	2500
Notices and citations issued	Number	816	1026	950	850
Special Magistrate cases heard	Number	724	821	850	850
Lots mowed by City contractor	Number	75	126	130	150
Demolitions by City contractor	Number	3	1	3	3
Walk-in customers served	Number	186	253	260	275
Effectiveness Measure					
Staff certifications	Percent	75%	75%	75%	100%
Initial complaint investigated in 3 days	Percent	82%	80%	82%	85%
Efficiency Measure					
Code inspections per inspector/month	Number	105	91	95	100

Expenditures By Category

	FY 2013 Actual	FY 2014 Budget	FY 2015 Continuation	FY 2015 Issues	FY 2015Totals
Personnel	363,816	408,276	345,982	43,532	389,514
Operating Expenditures	66,525	64,117	67,192	166	67,358
Capital Expenditures	10,633	9,500	9,500	1,350	10,850
Totals	\$440,974	\$481,893	\$422,674	\$45,048	\$467,722

Personnel Summary

Actual Positions	6.35	4.95	1.00	5.95
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Revenue Summary

	FY 2013 Actual	FY 2014 Budget	FY 2015 Continuation	FY 2015 Issues	FY 2015 Totals
Licenses & Permits	20,573	7,900	10,600	63,750	74,350
Fines & Forfeitures	228,823	181,800	182,000	0	182,000
Totals	\$249,396	\$189,700	\$192,600	\$63,750	\$256,350

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Admin Spec/Abandoned & Foreclosed Property Registration

NDS staff is proposing to bring forward to the City Commission an Abandoned and Foreclosed Property Registration Ordinance. The intent of the ordinance is to require banks and mortgage holders to register their properties with the City Code Compliance Division when a notice of lis pendens has been filed to begin the foreclosure process, or when a property becomes vacant or abandoned. Numerous cities in Florida have adopted these types of ordinances. The mortgage holder must provide information as to a local contact or local management firm, as well as meeting minimum maintenance standards. The jurisdictions assess a registration fee to cover the administrative costs of managing the program.

We are proposing to add an Administrative Specialist II position to our Table of Organization to manage the registrations and required inspections. This is a grade 11 position with a salary range of \$29,800 to \$37,300 with roll up costs and set up costs including computer, telephone and miscellaneous office products, we project a total budget item cost of \$44,814. Staff projects this cost will be offset by the property registration fees of:

\$150 first year
\$250 for the second year;
\$500 for the third year;
\$1000 for the fourth year;
\$2000 for the fifth year;
\$4000 for the sixth year; and
\$4000 for each year thereafter.

We project a total number of registered properties for the first year at 425 for total revenues of \$63,750.

Cost of Issue

Personal	43,532
Operating	166
Capital	1,350
Transfers	0
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Total	\$45,048

Revenue

Licenses & Permits	63,750
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	63,750

Net Cost of Issue (18,702)