



¹ Position included with Building Safety and Construction Enforcement

Total Authorized Positions/Full Time Equivalent = 78 / 78 FTE

Authorized Positions	Range	2010	2011	2012
Department Director	E81	1	1	1
Senior Plans Examiner	C52	1	1	1
Inspection Administrator	C51	2	2	2
Inspection Administrator ¹	C44	3	2	2
Division Supervisor	C43	1	1	1
Inspection Supervisor	C43	3	3	3
Plans Examiner	C42	5	5	5
Fire Protection Systems Specialist ²	827	1	0	0
Combination Inspector	627	9	9	9
Combination Neighborhood Inspector	627	23	23	23
Electric & Elevator Inspector III	627	7	7	7
Plumbing & Mechanical Inspector III	627	8	8	8
Senior Building Permit Examiner	627	3	3	3
Administrative Aide II	623	1	1	1
Administrative Secretary	621	1	1	1
Radio Dispatcher	621	1	1	1
Administrative Aide I	620	2	2	2
Account Clerk II	619	1	1	1
Customer Service Clerk II ³	619	4	5	5
Secretary	619	1	1	1
Clerk III	617	1	1	1
TOTAL AUTHORIZED POSITIONS		79	78	78
General Fund		5	6	6
Central Inspection Fund		74	72	72

¹ One Inspection Administrator position was eliminated in the 2011 Adopted Budget.

² One Fire Protection Systems Specialist position was shifted from OCI in the 2011 Revised Budget.

³ One Customer Service Clerk II is transferred from the Public Works & Utilities Department to OCI in the 2011 Adopted Budget.

MISSION: To promote, enhance and ensure a safe, sanitary and healthy environment for every building in which people live, meet and work, and to promote and enhance strong, stable and healthy neighborhoods throughout Wichita.

ENSURE PHYSICAL SAFETY	PROTECT PROPERTY	PROTECT PUBLIC INFRASTRUCTURE	CREATE A GROWING COMMUNITY
SUPPORT SERVICES			

Goal	DEPARTMENTAL GOALS	
	<ol style="list-style-type: none"> 1. Ensure safe, compliant construction through timely, thorough and consistent review, permit, and inspection processes. 2. Promote inter-jurisdictional and construction industry partnerships to support positive outcomes. 3. Improve processes and outcomes through expanded utilization of technology and promote e-commerce. 4. Reduce or eliminate sources of neighborhood blight and promote neighborhood partnerships. 5. Provide timely, high quality complaint response and customer service to reduce complaint case resolution times. 	
	Strategy	STRATEGIES
<ol style="list-style-type: none"> A. Continuous review and improvement of processes, procedures, construction codes, and standards. B. Provide a broad range of continuing education and training opportunities to meet staff and industry needs. C. Utilize technology to enhance customer convenience and service, communications, and staff utilization. D. Implement proactive approaches to identify and address neighborhood inspections concerns in conjunction with partners. E. Continue promotion, oversight and implementation of neighborhood cleanup programs. F. Effectively implement StopBlight programs to promote neighborhood improvements and redevelopment. 		
Result		

PERFORMANCE MEASURES	BENCHMARK	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 TARGET	2012 TARGET	STRATEGY ALIGNMENT
Permits Issued the Same Day	ICMA 54.0%	NA	94.1%	94.4%	94.8%	94.8%	A, C
Average Calendar Days from Housing Case Inspection to Voluntary Compliance	ICMA 94	NA	947	809	875	900	D, E, F
Average Calendar Days from Housing Case Inspection to Forced Case Closure	ICMA 115	NA	2,085	2,024	2,050	2,035	D, E, F

REVENUE BY FUND	2010 ACTUAL	2011 ADOPTED	2011 REVISED	2012 ADOPTED	2013 APPROVED
Other Funds	6,049,747	6,766,287	5,567,653	5,854,791	5,791,209
General Fund	667,026	710,798	765,227	773,275	779,789
TOTAL REVENUES	\$6,716,773	\$7,477,085	\$6,332,880	\$6,628,066	\$6,570,998
Salaries and Benefits	5,103,944	5,106,948	4,487,127	4,596,306	4,656,149
Contractuals	1,415,664	1,442,709	1,560,896	1,523,664	1,517,965
Commodities	104,088	76,400	110,584	110,802	115,720
Capital Outlay	0	0	0	0	0
Other	93,076	851,028	174,271	397,294	281,164
TOTAL EXPENDITURES	\$6,716,773	\$7,477,085	\$6,332,880	\$6,628,066	\$6,570,998
TOTAL POSITIONS / FTE	79 / 79	*78 / 78	78 / 78	78 / 78	78 / 78

*One Inspection Administrator position was eliminated, one Fire Systems Protection Specialist position was transferred to the Fire Department, and one Customer Service Clerk II was added in the 2011 Adopted Budget.

MISSION: To promote, enhance and ensure a safe, sanitary and healthy environment for every building in which people live, meet and work, and to promote and enhance strong, stable and healthy neighborhoods throughout Wichita.

SERVICE DESCRIPTION: Building Safety and Construction Enforcement oversees ordinances, regulations and policies related to construction and remodeling of buildings and other structures in Wichita. OCI inspectors enforce City-adopted construction codes, including building, mechanical, heating and air conditioning, electrical, plumbing, elevator and escalator codes.

OCI personnel also oversee the testing, certification and licensing of construction contractors and tradespersons; project site plan, land-use, and architectural and engineering design and construction reviews; construction permitting; and require on-site permit and project plan compliance inspections. OCI works closely with industry trade associations and stakeholders to ensure quality, code-compliant construction, and to implement safe construction practices. If development industry conditions remain poor, then OCI will need to further adjust services and staffing in all divisions.

STRATEGIES	GOAL ALIGNMENT
A Continuous review and improvement of processes, procedures, construction codes, and standards.	1, 2
B Provide a broad range of continuing education and training opportunities to meet staff and industry needs.	1, 2
C Utilize technology to enhance customer convenience and service, communications, and staff utilization.	3

PERFORMANCE MEASURES	BENCHMARK	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 TARGET	2012 TARGET	STRATEGY ALIGNMENT
Building Permits Issued per FTE	ICMA 1,353	NA	4,209	4,551	4,820	4,820	A, C
Average Cost per Permit Issuance	ICMA \$153.18	NA	\$36.47	\$31.39	\$33.00	\$33.00	A, C
Inspections Completed On-time	ICMA 97.0%	96.5%	99.5%	98.4%	98.5%	98.5%	A, C

REVENUES BY SOURCES / EXPENDITURES BY CATEGORY	2010 ACTUAL	2011 ADOPTED	2011 REVISED	2012 ADOPTED	2013 APPROVED
Other Funds	3,921,262	4,680,422	3,568,478	3,821,653	3,740,142
TOTAL REVENUES	\$3,921,262	\$4,680,422	\$3,568,478	\$3,821,653	\$3,740,142
Salaries and Benefits	3,077,337	3,088,437	2,649,698	2,697,560	2,732,998
Contractuals	695,322	689,817	683,861	657,875	654,284
Commodities	55,527	51,140	68,461	68,924	71,696
Capital Outlay	0	0	0	0	0
Other	93,076	851,028	166,457	397,294	281,164
TOTAL EXPENDITURES	\$3,921,262	\$4,680,422	\$3,568,478	\$3,821,653	\$3,740,142
TOTAL POSITIONS / FTE	47 / 47	*45 / 45	45 / 45	45 / 45	45 / 45

*One Inspection Administrator position was eliminated and one Fire Systems Protection Specialist position was transferred to the Fire Department in the 2011 Adopted Budget.

MISSION: To promote, enhance and ensure a safe, sanitary and healthy environment for every building in which people live, meet and work, and to promote and enhance strong, stable and healthy neighborhoods throughout Wichita.

SERVICE DESCRIPTION: Code Enforcement and Zoning enforces the Minimum Housing Code, Neglected Building Ordinance, Dangerous Building Condemnation and Demolition Program, neighborhood and property nuisance codes, the Graffiti Ordinance, the Sign Code, a variety of business license regulations related to zoning requirements and neighborhood safety, and the Wichita-Sedgwick County Unified Zoning Code.

Neighborhood Inspectors are at the forefront of the City's StopBlight initiatives and work closely with community partners and other departments to promote neighborhood vibrancy. Code Enforcement and Zoning also provides funding for abatement actions on private property when owners and tenants fail to correct violations. Abatement actions include: demolition and removal of dangerous buildings; removal of trash, bulky waste, junk cars and other debris; removal or covering of graffiti; and mowing or cutting of tall grass and weeds.

STRATEGIES	GOAL ALIGNMENT
A Utilize technology to enhance customer convenience and service, communications, and staff utilization.	3
B Implement proactive approaches to identify and address neighborhood inspection concerns in conjunction with partners.	4, 5
C Continue promotion, oversight and implementation of neighborhood cleanup programs.	4
D Effectively implement StopBlight programs to promote neighborhood improvements and redevelopment.	4

PERFORMANCE MEASURES	BENCHMARK	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 TARGET	2012 TARGET	STRATEGY ALIGNMENT
Rate of Voluntary Compliance	ICMA 63.0%	NA	35.9%	55.6%	57.0%	57.0%	B, D
Rate of Induced Compliance	ICMA 10.0%	NA	11.0%	14.3%	14.0%	14.0%	B, D
Code Enforcement Expenditures per Capita	ICMA \$5.81	NA	\$6.38	\$5.48	\$5.40	\$5.46	A, B, D

REVENUES BY SOURCES / EXPENDITURES BY CATEGORY	2010 ACTUAL	2011 ADOPTED	2011 REVISED	2012 ADOPTED	2013 APPROVED
Other Funds	2,128,485	2,085,865	1,999,175	2,033,138	2,051,067
General Fund	667,026	710,798	765,227	773,275	779,789
TOTAL REVENUES	\$2,795,511	\$2,796,663	\$2,764,402	\$2,806,413	\$2,830,856
Salaries and Benefits	2,026,607	2,018,511	1,837,429	1,898,746	1,923,151
Contractuals	720,342	752,892	877,035	865,789	863,681
Commodities	48,561	25,260	42,123	41,878	44,024
Capital Outlay	0	0	0	0	0
Other	0	0	7,814	0	0
TOTAL EXPENDITURES	\$2,795,511	\$2,796,663	\$2,764,402	\$2,806,413	\$2,830,856
TOTAL POSITIONS / FTE	32 / 32	*33 / 33	33 / 33	33 / 33	33 / 33

*One Customer Service Clerk II was added in the 2011 Adopted Budget.