

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

AGENDA ITEM SUMMARY

Meeting Date:	March 12, 2019	<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> Regular
		<input type="checkbox"/> Workshop	<input type="checkbox"/> Public Hearing
Department:	Planning, Zoning & Building		
Submitted By:	Planning, Zoning & Building		
Submitted For:	Planning, Zoning & Building		

I. EXECUTIVE BRIEF

Motion and Title: Staff requests motion to approve: Seven (7) positions for the Building Division to be utilized in the Code Enforcement Division (CED) as follows: five (5) Code Enforcement Officers (CEOs), one (1) Senior Code Enforcement Officer (SCEO), and one (1) Special Magistrate Secretary. The Building Division will be funding all seven (7) positions.

Summary: The CED enforces violations of the Florida Building Code (e.g., construction work without required permits), Unified Land Development Code (ULDC), Property Maintenance Code, Florida Fire Prevention Code, and other county ordinances. A caseload analysis reflects that five (5) years ago, Florida Building Code violations, and specifically construction work without permits, comprised 15-18% of CED's total caseload, as opposed to nearly 50% of all violations during FY 2017-18. In-depth analysis reflects that in FY 2013-14, Code issued 1,435 Florida Building Code violations; and in FY 2017-18, that number increased to 4,430. That is a 208% increase in Florida Building Code violations. The proposed positions will reside within the CED to support the Building Division in the continued issuance of violation notices and adjudications (through the Special Magistrate Hearing process) for Florida Building Code violations and construction activity without required permits. Countywide (AH)

Background and Policy Issues: From 2012 to the present, the number of Florida Building Code related violations have nearly tripled, and the number of Special Magistrate Hearings have increased 5-fold. Furthermore, when a Notice of Violation (NOV) is issued for construction activity without required permits, the Building Division is statutorily allowed to increase the permit fees four-fold. Thus, the increased identification of Florida Building Code violations and the issuance of corresponding NOVs have resulted in the quadrupled fee increase by the Building Division when the respondent comes in to obtain the required permit. This increase is directly attributed to the increased identification and issuance of NOVs by CED staff.

Further analysis also reflects that the total number of code violations issued have increased from 5,755 in FY 2013-14 to 9,846 in FY 2017-18. That is a 71% increase in the number of code violations issued. These increases have been addressed without the addition of new positions; but caseloads are bulging and are at capacity and nearing excess capacity.

The CED currently has 25 Code Enforcement Officers and five (5) Senior Code Enforcement Officers (Supervisors) to address code enforcement related issues county-wide. Funding will be utilized from the Building Division with no impact to the County's ad valorem general fund.

Attachments:

- ## 1. Organization Chart

Recommended By: [Signature] 2/1/19
Executive Director Date

Approved By: *Pa* 2/26/19
Assistant County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2019	2020	2021	2022	2023
Capital Expenditures					
Operating Costs	\$400,000	\$480,000	\$500,000	\$525,000	\$550,000
External Revenues					
Program Income(County)					
In-Kind Match (County)					
NET FISCAL IMPACT	*				
#ADDITIONAL FTE POSITIONS (Cumulative)	7	7	7	7	7

Is Item Included in Current Budget? Yes___ No X
Does this item include the use of federal funds? Yes___ No X

Budget Account No: Fund Agency Organization Object
Reporting Category 1400 600 6108 Various

B. Recommended Sources of Funds/Summary of Fiscal Impact:

The seven (7) positions will reside in the Building Division of the Planning, Zoning & Building Department (PZB) to be utilized by the Code Enforcement Division. For FY2018-2019 the amount is prorated to \$400,000 for a five (5) month period beginning in May 2019. This figure also includes one-time purchase fee for six (6) vehicles of \$180,000.

C. Departmental Fiscal Review: blc review of Conner

III. REVIEW COMMENTS:

A. OFMB Fiscal and/or Contract Dev. and Control Comments:

Lisa P... 2/15/19
OFMB (2/15) 2/15/19

Dr. J. Jacobson 2/25/19
Contract Dev. & Control 2/25/19

B. Legal Sufficiency:

Anne Delgado 2-26-19
Assistant County Attorney

C. Other Department Review:

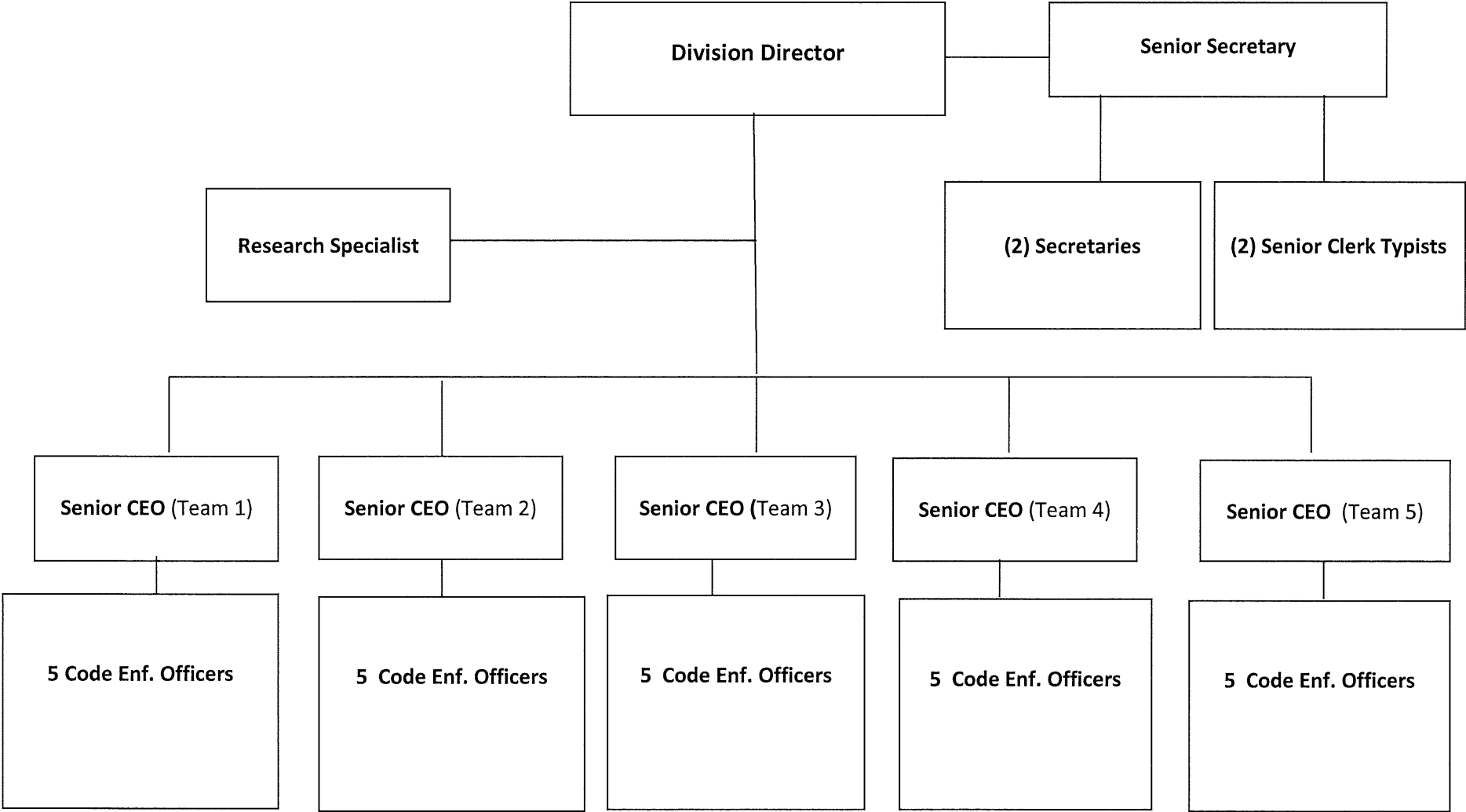
Department Director

(THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT)

Planning, Zoning & Building Department (PZB)
Code Enforcement Division
Organizational Chart FY 2018-19

TOTAL POSITIONS

37 Total Staff
5 SCEOs
25 CEOs



3