

2021



Legislative Reference Bureau

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Department of Neighborhood Services

2021 Proposed Plan and Executive Budget Review

Prepared by: Aaron Cadle, Legislative Fiscal Analyst
Budget Hearing: 1:30 pm on Tuesday, October 6, 2020



\$19,117,390

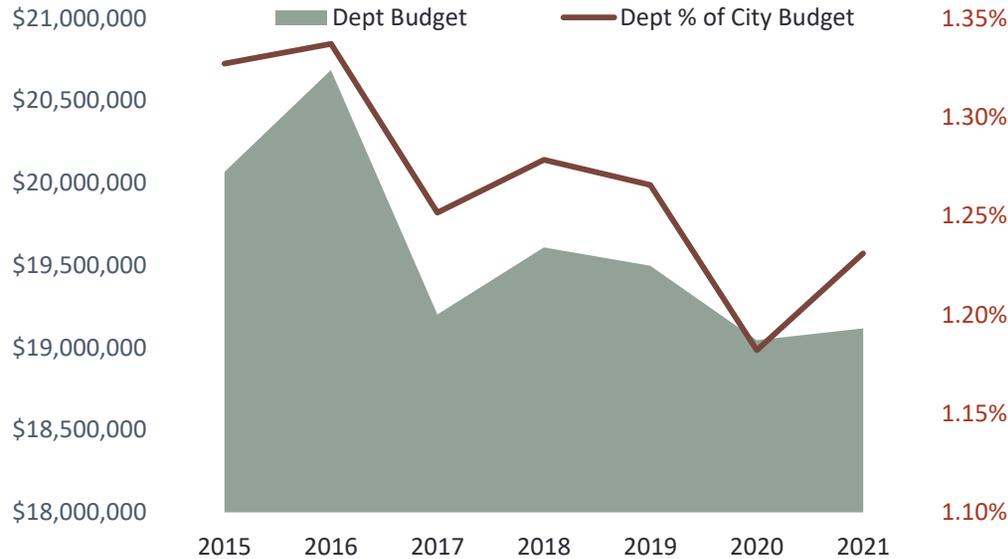
Proposed 2020 Budget

\$71,912

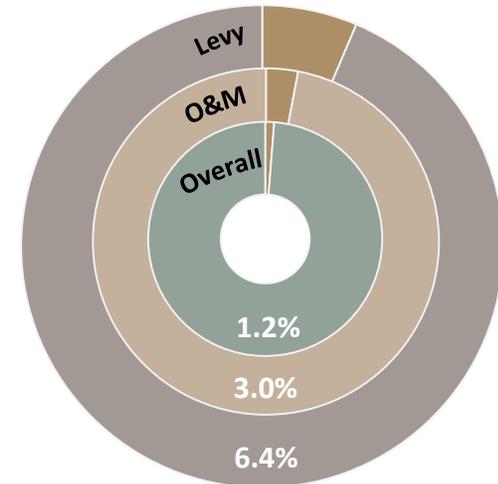
Change in Proposed Budget

0.4%

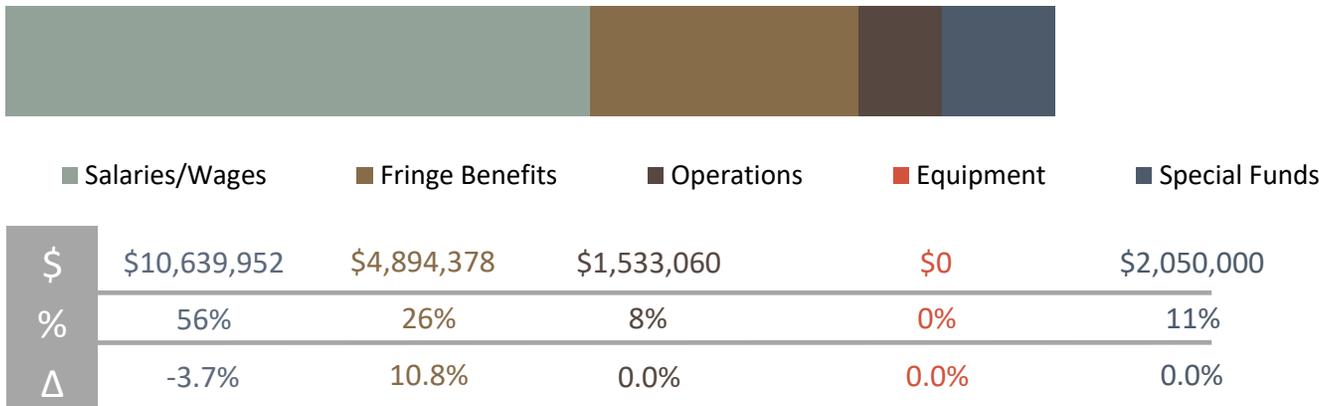
% Change in Proposed Budget



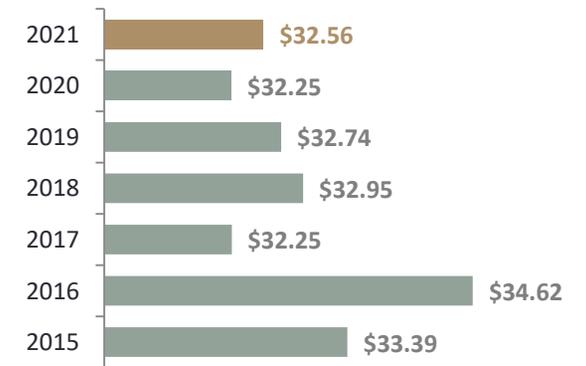
Departmental Budget Impact



Departmental Budget Appropriation Category



Budget per Capita



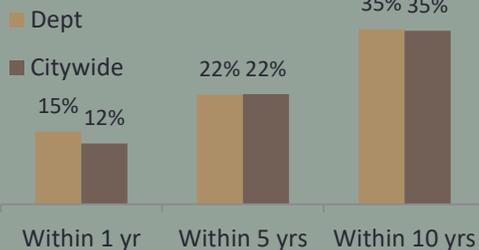
-\$355,199

Net decrease in salary costs from the 2020 Adopted Budget resulting from eliminating 8 positions and adding one.

\$72,282

Increase in net salary costs from 2020 Adopted Budget, including a \$476,650 increase in estimated fringe benefit costs.

Retirement Eligible



-7

Change in Positions

-2.4%

% Change in Positions

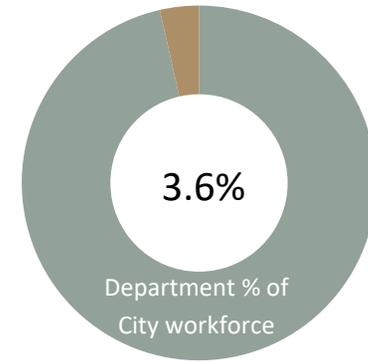
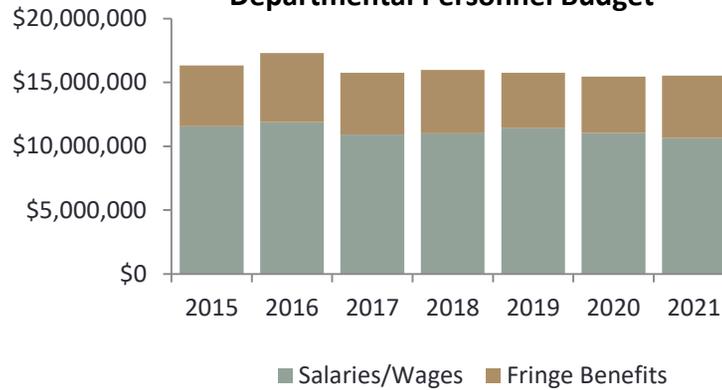
17

Current Vacancies

20

Voluntary Separations

Departmental Personnel Budget



Staffing

Unfunded Positions

Twenty-eight (10%) of the department's 282 authorized positions for 2021 (including all 9 auxiliary positions) are unfunded.

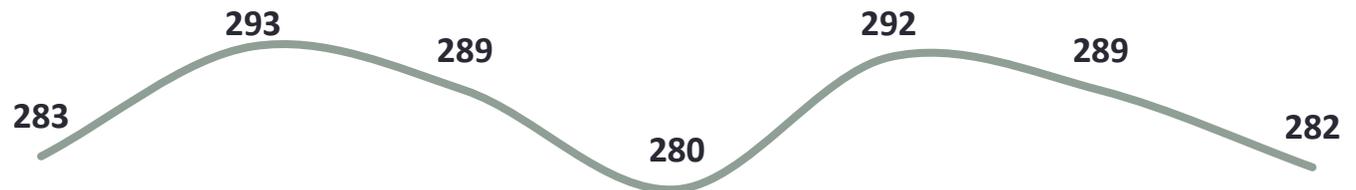
Vacancies

- 7 of 70 authorized and funded Code Enforcement Inspectors vacant. Seeking to underfill with interns.
- 17 (7%) of 254 authorized and funded positions are vacant.

Staffing

178 Employees Teleworking

- 5 telework fulltime.
- 116 telework the majority of time, only occasionally working onsite.
- 42 split the workweek on a set schedule, teleworking on certain days and working onsite other days.
- 15 work primarily on-site, but occasionally telework.



**Department Positions
2014-2020**

227

Scopes of work completed in 2019 in conjunction with the Health Department for properties associated with children reported with elevated blood-lead levels.

16,000

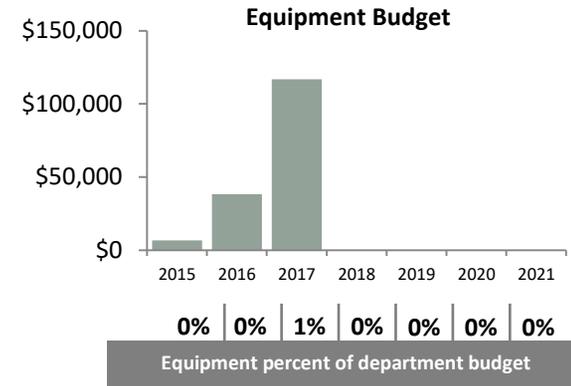
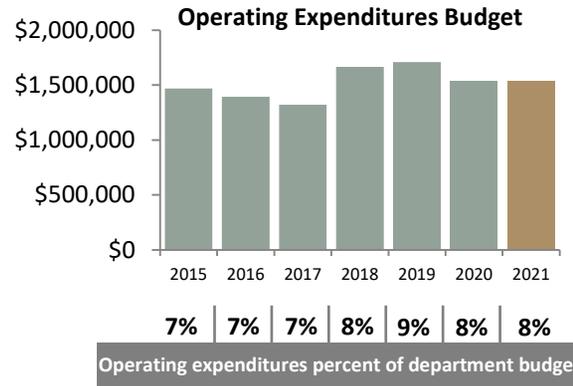
Number of downspout disconnection inspections anticipated for 2021. Both 2020's Adopted Budget and the 2021 Proposed Budget fund 10 inspectors, with only 3 hired to

0

Deconstruction projects completed through September, 2020, vs. 2 in 2019, 5 in 2018, 4 in 2017 and 10 in 2016.

75%

Percentage of permits issued online in the last 12 months. 27,624 permits total - 20,752 online.



Land Management System - LMS

The department continues to implement the City's LMS activity management platform introduced in October, 2016, and is working with ITMD to resolve outstanding issues. Challenges include updating property tax-keys to ensure proper tax-roll billing, inability to automate recurring annual fees billing which must instead be done manually and identifying registered property ownership when submitting delinquent charges to the Municipal Court for collection.

Outstanding Raze Orders

Year	Property Ownership		
	City	Private	Total
2018	230	245	475
2019	233	230	463
2020	202	194	396

Deconstruction & Demolition

Deconstruction:

- 2 parcels deconstructed in 2019.
- No deconstructions completed through September, 2020. A contract for the deconstruction of 10 parcels is in the final stages of approval.

Mechanical Demolition:

Twenty-five of 91 parcels set for mechanical demolition have been razed in 2020. An RFP for 15 additional parcels is expected to be issued soon.

Downspout Disconnection Program

An estimated 11,000 initial downspout disconnection inspections and 750 follow-up inspections on disconnected downspouts have been conducted to date by a staff of 3 inspectors and one supervisor.

274%

Increase in Actual 2019 surplus (revenues exceeding operating expenditures) of \$5,426,952 from Actual 2018 surplus of \$1,452,337.

\$3,726,453

20% increase in Actual 2019 service revenues from \$18.9 million in 2018 to \$22.6 million in 2019.

\$678,895

200% increase in reimbursable expenditures of \$1,022,111 proposed for 2021 over 2019's Adopted Budget of \$343,216.

53

Code Compliance Loan Program loans totaling \$686,360 approved through September, 2020.

Code Compliance Loan Demographics

Of the 53 loans approved through September, 2020, for a total loaned of \$686,360:

- Average Loan Amount - \$12,941.
- Average Income - \$27,390.
- Average Assessment - \$79,225.
- Average age of property owner - 59.
- Average years occupying property - 17.

Re-inspection Fees

Projected up \$2.4 million (69%) for 2021 from actual 2019 revenues of \$3.4 million. Initial inspections increased 75% from \$100 to \$175, and re-inspections went from \$200 to \$350 in 2020.

Illegal Dumping Tip Website

- Launched in late June, 2018.
- 227 illegal dumping tips received in 2019, resulting in issuance of 21 citations, and \$10,500 in tip rewards.
- 277 Illegal dumping tips received through September, 2020, resulting in 20 citations, and an expected \$7,500 in tip rewards.

COVID Operations

Interior inspections suspended in mid-March. Plan review, life safety inspections and essential trades inspections continued under COVID safety protocols. All inspections resumed in August.

Re-inspection fees suspended April through July to provide financial relief to residents affected by the COVID pandemic. An estimated \$830,000 in fee revenues was forgone during the period..

Proposed 2021 Vacant Building Registration Fee Revenues Unchanged from Adopted 2020

Number of registered vacant buildings registered declining:

- 2017 4,339
- 2018 2,877
- 2019 2,998
- 2020 2,883

The chart below shows the net surplus of the department’s funding over its operating expenditures.

Surplus from Department of Neighborhood Services' Operations						
	2018 Actual	2019 Actual	2020 Adopted	Change	2021 Proposed	Change
O&M						
Salaries and Wages	\$11,022,352	\$11,402,104	\$11,044,320	-3.10%	\$10,639,952	-3.70%
Fringe Benefits	\$4,960,058	\$4,357,208	\$4,417,728	1.40%	\$4,894,378	10.80%
Operating Exp.	\$1,665,020	\$1,708,911	\$1,533,430	-10.30%	\$1,533,060	0.00%
Equipment	\$0	\$0	\$0		\$0	
Special Funds	\$1,961,526	\$2,029,438	\$2,050,000	1.00%	\$2,050,000	0.00%
O&M Total	\$19,608,956	\$19,497,661	\$19,045,478	-2.30%	\$19,117,390	0.40%
Funding						
Service Revenues	\$18,909,283	\$22,635,736	\$23,450,850	3.60%	\$25,925,510	10.60%
SPA's	\$100,390	\$113,703	\$120,000	5.50%	\$120,000	0.00%
Grant Funded	\$1,570,256	\$1,831,958	\$2,196,405	19.90%	\$2,218,799	1.00%
Reimbursables	\$481,364	\$343,216	\$1,035,575	201.70%	\$1,022,111	-1.30%
Total Funding	\$21,061,293	\$24,924,613	\$26,802,830	7.50%	\$29,286,420	9.30%
Net Surplus	\$1,452,337	\$5,426,952	\$7,757,352	42.90%	\$10,169,030	31.10%