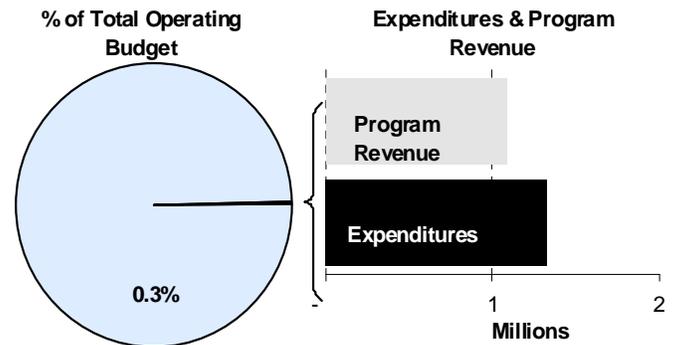
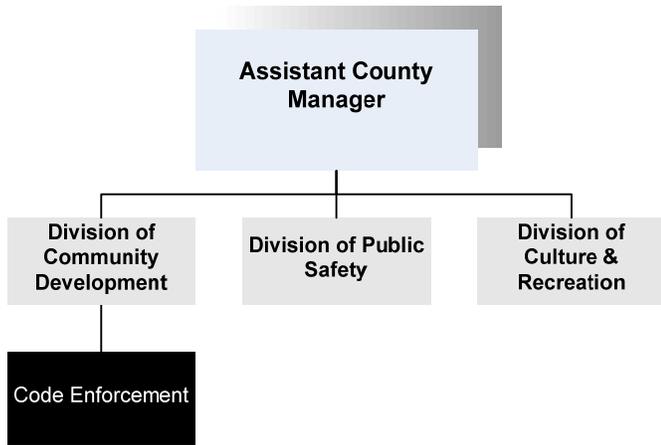




Glen Wiltse
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Mission:

- Ensure a safe living, working and recreational environment for the residents and citizens of Sedgwick County by creating partnerships with the public to ensure the enforcement of building, construction, zoning, subdivision, nuisance and environmental regulations.



Program Information

Code Enforcement ensures that resolutions put forth by the Sedgwick County Commissioners are enforced. The department inspects new construction, remodels, wastewater, and wells for contractors and citizens to make sure the structures meet the adopted codes. They follow up on complaints regarding nuisance and zoning to assure the property is in compliance with the Unified Zoning Code. Their services are provided for unincorporated Sedgwick County and are contracted to support 10 smaller communities within Sedgwick County.

Resolutions and Codes:

- Commercial Building Code
- Residential Building Code
- Residential Building Code Amendments
- Manufactured Homes
- Manufactured Housing Code Amendments
- Rental Housing Code
- Property Title Transfer Inspection Code

- Electrical Code
- Mechanical Code
- Plumbing Code
- Sanitary Advisory Board
- Sanitary Code
- Sanitary Service
- Water Well Advisory Board
- Domestic Well Advisory Board
- Service Drive Code
- Sign Code
- Nuisance
- Nuisance Abatement
- Conservation and Protection of Farmland
- Floodplain Management
- Wastewater
- Wastewater Advisory Board

In 1986 the Federal Emergency Management Agency (FEMA) mapped the areas in Sedgwick County that were prone to flooding. These areas are commonly known as the 100-year floodplain. A more precise description would be the one percent annual chance

flood hazard areas. Basically, this means every year there is a one percent chance that flooding in these areas can occur. FEMA completed a map modification and Sedgwick County adopted the new floodplain maps in February 2007.

Sedgwick County adopted the FEMA maps and joined the National Flood Insurance Program (NFIP). By joining the NFIP, residents of Sedgwick County are able to purchase flood insurance. Flood insurance is only available through NFIP. The homeowners' traditional insurance policy does not cover damages resulting from flooding.

Departmental Sustainability Initiatives

The Department assigns each inspector a quadrant of Sedgwick County to inspect. By doing this the Department reduces the number of miles driven per inspector, which saves on travel time and expenses.

Code Enforcement provides a "One-Stop-Shop" location for citizens to obtain the proper permits needed for construction projects. In the past, citizens would make multiple stops at various destinations to obtain all necessary permits. Permits for building construction, wastewater, floodplain, mortgage inspection, and water wells can now be picked up from the Code Enforcement office at 1144 S. Seneca.

In early 2006, Code Enforcement took over supervision of duties for the Animal Control Department, effectively placing all enforcement of County codes under one department. The Animal Control budget can be referenced within the Health and Welfare section of this document.

The Department of Code Enforcement has in place three resolutions that regulate domestic water wells, wastewater systems, and a provision for property title transfers. These resolutions provide for the community's environmental safety.

The provisions of the domestic water well code are for the purpose of regulating and controlling the development, maintenance, and use of water supplies in Sedgwick County, to protect public health and prevent the contamination and pollution of the water resources of the County.

The provisions of the property title transfer inspection codes are for the purpose of regulating and controlling the maintenance of water wells and onsite wastewater systems by requiring inspections of such wells and onsite wastewater systems when title to property is transferred in order that the public health will be protected and the contamination and pollution of the water resources of the County will be prevented.

The provision of the Sanitary Code provides for new construction and maintenance of onsite wastewater systems.

Department Accomplishment

The staff of Code Enforcement attends continuing education opportunities to stay current with certifications. The wastewater staff provides educational training to wastewater installers, realtors and community officials. Code Enforcement also assisted the Health Department in drafting swimming pool, hot tub, and spa regulations. The regulations benefit the public by reducing the potential for communicable diseases transferred through water.

Budget Adjustments

Changes to the Code Enforcement 2011 budget reflect a one percent increase in contractual, commodity, and capital equipment based on 2009 actual expenditures for property tax supported funds as well as a \$4,633 reduction in fleet charges.

Alignment with County Values

- **Accountability -**
Code Enforcement requires daily logs that include location, type of inspection, number of inspections, miles driven, number of phone calls received, revenue received, permits issued, founded complaints and complaints resolved
- **Commitment -**
Code Enforcement is committed to the enforcement of adopted codes and regulations that insure public safety and provide a safe living, working and recreational environment for our community
- **Honesty and Open Communication -**
The Department believes in open and honest dialog with their customers to educate and assist them in achieving success with land use within unincorporated Sedgwick County

Goals & Initiatives

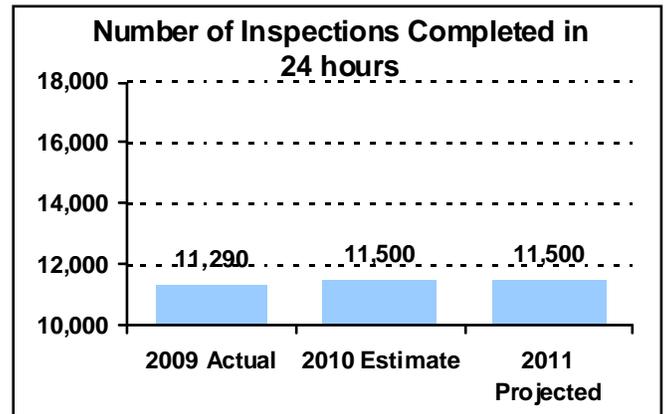
- **Perform 90% of inspections within 24 hours and 100% of inspections within 48 hours of receiving notification**
- **Increase permitting opportunity by establishing a one-stop shop for building, wastewater, floodplain and sign permits**

PERFORMANCE MEASURE HIGHLIGHTS

The following chart illustrates the Key Performance Indicator (KPI) of Code Enforcement.

Number of inspections completed in 24 hours -

- This measure reflects the Department’s commitment to meet the citizens’ and contractors’ time constraints and insure that the codes are being met.



Department Performance Measures	2009 Actual	2010 Est.	2011 Proj.
Goal: Perform 90% of inspections within 24 hours and 100% of inspections within 48 hours of receiving notification			
Number of inspections completed in 24 hours (KPI)	11,290	11,500	11,500
Land use complaints	1,340	1,400	1,400
Percentage of buildings requiring 2 nd inspection	1.81%	2.00%	2.00%
Inspections per inspector	1,840	1,880	1,880
Goal: Increase permitting opportunity by establishing a one-stop shop for building, wastewater, floodplain and sign permits			
Permits issued	2,288	2,200	2,200
Plan review	84	90	90

Significant Adjustments From Previous Budget Year

- Adjustment to department fleet charges

Expenditures	Revenue	FTEs
(4,633)		

Total	(4,633)	-	-
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Budget Summary by Category

Budget Summary by Fund

Expenditures	2009	2010	2010	2011	% Chg.	Expenditures	2010	2011
	Actual	Adopted	Revised				Budget	'10-'11
Personnel	1,054,628	1,090,985	1,090,985	1,142,445	4.7%	General Fund-110	1,213,109	1,235,350
Contractual Services	131,926	139,904	169,904	123,283	-27.4%	Misc. Grants-279	89,934	88,901
Debt Service	-	-	-	-				
Commodities	40,231	42,154	42,154	58,523	38.8%			
Capital Improvements	-	-	-	-				
Capital Equipment	-	-	-	-				
Interfund Transfers	-	-	-	-				
Total Expenditures	1,226,785	1,273,043	1,303,043	1,324,251	1.6%	Total Expenditures	1,303,043	1,324,251
Revenue								
Taxes	-	-	-	-				
Intergovernmental	155,082	88,750	88,750	81,899	-7.7%			
Charges For Service	603,428	799,319	799,319	618,444	-22.6%			
Other Revenue	368,420	392,500	392,500	377,668	-3.8%			
Total Revenue	1,126,930	1,280,569	1,280,569	1,078,011	-15.8%			
Full-Time Equivalents (FTEs)	17.00	17.00	17.00	17.00	0.0%			

Budget Summary by Program

Program	Fund	Expenditures				2011	% Chg.	Full-Time Equivalents (FTEs)		
		2009	2010	2010	2011			2010	2010	2011
		Actual	Adopted	Revised	Budget	'10-'11	Adopted	Revised	Budget	
Code & LEPP	Mult.	501,719	479,334	479,334	481,592	0.5%	6.00	6.00	6.00	
Building Insp.	110	650,703	739,936	709,936	556,044	-21.7%	10.00	10.00	7.00	
Land Use	110	74,363	53,773	113,773	286,615	151.9%	1.00	1.00	4.00	
Total		1,226,785	1,273,043	1,303,043	1,324,251	1.6%	17.00	17.00	17.00	



Personnel Summary by Fund

Position Title(s)	Fund	Band	Budgeted Personnel Costs			Full-Time Equivalents (FTEs)		
			2010 Adopted	2010 Revised	2011 Budget	2010 Adopted	2010 Revised	2011 Budget
Code Enforcement Director	110	B430	93,129	93,129	96,711	1.00	1.00	1.00
Assistant Codes Director	110	B326	63,531	64,796	67,288	1.00	1.00	1.00
Water Quality Specialist II	110	B324	57,286	58,432	60,679	1.00	1.00	1.00
Building Plan Examiner	110	B323	48,497	49,467	51,370	1.00	1.00	1.00
Senior Administrative Officer	110	B323	45,840	46,757	48,555	1.00	1.00	1.00
Combination Inspector	110	B322	132,554	135,196	140,396	3.00	3.00	3.00
Codes and Flood Plain Technician	110	B321	44,354	45,241	46,981	1.00	1.00	1.00
Building Inspector II	110	B220	71,426	72,854	75,656	2.00	2.00	2.00
Environmental Inspector	110	B220	38,060	38,821	40,314	1.00	1.00	1.00
Zoning Inspector	110	B219	36,323	37,049	38,474	1.00	1.00	1.00
Codes Specialist	110	B217	54,061	55,141	57,262	2.00	2.00	2.00
Administrative Assistant	110	B218	37,504	38,555	40,038	1.00	1.00	1.00
Domestic Well Specialist	279	B323	54,350	55,437	57,569	1.00	1.00	1.00
Subtotal					821,293	17.00	17.00	17.00
Add:								
Budgeted Personnel Savings (Turnover)					-			
Compensation Adjustments					-			
Overtime/On Call/Holiday Pay					615			
Benefits					320,537			
Total Personnel Budget*					1,142,445			

* The 2011 personnel budget accommodates one additional payroll posting period. The budget is not reflective of an individual employee's annual salary due to the timing variance between the posting of payroll and the employee's receipt of compensation.



• Code & Local Environmental Protection Plan

Administrative staff issues permits for the unincorporated areas of the County, reviews permits issued for 10 cities within Sedgwick County, licenses contractors and building and trade companies, and furnishes zoning and subdivision information to citizens, realtors, appraisers, and contractors. Permit fees are also collected here for the unincorporated area of Sedgwick County and the ten communities in which inspection services are provided.

Duties also include monitoring the Local Environmental Protection Plan (LEPP) grant, which the County assumed 100 percent responsibility for in July of 2005 from the City of Wichita.

Fund(s): General Fund 110/Misc. Grants 279

	2009	2010	2010	2011	% Chg.
	Actual	Adopted	Revised	Budget	'10-'11
Expenditures					
Personnel	434,259	398,217	398,217	419,259	5.3%
Contractual Services	43,774	48,563	48,563	20,710	-57.4%
Debt Service	-	-	-	-	
Commodities	23,686	32,554	32,554	41,623	27.9%
Capital Improvements	-	-	-	-	
Capital Equipment	-	-	-	-	
Interfund Transfers	-	-	-	-	
Total Expenditures	501,719	479,334	479,334	481,592	0.5%
Revenue					
Taxes	-	-	-	-	
Intergovernmental	155,082	88,750	88,750	81,899	-7.7%
Charges For Service	603,428	799,319	799,319	618,444	-22.6%
Other Revenue	368,420	392,500	392,500	377,668	-3.8%
Total Revenue	1,126,930	1,280,569	1,280,569	1,078,011	-15.8%
Full-Time Equivalents (FTEs)	6.00	6.00	6.00	6.00	0.0%

Goal(s):

- Increase customer service to homeowners and contractors
- Create additional reference materials for citizens
- Provide additional services to contractors and the public

• Building Inspection

The Building Inspection program inspects construction projects in the unincorporated area of Sedgwick County. This consists of building, electrical, plumbing and mechanical inspections during the construction phase of all building projects. This also includes the 10 communities with whom the County has contracts to perform inspection services. Commercial project plans are reviewed prior to construction. In addition to building inspections, this department has taken over the enforcement of the sanitary code. This involves review of soils and groundwater information for issuing private wastewater disposal system permits, subdivision reviews for private wastewater system approval, complaints, and consultations for existing wastewater systems. The County now has floodplain regulations adopted and FEMA issued a new map study in February 2007.

Fund(s): General Fund 110

42001-110

	2009	2010	2010	2011	% Chg.
	Actual	Adopted	Revised	Budget	'10-'11
Expenditures					
Personnel	576,733	648,944	618,944	473,302	-23.5%
Contractual Services	65,006	82,992	82,992	73,467	-11.5%
Debt Service	-	-	-	-	
Commodities	8,964	8,000	8,000	9,275	15.9%
Capital Improvements	-	-	-	-	
Capital Equipment	-	-	-	-	
Interfund Transfers	-	-	-	-	
Total Expenditures	650,703	739,936	709,936	556,044	-21.7%
Revenue					
Taxes	-	-	-	-	
Intergovernmental	-	-	-	-	
Charges For Service	-	-	-	-	
Other Revenue	-	-	-	-	
Total Revenue	-	-	-	-	
Full-Time Equivalents (FTEs)	10.00	10.00	10.00	7.00	-30.0%

Goal(s):

- Reduce re-inspections of contractors' projects by enhancing inspection services
- Offer "one-stop" service for permits related to building construction and zoning requirements
- Reduce response time for inspections
- Provide increased customer service to contractors and public for private sewage system installations



● Land Use

Land Use is responsible for enforcement of the Wichita & Sedgwick County Unified Zoning Code Regulations and the Sedgwick County Nuisance Codes Resolution. Zoning regulations include the review and monitoring of conditional uses, home occupations, land use issues and compliance. Enforcement of the nuisance code resolution generally consists of responding to citizen complaints dealing with inoperable vehicles, trash, tall grass, salvage material, and open and abandoned structures.

Fund(s): General Fund 110

42002-110

	2009 Actual	2010 Adopted	2010 Revised	2011 Budget	% Chg. '10-'11
Expenditures					
Personnel	43,636	43,824	73,824	249,884	238.5%
Contractual Services	23,146	8,349	38,349	29,106	-24.1%
Debt Service	-	-	-	-	
Commodities	7,581	1,600	1,600	7,625	376.6%
Capital Improvements	-	-	-	-	
Capital Equipment	-	-	-	-	
Interfund Transfers	-	-	-	-	
Total Expenditures	74,363	53,773	113,773	286,615	151.9%
Revenue					
Taxes	-	-	-	-	
Intergovernmental	-	-	-	-	
Charges For Service	-	-	-	-	
Other Revenue	-	-	-	-	
Total Revenue	-	-	-	-	
Full-Time Equivalent (FTEs)	1.00	1.00	1.00	4.00	300.0%

Goal(s):

- Offer “one-stop” service for citizen complaints related to nuisance and zoning compliance
- Provide investigation of complaints within 48 hours
- Update website for access to code information by general public



