

FY 2008 - 09 Adopted Budget and Multi-Year Capital Plan

Office of Neighborhood Compliance

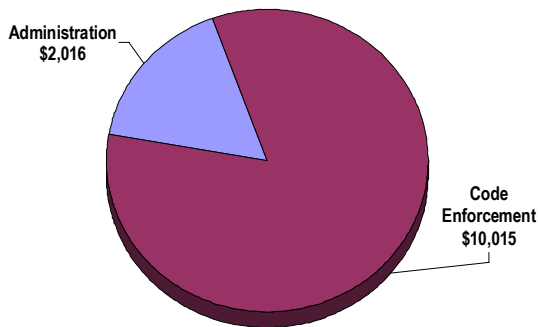
The Office of Neighborhood Compliance (ONC) provides residential and commercial code enforcement with an emphasis on resident education and voluntary compliance while seeking solutions for citizen concerns.

As part of the Neighborhood and Unincorporated Area Municipal Services area, the ONC's main function is to address community needs through code compliance services, which includes nuisance abatement, zoning violations, and other neighborhood maintenance regulations, to enhance the safety and aesthetics of the community.

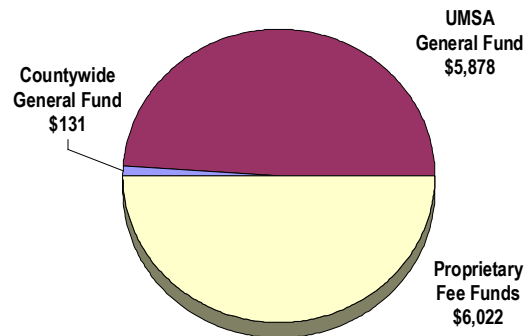
The Department coordinates its activities with various Miami-Dade County contractors, property owners, homeowner associations, schools, County departments, municipalities, and other entities.

FY 2008-09 Adopted Budget

Expenditures by Activity
(dollars in thousands)

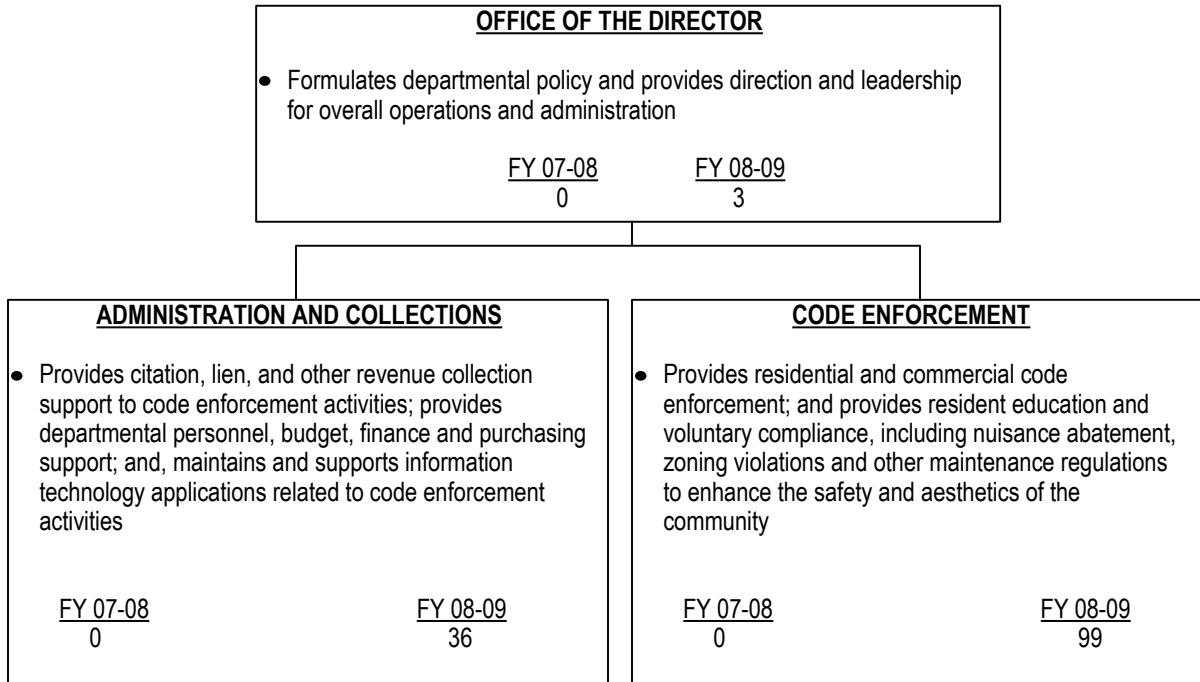


Revenues by Source
(dollars in thousands)



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TABLE OF ORGANIZATION



FY 2008 - 09 Adopted Budget and Multi-Year Capital Plan

FINANCIAL SUMMARY

(dollars in thousands)	Actual FY 06-07	Budget FY 07-08	Adopted FY 08-09
Revenue Summary			
General Fund Countywide	0	0	131
General Fund UMSA	0	0	5,878
Code Fines / Lien Collections	0	0	5,360
Interagency Transfers	0	0	662
Total Revenues	0	0	12,031
Operating Expenditures Summary			
Salary	0	0	8,311
Fringe Benefits	0	0	2,738
Other Operating	0	0	982
Total Operating Expenditures	0	0	12,031

(dollars in thousands)	Total Funding		Total Positions	
Expenditure By Program	Budget FY 07-08	Adopted FY 08-09	Budget FY 07-08	Adopted FY 08-09
Strategic Area: Neighborhood and Unincorporated Area Municipal Services				
Administration	0	2,016	0	20
Code Enforcement	0	10,015	0	118
Total Operating Expenditures	0	12,031	0	138

CAPITAL BUDGET SUMMARY

(dollars in thousands)	PRIOR	FY 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FUTURE	TOTAL
Revenue									
Capital Outlay Reserve	0	212	0	0	0	0	0	0	212
Total:	0	212	0	0	0	0	0	0	212
Expenditures									
Strategic Area: Neighborhood And Unincorporated Area Municipal Services									
Nuisance Control	0	212	0	0	0	0	0	0	212
Total:	0	212	0	0	0	0	0	0	212

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DIVISION: CODE ENFORCEMENT

The Code Enforcement Division provides residential and commercial code enforcement; provides resident education and voluntary compliance, including nuisance abatement, zoning violations and other maintenance regulations to enhance the safety and aesthetics of the community.

- Reviews, evaluates, and investigates written and telephone service requests from citizens, County departments, and other agencies and oversees implementation of corrective actions
- Provides neighborhood code enforcement of applicable County codes
- Administers property removal and minimum housing programs and ensures that activities such as community clean-ups and graffiti removal are conducted in response to community needs
- Reviews all requests to void or administratively close civil citations for final disposition
- Coordinates all civil litigation and criminal prosecution review for code violations
- Coordinates graffiti abatement and zero tolerance program with County departments and other local, state, and federal agencies

Strategic Plan Outcome - Measures

- NU4-1: Resident and business voluntary compliance with county codes (priority outcome)

Objectives	Measures	FY 06-07		FY 07-08		FY 08-09
		Target	Actual	Target	Actual	Target
Improve response time for reviewing property maintenance and zoning complaints	Average business days from receipt of zoning complaint to first inspection*	15	5	10	4	5
	Average calendar days from first zoning inspection to warning letter*	90	75	75	19	25
	Average calendar days from first zoning inspection to compliance with civil violation notice (CVN)*	130	156	120	105	100
	Average business days from receipt of property complaint to first inspection*	15	5	10	5	5
	Average calendar days from first property inspection to warning letter*	30	33	30	29	35
	Average calendar days from first property inspection to compliance with civil violation notice*	120	137	120	102	100

*Historical information in FY 2006-07 and FY 2007-08 is based on performance measures from the former Team Metro Department

BUDGET PRIORITIES

- Continue the implementation, training and the process analysis for the electronic ticketing hand-held devices for Code Enforcement Officers to write e-citations on-site

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DIVISION: ADMINISTRATION

The Office of the Director formulates departmental policy and provides direction and leadership for overall operations and administration.

- Develops the departmental operating and capital budget and administers grant funds and performs accounts receivable and payable functions
- Ensures departmental fiscal control by monitoring revenues and expenditures
- Provides department-wide procurement functions by administering contracts, equipment, and ordering supplies
- Manages department-wide computer network, including computer applications and help desk support
- Performs department-wide personnel services, including hiring, disciplinary action, recruitment, payroll, affirmative action, insurance benefits support, monitoring grievances, coordinate department safety meetings and other personnel related functions
- Develops departmental business plan and performance measures to include data analysis, reporting, and process improvement and responsible for facilitating the development of the departmental strategic plan

Budget Enhancements or Reductions and Additional Comments

- The Office of Neighborhood Compliance will emphasize community education and voluntary compliance with the Code of Miami-Dade County through the distribution of Welcome Packages to new residents
- The FY 2008-09 Adopted Budget includes interagency transfers of \$662,000, comprised of funding from the Office of Community and Economic Development for graffiti abatement (\$233,000) and for other code enforcement activities (\$429,000)

Department Operational Unmet Needs

Description	Startup Costs/ Non Recurring Costs	Recurring Costs	Positions
Add two (2) Neighborhood Collection Clerk positions	\$73	\$103	2
Total	\$73	\$103	2