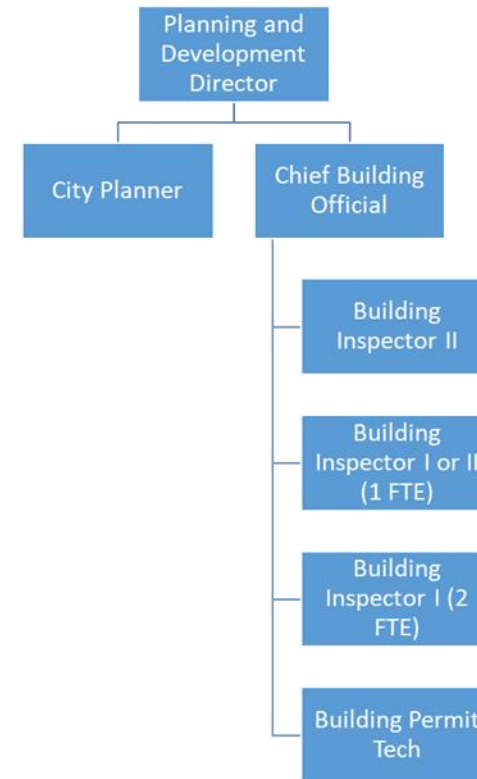


Community Development Department Structure

Current – 7 FTE



Proposed – 8 FTE



Why?

Strategic Priority: Stable, Well Qualified Workforce

- Shallow bench on building inspections side
- Code enforcement and building inspections work on a lot of similar /same issues
- Provides career progression and greater cross training for employees

Strategic Priority: Quality Infrastructure, Maintain a quality housing stock

- Raises the bar for rental inspections – trained building inspectors

Strategic Priority: Financial Sustainability

- Potential for partnership with other cities will add workload (and bring in new revenue)

City Partnerships

Building Permits/Inspections:

Inspection Projection		
	Total Permits	Total Inspections*
WSP 5-year AVG	1654	2481
Newport 5-year AVG (2012-2016)	271	407
Proposed	1925	2888
<i>*1.5 inspections/permit</i>	16% Increase	16% Increase

Revenue Projection		
	Total Revenue	82% Cut
Permits - Newport 5-year Average (17-21)*	\$43,997.08	\$36,077.61
Plan Review - Newport 5-year Average (17-21)*	\$22,609.92	\$18,540.13
<i>*excluding new home permits</i>	\$66,607.00	\$54,617.74

Rental Licensing:

Proposed - 2023						
	Revenue	Initial Inspections	%	Re-Inspections	%	Total Inspections
Current*	\$ 68,775.00	1098	79	280	21	1378
Proposed	\$ 83,785.00	1414	81	346	19	1760
Change	\$ 15,010.00	316		66		382
	22% Increase	29% Increase		24% Increase		28% Increase

**includes 800 new rentals being built*

Code Enforcement:

Proposed - 2023		
	Code Cases	Revenue
Current	646	\$0
Proposed	701	\$5,500
Change	55	\$5,500
	9% Increase	

Financial Impacts

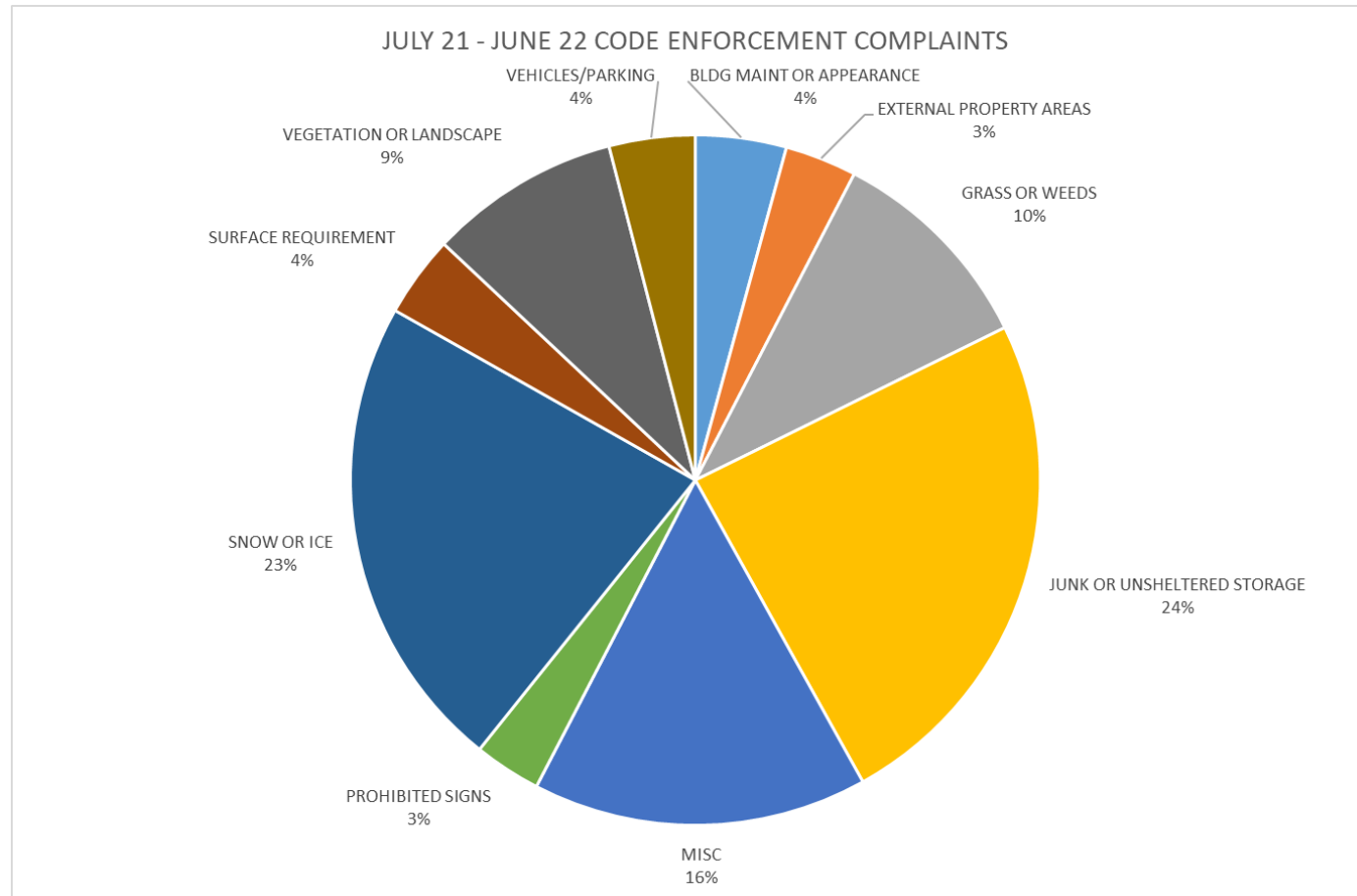
Item	\$ (approximate)
Increased Wages for Code Enforcement Officers to become Building Inspectors	\$20,000
Additional FTE	\$100,000
Technology, licenses, expenses, etc...	\$5,000
Revenues – City partnerships	-\$75,000
Revenues/Grant – Building Inspector Training (two years, to be applied for)	-\$65,000
Total	-\$15,000 to \$50,000

Operational Impacts – Rental Housing

Apartment Complex	Year Built	Number of Units
Westview Park	1997	298
Holiday Acres	1995	188
Somerset & Sandlewood	1994	168
Eagle Pointe	1972	217
Charlton Park	1972	170
The Oaks of West St. Paul	1966	132
The Oaks of Heatherwood	1970	108
Country Club Manor	1970	105
Oakdale Terrace	1968	170
Covington Court	1965	159

- Multi-Family (10+ units) makes up ~39% of the housing stock
- Almost 400 units
- 1/3 of those units are nearly 50 years old

Code Enforcement Complaints



- 447 Total Complaints
 - 312 reactive
 - 135 initiated by staff
- 297 Complaints by Web, Email or Phone
 - 128 Unfounded (43%)
- 10/135 staff initiated complaints unfounded

Operational Impacts – Code Enforcement

Code Enforcement/Rental Inspection Philosophies

- More proactive than reactive
 - Complaints received, but prioritized in accordance with adopted priorities
- More cooperative than punitive
 - Educating to obtain compliance is better than using admin citations
 - Ensure readiness to provide resources to comply

Operational Impacts – Code Enforcement

1. Code violations that endanger the health, safety or welfare of residents or others
 - a. First in rental housing
 - b. Second in owner occupied
2. Code violations that represent an environmental hazard
 - a. First in more densely populated areas
 - b. Second in less densely populated areas
3. Code violations that cause potential near or long term property damage to property owned by another
4. Code violations that represent an attractive nuisance
5. Code violations that are an actual or perceived violation to the overall aesthetic of neighboring properties due to lack of care to property related to structure
6. Code violations that are an actual or perceived violation to the overall aesthetic of neighboring properties due to lack of care or intentional changes to property related to paint, color, signage or deterioration of non-structural elements.