



Department of Buildings & Inspections Budget Presentation

Budget & Finance Committee
February 14, 2022

Buildings & Inspections Department Purpose

The Department of Buildings & Inspections protects the health and safety of the citizenry by ensuring the quality and integrity of the City's building environment. The goal is to promote economic development and maintaining the quality of commercial and residential building stock through the enforcement of established building and zoning codes.

Buildings & Inspections Department Operations

The Department of Buildings & Inspections is comprised of the following:

- Office of the Director
- Permit Center/Customer Service
- Business Development Services
- Building Plans Examination
- Permits, Inspections, Code Enforcement
- Elevator Program

Buildings & Inspections Department Operations

Permit Center

- **Customer Service**
 - Initiates Permit Process
 - Application Intake
 - Electronic Submissions
 - Contractor Registration
- **Building Plans Examination**
 - Reviews each application for code compliance
 - Tier 1 Review
 - Tier 2 Review
 - Tier 3 Review

Buildings & Inspections Department Operations

Inspections

- **Building & Mechanical Inspections**
 - New & Existing Commercial/Residential Construction Projects
 - Complaint Driven Inspections
- **Vacant Building Enforcement**
 - Abatement and Vacant Building Maintenance License (VBML) Program
 - Vacant Foreclosed Property Registration (VFPR)
- **Private Lot Abatement Program (PLAP)**
- **Concentrated Code Enforcement**
- **Hazard Abatement Program Demolition & Barricading**
- **Residential Rental Registration & Inspection Program (RRR & RRI)**
- **Housing Services Coordinator**
 - Family Relocation
 - HARBOR Program
 - CERT – Hoarding Cases
- **Plumbing Inspections**
 - Permit Applications/Sanitary piping, stormwater and fixtures
 - Journeyman Plumbing License Issuance
- **Elevator Inspections**
 - Plans for installation, alteration and repair
 - Periodic Inspections for Compliance
 - Issues Yearly Certificates of Operation

Buildings & Inspections Department FY 2022 Key Performance Indicators

Standard Plan Review (Tier 3)

- Large residential and commercial projects
- Established goals
 - Commercial: 15 review days
 - Residential: 10 review days
 - Revisions: 5 review days
- Established goals are being met 99% of the time as of December 2021
- Impediments to goal times attributed to staff absences due to illness

Permitting

- An average of 41% of permits are reviewed through same day process
- 2019/2020 Average of permits issued 10,653
- 2021 Permits issued 10,253
- 2019 – 2020 Average estimated cost of construction \$906,756,128
- 2021 Estimated cost of construction \$830,533,248

Buildings & Inspections Department FY 2022 Key Performance Indicators

Inspection Division

Building/Mechanical permit inspections	43,975
Plumbing Permit Inspections	16,690
Elevator Permit Inspections	1,081
Code Enforcement Inspections	34,217
Elevator Periodic Inspections	11,689
PLAP Inspections	15,553

- Hired a training supervisor.
- Developed an in-house Building Construction Inspections (BCI) academy training module for all inspection programs.
- Module will be presented to the State of Ohio for approval in March 2022.
- 24% reduction in inspections performed compared to previous year due to staffing reductions and experience levels of the Inspection Division.

Buildings & Inspections Department Budget History

General Fund Operating Budget FY 2018 – FY 2022

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Personnel Compensation	6,374,902	6,781,100	6,262,170	5,628,380	6,865,450
Fringe Benefits	2,706,136	2,841,170	2,576,740	2,140,150	2,579,290
Non-Personnel Expenses	1,244,922	746,810	734,440	832,400	1,156,310
Total	10,325,960	10,369,080	9,573,350	8,600,930	10,601,050

Buildings & Inspections Department Budget History

Restricted Funds Operating Budget FY 2018 – FY 2022

Income Tax Infrastructure Fund 302	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Personnel Compensation	46,000	43,650	43,580	32,920	43,580
Fringe Benefits	21,500	20,480	18,790	13,860	18,790
Non-Personnel Expenses	0	0	0	0	0
Total	67,500	64,130	62,370	46,780	62,370
Hazard Abatement Fund 347	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Personnel Compensation	130,390	130,390	130,390	1,240,400	444,680
Fringe Benefits	55,520	55,520	55,520	581,200	218,590
Non-Personnel Expenses	839,310	839,310	847,700	907,210	911,570
Total	1,025,220	1,025,220	1,033,610	2,728,810	1,574,840
Stormwater Management Fund 107	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Personnel Compensation	0	0	0	0	562,910
Fringe Benefits	0	0	0	0	277,740
Non-Personnel Expenses	0	0	0	0	532,020
Total	0	0	0	0	1,372,670

Buildings & Inspections Department Budget History

- Between FY 2018 and FY 2022, the General Fund budget has gone from \$10.3m in FY 2018 to \$8.6m in FY 2021 and back to \$10.6m for FY 2022. The drastic cut in FY 2021 was pandemic related and resulted in a \$1.2m General Fund reduction. \$1.2m was appropriated from Hazard Abatement Fund 347 as a one-time source.
- Transfer of the Private Lot Abatement Program (PLAP) to B&I from DPS in October 2020, has resulted in a Restricted Fund Budget increase of \$1.7m in FY 2022.
- Transfer of the Zoning Division to City Planning and Engagement from B&I has resulted in a General Fund transfer of \$574,760.

Buildings & Inspections Department FTE History

All Funds Operating Budget
FY 2018 – FY 2022

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
General Fund 050	112.50	112.50	110.50	111.50	105.50
Stormwater Management 107	0.00	0.00	0.00	0.00	10.00
Hazard Abatement Fund 347	0.00	0.00	0.00	5.00	5.00
Total FTE	112.50	112.50	110.50	116.50	120.50

Buildings & Inspections Department Significant Budget Issues – Operating

Staffing

- Positions that were lost through the Temporary Emergency Leave (TEL)/Early Retirement Incentive Program (ERIP) along with experience levels of new hires, are significantly impacting B&I's ability to provide prompt service delivery.
 - 24% reduction in inspections performed
 - 7 Inspector vacancies
 - 26% of Inspectors have less than one-year of experience
 - (2) Inspector 2, (2) Inspector 1 and (2) Supervisor positions lost through ERIP

Buildings & Inspections Department

Significant Budget Issues – Operating

Structured Funding for the Inspection Divisions

- COVID created operational challenges and as a result, B&I restructured the two Inspection Divisions into one Inspection Division.
- It is headed by the Deputy Director and the Division Manager of Inspections.
- General Building and Property Maintenance Code Enforcement Inspectors were integrated and cross trained. Private Lot Abatement Program (PLAP) will be integrated into the Division work program.

Buildings & Inspections Department

Significant Budget Issues – Operating

Structured Funding for the Inspections Division (cont.)

- 5 Inspection Districts were created, each along the City's Police districts, resulting in improved customer service delivery by assigning one neighborhood Inspector for contact for permits, code violations, blight, weeds and litter.
- Funding is supported by General Fund 050, Stormwater Fund 107, Hazard Abatement Fund 347, and Community Development Block Grant (CDBG) Fund 304.
- The cross functional nature of the duties necessitates a review of the funding sources for the Inspections Division.

Buildings & Inspections Department

Significant Budget Issues – Capital

- Hazard Abatement - \$504,000
Resources used to barricade hazards, demolish unsafe structures and remove hazards in lieu of demolition.
- Electronic Plan Review - \$100,000
Allow for plan review to occur in a collaborative, on-line environment.
- Electronic Document Management System - \$100,000
Previously digitized old microfilm records, next phase would include Zoning and Elevator documents.

QUESTIONS?