

# Metropolitan Area Building & Construction Department

***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.***

**Tom Stolz**  
Director

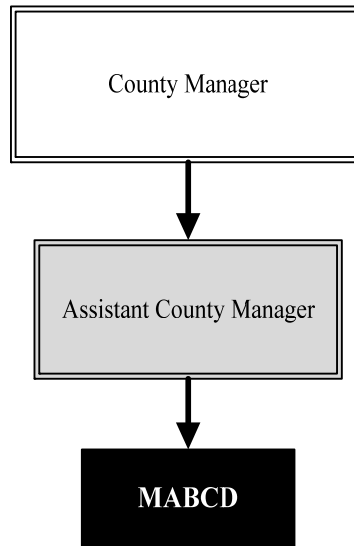
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## Overview

The Metropolitan Area Building and Construction Department (MABCD) supports all citizens, building contractors, trade contractors, realtors, wastewater contractors, well installers and properties in floodplain areas by ensuring 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. MABCD follows up on complaints regarding nuisance and zoning to assure the property is in compliance with the Unified Zoning Code as well as advising citizens of the steps to have a property rezoned. The services of MABCD are provided for unincorporated Sedgwick County, City of Wichita, and are contracted to support 12 smaller communities within Sedgwick County.



## Strategic Goals:

- Perform 90 percent of inspections within 24 hours and 100 percent of inspections within 48 hours of receiving notification
- Increase permitting opportunity by establishing a one-stop shop for building, wastewater, floodplain and sign permits
- Consolidate Sedgwick County and City of Wichita permitting and inspection services

## Highlights

- Work continues to consolidate Sedgwick County and the City of Wichita building codes and fee structures.
- Administrative control of the former Wichita Office of Code Inspections has been transferred to Sedgwick County.
- City personnel and related administrative costs will remain in the Wichita budget; all other costs of MABCD are now borne by the County budget.



# Accomplishments and Priorities

## Accomplishments

Metropolitan Area Building and Construction Department continues its efforts to create an efficient service center for construction and building needs for the citizens and contractors of Sedgwick County. Following are some areas which have been accomplished since the merger between City and County code departments earlier this year:

- Advisory boards merged and reorganized
- Consolidated code amendments
- Revised and combined Mission and Values Statement
- Combined organizational charts and position reviews
- Combined software program to create consistency for customers

## Priorities

- Locate a joint facility to combine operations with the Metropolitan Area Planning Department with the goals of enhanced customer service and efficiency
- Develop combination inspector protocol for residential construction projects
- Enhance communications between area contractors, trades professionals, and code staff regarding all building projects
- Review developing ICC codes and adopt best practices with the partnership of the local building industry to help insure public safety and the lowest possible insurance rates for our community
- Combine all forms, licensing, and permit operations into merged documents so that customers can do all business with one stop
- Continue to work with all municipalities within the county to provide the best service possible



## Significant Budget Adjustments

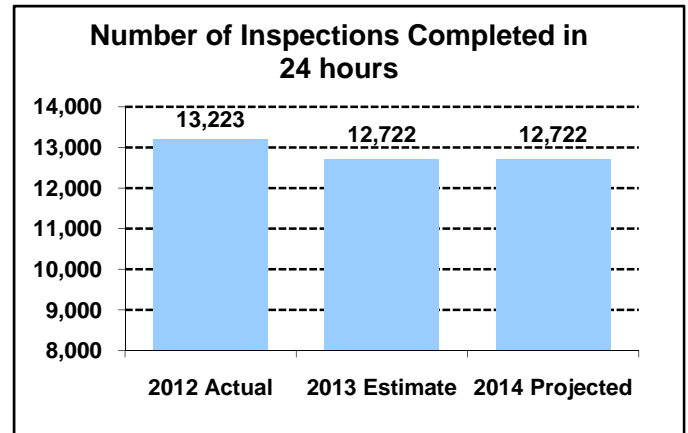
The MABCD budget combines the County's Code Enforcement budget, which accounts for services provided outside the boundaries of Wichita, with the anticipated County costs of providing services inside Wichita's city limits. Costs of City personnel who now are part of the consolidated MABCD, as well as the costs of City vehicles and computers they operate and City Hall space they occupy, will continue to be budgeted by Wichita. All other costs, including replacement personnel and associated support costs as City employees retire or resign, will be included in the County budget.

**PERFORMANCE MEASURE HIGHLIGHTS**

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

**Number of inspections completed in 24 hours -**

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



Department Performance Measures	2012 Actual	2013 Est.	2014 Proj.
<b>Goal: Perform 90% of inspections within 24 hours and 100% of inspections within 48 hours of receiving notification</b>			
Number of inspections completed in 24 hours (KPI)	13,323	12,722	12,722
Land use complaints	536	600	600
Inspections per inspector	2,204	1,984	1,984
<b>Goal: Increase permitting opportunity by establishing a one-stop shop for building, wastewater, floodplain and sign permits</b>			
Permits issued	2,756	2,767	2,767
Plan review	98	93	93

**Significant Adjustments From Previous Budget Year**

	Expenditures	Revenue	FTEs
• Increase budget related to consolidation of Wichita Office of Central Inspection & County Code Enforcement	432,374		3.00

**Total**      432,374      -      3.00

**Budget Summary by Category**

**Budget Summary by Fund**

Expenditures	2012	2013	2013	2014	% Chg.	Expenditures	2013	2014
	Actual	Adopted	Revised				Budget	'13-'14
Personnel	893,369	1,089,132	1,111,256	1,391,181	25.2%	General Fund-110	1,517,439	1,949,813
Contractual Services	393,467	203,453	352,589	365,617	3.7%	Misc. Grants-279	-	-
Debt Service	-	-	-	-	-			
Commodities	146,805	53,594	53,594	193,015	260.1%			
Capital Improvements	-	-	-	-	-			
Capital Equipment	-	-	-	-	-			
Interfund Transfers	-	-	-	-	-			
<b>Total Expenditures</b>	<b>1,433,640</b>	<b>1,346,179</b>	<b>1,517,439</b>	<b>1,949,813</b>	<b>28.5%</b>	<b>Total Expenditures</b>	<b>1,517,439</b>	<b>1,949,813</b>
<b>Revenue</b>								
Taxes	-	-	-	-	-			
Intergovernmental	-	83,042	83,042	487,431	487.0%			
Charges For Service	512,277	534,782	534,782	1,050,862	96.5%			
Other Revenue	336,241	365,537	365,537	343,000	-6.2%			
<b>Total Revenue</b>	<b>848,519</b>	<b>983,361</b>	<b>983,361</b>	<b>1,881,293</b>	<b>91.3%</b>			
<b>Full-Time Equivalents (FTEs)</b>	<b>14.71</b>	<b>14.71</b>	<b>14.71</b>	<b>17.71</b>	<b>20.4%</b>			

**Budget Summary by Program**

Program	Fund	Expenditures				2014	% Chg.	Full-Time Equivalents (FTEs)		
		2012	2013	2013	2014			2013	2013	2014
		Actual	Adopted	Revised	Budget	'13-'14	Adopted	Revised	Budget	
Code & LEPP	Mult.	675,656	485,470	643,317	636,358	-1.1%	5.00	5.00	4.50	
Building Insp.	110	447,057	471,244	479,033	489,754	2.2%	6.00	6.00	6.00	
Land Use	110	310,927	389,465	395,089	336,270	-14.9%	3.71	3.71	3.71	
MABCD-COW Reimb.	110	-	-	-	487,431		-	-	3.50	
<b>Total</b>		<b>1,433,640</b>	<b>1,346,179</b>	<b>1,517,439</b>	<b>1,949,813</b>	<b>28.5%</b>	<b>14.71</b>	<b>14.71</b>	<b>17.71</b>	



**Personnel Summary by Fund**

Position Title(s)	Fund	Band	Budgeted Personnel Costs			Full-Time Equivalents (FTEs)		
			2013 Adopted	2013 Revised	2014 Budget	2013 Adopted	2013 Revised	2014 Budget
Metropolitan Area Building Director	110	B533	-	122,000	122,000	-	1.00	1.00
Code Enforcement Director	110	B430	150,000	-	-	1.00	-	-
Application Support Analyst	110	B327	-	-	70,000	-	-	1.00
Assistant Codes Director	110	B326	53,713	55,056	55,056	1.00	1.00	1.00
Building Plans Examiner	110	B325	-	-	47,258	-	-	1.00
Water Quality Specialist II	110	B324	59,858	61,767	61,767	1.00	1.00	1.00
Domestic Well Specialist	110	B323	56,524	58,327	58,327	1.00	1.00	1.00
Senior Administrative Officer	110	B323	49,814	51,403	51,403	1.00	1.00	1.00
Building Plan Examiner	110	B323	46,053	47,522	47,522	1.00	1.00	1.00
Combination Inspector	110	B322	90,488	92,527	130,570	2.00	2.00	3.00
Codes and Flood Plain Technician	110	B321	46,128	47,600	47,600	1.00	1.00	1.00
Building Inspector II	110	B220	73,765	75,323	75,323	2.00	2.00	2.00
Environmental Inspector	110	B220	28,103	23,778	23,778	0.71	0.71	0.71
Administrative Assistant	110	B218	39,304	40,548	40,548	1.00	1.00	1.00
Codes Specialist	110	B217	56,220	57,805	57,805	2.00	2.00	2.00
<b>Subtotal</b>					<b>888,957</b>	<b>14.71</b>	<b>14.71</b>	<b>17.71</b>
Add:								
Budgeted Personnel Savings (Turnover)					-			
Compensation Adjustments					22,225			
Overtime/On Call/Holiday Pay					91			
Benefits					479,908			
<b>Total Personnel Budget</b>					<b>1,391,181</b>			



### • 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 for the unincorporated area of Sedgwick County and the ten communities in which inspection services are provided. Duties included 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 until the grant was discontinued in mid-2012.

Expenditures for 2014 reflect preliminary estimates related to the merger of the City of Wichita and Sedgwick County budgets for the combined Metropolitan Area Building and Construction Department.

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

Expenditures	2012	2013	2013	2014	% Chg.
	Actual	Adopted	Revised	Budget	'13-'14
Personnel	257,476	411,304	420,015	367,148	-12.6%
Contractual Services	309,650	37,990	187,126	160,635	-14.2%
Debt Service	-	-	-	-	-
Commodities	108,530	36,176	36,176	108,575	200.1%
Capital Improvements	-	-	-	-	-
Capital Equipment	-	-	-	-	-
Interfund Transfers	-	-	-	-	-
<b>Total Expenditures</b>	<b>675,656</b>	<b>485,470</b>	<b>643,317</b>	<b>636,358</b>	<b>-1.1%</b>
<b>Revenue</b>					
Taxes	-	-	-	-	-
Intergovernmental	-	83,042	83,042	-	-100.0%
Charges For Service	512,277	534,782	534,782	1,050,862	96.5%
Other Revenue	336,241	365,511	365,511	343,000	-6.2%
<b>Total Revenue</b>	<b>848,519</b>	<b>983,335</b>	<b>983,335</b>	<b>1,393,862</b>	<b>41.7%</b>
<b>Full-Time Equivalents (FTEs)</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>4.50</b>	<b>-10.0%</b>

#### 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

Expenditures	2012	2013	2013	2014	% Chg.
	Actual	Adopted	Revised	Budget	'13-'14
Personnel	366,577	396,660	404,449	409,154	1.2%
Contractual Services	42,809	64,791	64,791	42,880	-33.8%
Debt Service	-	-	-	-	-
Commodities	37,670	9,793	9,793	37,720	285.2%
Capital Improvements	-	-	-	-	-
Capital Equipment	-	-	-	-	-
Interfund Transfers	-	-	-	-	-
<b>Total Expenditures</b>	<b>447,057</b>	<b>471,244</b>	<b>479,033</b>	<b>489,754</b>	<b>2.2%</b>
<b>Revenue</b>					
Taxes	-	-	-	-	-
Intergovernmental	-	-	-	-	-
Charges For Service	-	-	-	-	-
Other Revenue	-	-	-	-	-
<b>Total Revenue</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Full-Time Equivalents (FTEs)</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>0.0%</b>

#### 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

	2012	2013	2013	2014	% Chg.
	Actual	Adopted	Revised	Budget	'13-'14
<b>Expenditures</b>					
Personnel	269,315	281,168	286,792	294,570	2.7%
Contractual Services	41,008	100,672	100,672	41,090	-59.2%
Debt Service	-	-	-	-	
Commodities	604	7,625	7,625	610	-92.0%
Capital Improvements	-	-	-	-	
Capital Equipment	-	-	-	-	
Interfund Transfers	-	-	-	-	
<b>Total Expenditures</b>	<b>310,927</b>	<b>389,465</b>	<b>395,089</b>	<b>336,270</b>	<b>-14.9%</b>
<b>Revenue</b>					
Taxes	-	-	-	-	
Intergovernmental	-	-	-	-	
Charges For Service	-	-	-	-	
Other Revenue	-	26	26	-	-100.0%
<b>Total Revenue</b>	<b>-</b>	<b>26</b>	<b>26</b>	<b>-</b>	<b>-100.0%</b>
<b>Full-Time Equivalents (FTEs)</b>	<b>3.71</b>	<b>3.71</b>	<b>3.71</b>	<b>3.71</b>	<b>0.0%</b>

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

● MABCD-COW Reimb.

MABCD is the product of collaborative intergovernmental efforts to consolidate Sedgwick County's Code Enforcement Department and Wichita's Office of Code Inspection. The consolidation is a work in progress. For 2014, employees of MABCD who formerly were in OCI will remain on the City payroll and be budgeted by the City, as will the cost of vehicles, space, technology and other similar support services provided for those employees. As City positions are vacated they will be replaced by County positions and associated support costs also will move to the County from the City. All other operating costs required by City employees in MABCD will be borne by Sedgwick County. The City will record all program revenue collected by MABCD. Revenue collected for activities occurring outside Wichita will be remitted to the County. Program revenue collected for activities occurring inside Wichita will be retained by Wichita, which will reimburse the County for all consolidation costs borne by the County to support City staff and activities inside the city. This fund center is used to account for those costs to be reimbursed by the City.

Fund(s): General Fund 110

42004-110

	2012	2013	2013	2014	% Chg.
	Actual	Adopted	Revised	Budget	'13-'14
<b>Expenditures</b>					
Personnel	-	-	-	320,309	
Contractual Services	-	-	-	121,012	
Debt Service	-	-	-	-	
Commodities	-	-	-	46,110	
Capital Improvements	-	-	-	-	
Capital Equipment	-	-	-	-	
Interfund Transfers	-	-	-	-	
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>487,431</b>	
<b>Revenue</b>					
Taxes	-	-	-	-	
Intergovernmental	-	-	-	487,431	
Charges For Service	-	-	-	-	
Other Revenue	-	-	-	-	
<b>Total Revenue</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>487,431</b>	
<b>Full-Time Equivalents (FTEs)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3.50</b>	

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



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