



Consideration of an Ordinance and Compliance Program Pertaining to the Regulation of Vacant Buildings and Lots

City Council Meeting
February 13, 2024

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Executive Summary

- Amends Titles 9 and 18 of the City Code
- Presented as a three-year program
- Proposes new staffing (net zero cost)
- Proposes annual registration fee
- Aligns with City Council Goals/Priorities No. 4 and No. 5

Background

- City Attorney initiated in 2017
- Delayed by fires and pandemic
- Replenished staffing resources in 2022 allowed completion of the ordinance
- Community outreach, participation and input
 - 7/12/23 - Downtown Area Association (DAO) Subcommittee meeting
 - 7/31/23 - Economic Development Subcommittee meeting
 - 8/2/23 - Joint DAO, Railroad Square Association and Board of Realtors meeting

Analysis

- Estimated 2,800 properties subject to ordinance
- Unmaintained properties diminish property values, increase resource demands, elevate crime and public health risks
- Ordinance is a Preventive Measure
 - Halts/Reverses blight proliferation
 - Establishes clear/equitable expectations
 - Safeguards health and safety, preserves aesthetics, fosters community pride

Analysis (continued)

- Purpose-built for neglected properties
- Fosters responsible ownership
- Enforcement builds upon historic code requirements
- Rigorous education-based standards
- Incentivizes proactive maintenance/
exempts proactive owners

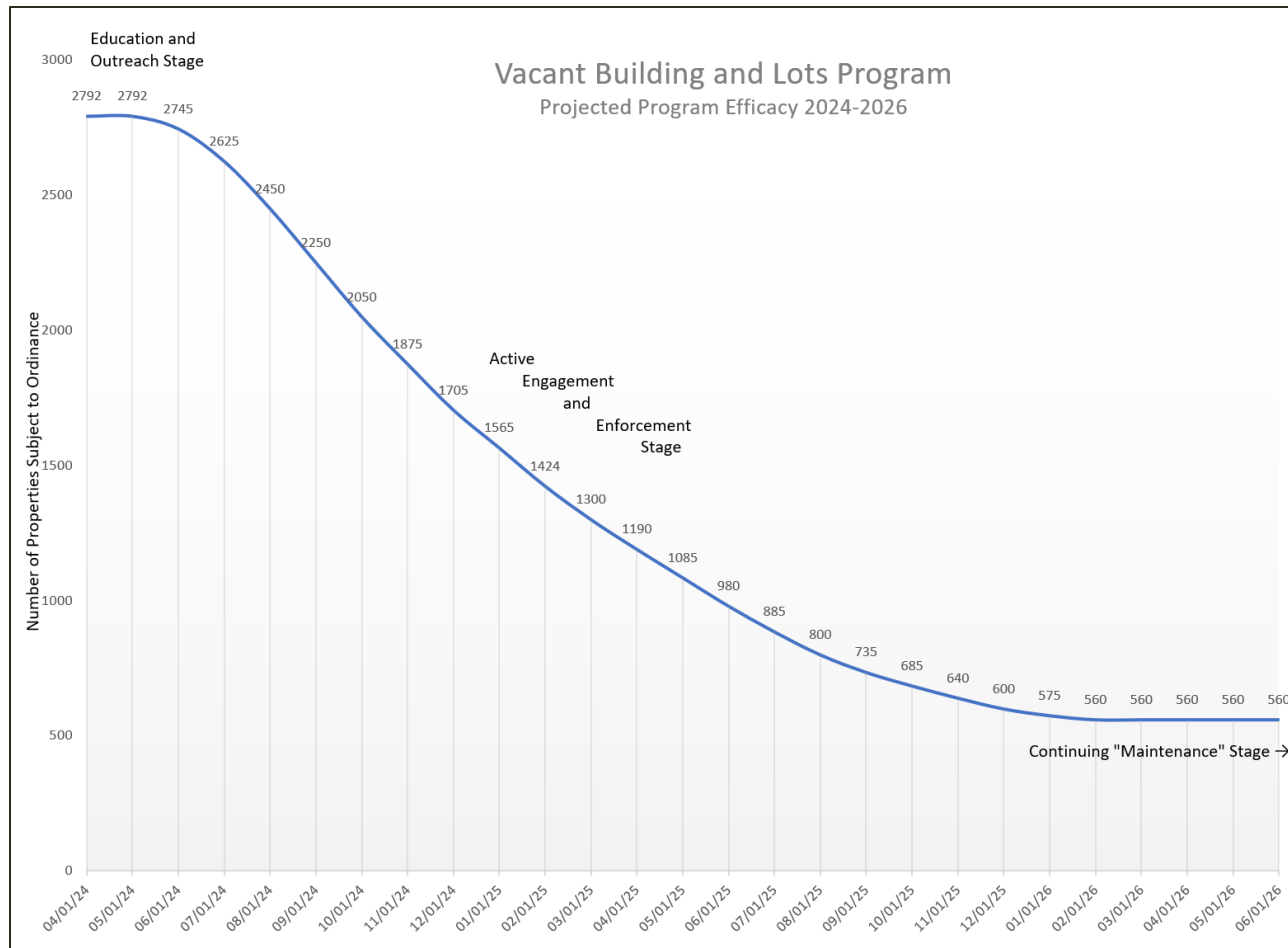
Analysis (continued)

- Economic Revitalization
 - Preserves/improves property values
 - Enhances attractiveness to businesses and residents, encouraging growth
- Community Well-being, Social Cohesion
 - Positive effects on safety, health, and the economic landscape
 - Encourages resident engagement
 - Promotes a vibrant and resilient society

Analysis (continued)

- Commencement in fourth quarter 2024
 - Staffing/Recruitment dependent
 - Initial focus on education/outreach
- Active engagement FY24-25
- Models project increased compliance and registration over time
 - Reflects known statistical tendencies in Code Enforcement case compliance

Analysis (continued)



- Program Synopsis
- Stable "Maintenance" Stage

Analysis (continued)

- Staffing needs based upon
 - Known estimates of properties
 - Likely compliance patterns
 - Resource demand per property
- Dynamic inspection system
 - Optimizes resource demands
 - Balances inspections across program lifetime
- No impact to existing staff

FISCAL IMPACT

- Net-zero cost impact once established
- Estimate of revenue phases based upon \$1,040 annual registration fee:

	Fiscal Year	23-24	24-25	25-26	26-27	
Lots reviewed for Compliance		0%	2%	25%	50%	75%
Projected New Registrations		0%	3%	27%	7%	Minimum
Projected Renewals		0%	0%	13%	20%	20%
Total Projected New Registrations and Renewals		0%	3%	40%	27%	20%
Projected Unregistered		100%	95%	35%	20%	10%
Projected Revenue Offset - New Registrations		\$0	\$87K	\$784K	\$203K	Minimum
Projected Revenue Offset - Renewals		\$0	\$0	\$377K	\$581K	\$581K
Total Projected Revenue		\$0	\$87K	\$1.2M	\$784K	\$581K

FISCAL IMPACT (continued)

- Conservative revenue models
- Stable “maintenance” phase
 - Properties unable/unwilling to comply
 - New noncompliant
 - Previously compliant returning to noncompliant
- Program reassessment/recommendations

FISCAL IMPACT (continued)

- Addition of limited term essential staffing
 - 1.0 FTE Code Enforcement Officer
 - 2.0 FTE HCS Technicians
- Expenditures cover salaries, benefits, services, equipment, supplies, and vehicles

	FY 23/24 (last quarter only)	FY 24/25	FY 25/26	FY 26/27
	Salary, 70% benefits, services & supplies			
Code Enforcement Officer	\$48,824	\$189,062	\$198,265	\$207,928
Housing & Community Services Technician	\$38,912	\$147,429	\$154,550	\$162,028
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Total salary, benefits, services & supplies	\$126,648	\$483,920	\$507,365	\$531,984
Three motor pool vehicles				
Ongoing costs:	\$7,500	\$32,400	\$34,992	\$37,791
TOTAL EXPENDITURES	\$134,148	\$516,320	\$542,357	\$569,775

FISCAL IMPACT (continued)

- Net-zero program once established
 - Expenditures forecast not to exceed projected revenues
 - Full cost recovery via registration fees
- Funding through General Fund until established
- Projected to be entirely self-sustaining by third quarter of FY2024/2025

NEXT STEPS

- Council approval of Ordinance and Resolution needed to move forward with program
- Initiate/Complete hiring process
- Procure equipment, supplies and vehicles
- Commence outreach and engagement activities
- Regular progress reporting and evaluation

RECOMMENDATIONS

- Staff recommends that the City Council adopt the proposed Ordinance and Resolution
- Staff recommends that the City Council authorize an initial General Fund allocation of \$134,148 for fiscal year 2023/2024, or as determined to be necessary, prior to the program reaching self-sufficiency
- Staff recommends that the City Council set an annual registration fee of \$1,040.00

QUESTIONS?