

Metropolitan Area Building & Construction Division

Mission: Ensure that all residential and commercial structures are properly and safely planned, built, and maintained within Sedgwick County using national best practices while providing fair and equitable rules for the local building industry in an atmosphere of excellent customer service.

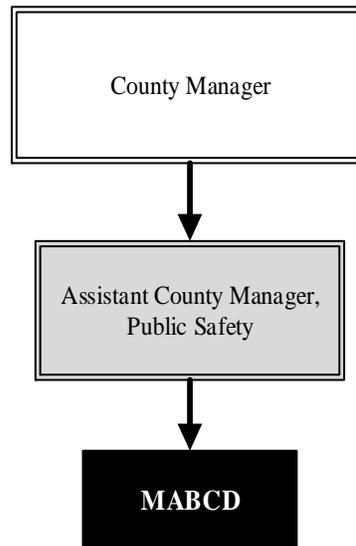
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Overview

The Metropolitan Area Building and Construction Division (MABCD) supports all citizens and building/trade contractors who are constructing or remodeling residential and commercial properties to ensure that local code put forth by the Sedgwick County Commission and Wichita City Council is fairly and equitably enforced.

In addition, the Division has staff that permits and inspects all water well and wastewater activities in unincorporated Sedgwick County and nine other municipalities within the County. The Division also manages all commercial and residential zoning and signage issues plus reviews all flood plain issues in the unincorporated areas of the County. Finally, the Division manages all housing complaints and nuisance issues within the City of Wichita and unincorporated areas of the County.



Strategic Goals:

- *Ensure that all buildings and homes are soundly built according to contemporary national code standards and provide safety and health for occupants.*
- *Create a one-stop service center for citizens and contractors who build or remodel commercial and residential structures.*
- *Create a system where a single license and permit can be obtained so that construction work can be efficiently accomplished.*

Highlights

- Developed the first divisional policy and procedure manual to help ensure consistency within operations
- Moved towards a paperless system with acquisition of “electronic” plan review submission software to be implemented by midsummer 2016
- Adopted all updated building and trade codes
- Completed all preparations and moved into the Ronald Reagan Building to create a one-stop shop for development and building projects in Wichita/Sedgwick County. The move occurred in October 2016



Accomplishments and Priorities

Accomplishments

The final part of the merger between Sedgwick County and the City of Wichita Code Departments will occur in September 2016 when all operations will be consolidated into the Reagan Building. The Metropolitan Area Planning Department (MAPD) and Wichita Fire Department Code Staff will also join MABCD in the new building, as well as other potential partners who work on development and construction projects in Sedgwick County. The addition of electronic plan review, which will assist in the consolidation, will save the construction industry thousands of dollars per year in reduced plan copy costs. Additionally, MABCD will begin storing archived plans electronically and will no longer need to warehouse large hard copy plans.

Staff consolidation is complete as is all licensing and permit procedures. Homeowners and building professionals can now come to one location for a building permit or any needed license to operate in Wichita, Sedgwick County, and nine participating class 2 and 3 cities within the County.

Priorities

MABCD has employed 10 major goals for 2016 with the overarching objective of completing the City/County merger. The goals are: (1) conduct technical planning regarding the move to the Reagan Building and conclude the physical move with minimal disruption to daily operations; (2) conclude migration of software upon moving into the new building, including Hansen, Selectron, and Avolve; (3) migrate all MABCD operations to SAP instead of the City of Wichita performance software. This migration will not include the Division of Housing and Nuisance, which will remain a part of the City of Wichita's budget; (4) initiate review of 2015 trade and building code cycles; (5) complete all revisions of the MABCD policy and procedure manual; (6) hire a staff position using Community Development Block Grant (CDBG) funds and implement the Court Liaison Program to grow private group capacity and help low income, elderly, and disabled homeowners obtain assistance in resolving their housing and nuisance cases; (7) prepare amendments to the 2012 International Property Maintenance Code (IPMC) to present to the City Council for adoption in the fourth quarter of 2016; (8) review plan examiner assignment procedures and reevaluate permit issuance procedures; (9) complete sign code review and updates for the City of Wichita and Sedgwick County sign codes separately; and (10) study the implementation of dual plumbing codes within Sedgwick County jurisdiction.

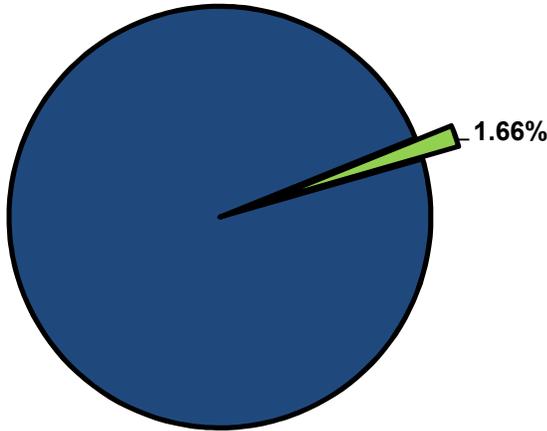


Significant Budget Adjustments

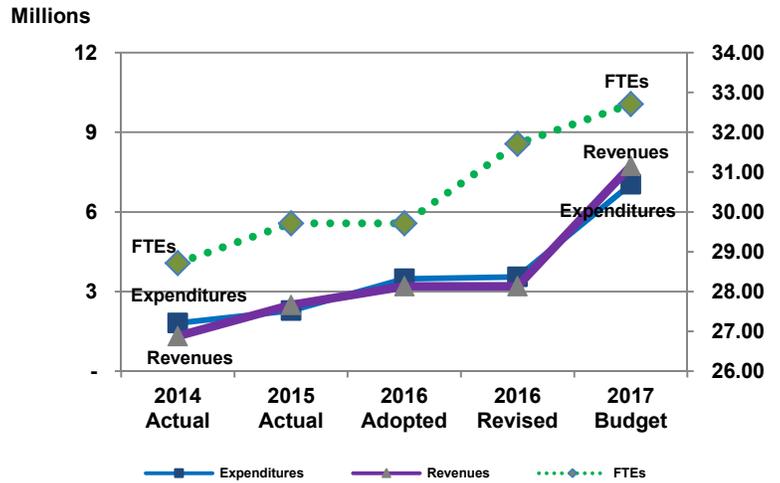
Changes to the Metropolitan Area Building & Construction Division's 2017 budget include an increase of \$100,800 for mobility upgrade, an increase of \$99,868 for a 1.0 FTE Combination Inspector position and related equipment, and an increase of \$5,000 for a plotter/scanner. Additionally, now that the merger is complete, the County will be responsible for making quarterly payments to the City of Wichita to cover the cost of the City's employees and related expenditures. The County will also receive all revenue generated by the Division, and these funds will be recorded in a new program, Reimbursement to the City of Wichita.

Divisional Graphical Summary

MABCD
Percent of Total County Operating Budget



Expenditures, Program Revenue & FTEs
All Operating Funds



Budget Summary by Category

	2014 Actual	2015 Actual	2016 Adopted	2016 Revised	2017 Budget	Amount Chg '16 Rev.-'17	% Chg '16 Rev.-'17
Expenditures							
Personnel	1,583,937	2,004,538	2,252,684	2,252,684	2,524,479	271,795	12.07%
Contractual Services	121,394	230,788	639,770	876,215	3,933,473	3,057,258	348.92%
Debt Service	-	-	-	-	-	-	-
Commodities	107,017	41,440	424,189	424,189	461,476	37,287	8.79%
Capital Improvements	-	-	-	-	-	-	-
Capital Equipment	-	-	163,198	-	20,100	20,100	-
Interfund Transfers	-	-	-	-	98,260	98,260	-
Total Expenditures	1,812,347	2,276,766	3,479,841	3,553,088	7,037,788	3,484,700	98.08%
Revenues							
Tax Revenues	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Intergovernmental	365,321	1,005,201	1,847,275	1,847,275	-	(1,847,275)	-100.00%
Charges for Services	941,565	1,480,422	1,348,897	1,348,897	2,597,654	1,248,757	92.58%
All Other Revenue	1	-	1	1	5,125,566	5,125,565	507481682.29%
Total Revenues	1,306,887	2,485,623	3,196,174	3,196,174	7,723,220	4,527,046	141.64%
Full-Time Equivalents (FTEs)							
Property Tax Funded	28.71	29.71	29.71	31.71	32.71	1.00	3.15%
Non-Property Tax Funded	-	-	-	-	-	-	-
Total FTEs	28.71	29.71	29.71	31.71	32.71	1.00	3.15%

Budget Summary by Fund

Fund	2014 Actual	2015 Actual	2016 Adopted	2016 Revised	2017 Budget	Amount Chg '16 Rev.-'17	% Chg '16 Rev.-'17
General Fund	1,812,347	2,276,766	3,479,841	3,553,088	7,037,788	3,484,700	98.08%
Total Expenditures	1,812,347	2,276,766	3,479,841	3,553,088	7,037,788	3,484,700	98.08%

Significant Budget Adjustments from Prior Year Revised Budget

	Expenditures	Revenues	FTEs
Increase in funding due to the completion of merger and relocation to the Ronald Reagan Building	3,605,054	4,527,046	
Increase in funding for mobility upgrade	100,800	100,800	
Addition of Combination Inspector position and related equipment	99,868	99,868	1.00
Increase in funding for plotter/scanner	5,000	5,000	
Reduction in funding due to one-time 2016 allocation for plan review upgrade minus maint. costs	(280,885)	(280,885)	
Reduction in funding due to one-time 2016 allocation for inspector mobile work capacity	(97,500)	(97,500)	
Reduction in funding due to one-time 2016 allocation for archiving future & historical documents	(90,000)	(90,000)	
Reduction in funding due to one-time 2016 allocation for 2015 code manuals	(30,000)	(30,000)	
Reduction in funding due to one-time 2016 allocation for scanners & software for permit writing staff	(10,000)	(10,000)	
Total	3,302,337	4,224,329	1.00

Budget Summary by Program

Program	Fund	2014 Actual	2015 Actual	2016 Adopted	2016 Revised	2017 Budget	% Chg '16 Rev.-'17	2017 FTEs
Building Administration	110	328,066	348,893	648,566	539,975	467,388	-13.44%	4.50
Building Inspection	110	490,439	496,635	620,549	620,549	587,938	-5.26%	6.00
Land Use	110	342,208	352,998	363,451	363,451	395,933	8.94%	3.71
MABCD - CoW Reim.	110	651,633	1,078,240	1,847,275	2,029,113	1,981,475	-2.35%	18.50
Reimbursement to CoW	110	-	-	-	-	3,605,054	0.00%	-
Total		1,812,347	2,276,766	3,479,841	3,553,088	7,037,788	98.08%	32.71

Personnel Summary By Fund

Position Titles	Fund	Grade	Budgeted Compensation Comparison			FTE Comparison		
			2016 Adopted	2016 Revised	2017 Budget	2016 Adopted	2016 Revised	2017 Budget
Metropolitan Area Bldg. and Const. Dept.	110	GRADE143	132,975	137,962	137,962	1.00	1.00	1.00
Assistant MABCD Director	110	GRADE136	68,877	70,840	70,840	1.00	1.00	1.00
IT Architect	110	GRADE136	85,850	88,623	88,623	1.00	1.00	1.00
Senior Application Manager	110	GRADE135	75,552	77,706	77,706	1.00	1.00	1.00
Senior Administrative Project Manager	110	GRADE133	59,608	61,306	61,306	1.00	1.00	1.00
Water Quality Specialist	110	GRADE133	67,414	69,335	69,335	1.00	1.00	1.00
Building Plan Examiner	110	GRADE130	162,051	115,917	115,917	3.00	2.00	2.00
Chief Electrical Inspector	110	GRADE130	-	61,573	61,573	-	1.00	1.00
Chief Plumbing Inspector	110	GRADE130	50,982	52,038	52,038	1.00	1.00	1.00
Codes and Flood Plain Technician	110	GRADE129	51,952	56,687	56,687	1.00	1.00	1.00
Combination Inspector	110	GRADE129	149,173	90,688	136,032	3.00	2.00	3.00
Domestic Well Specialist	110	GRADE129	63,659	65,473	65,473	1.00	1.00	1.00
Building Inspector IV	110	GRADE127	38,906	41,332	41,332	1.00	1.00	1.00
Senior Permit Technician	110	GRADE127	43,975	44,200	44,200	1.00	1.00	1.00
Building Inspector III	110	GRADE126	200,113	202,762	202,762	5.00	5.00	5.00
Administrative Technician	110	GRADE124	36,190	36,375	36,375	1.00	1.00	1.00
Building Inspector II	110	GRADE124	110,671	190,769	190,769	3.00	5.00	5.00
Environmental Inspector	110	GRADE123	26,005	27,548	27,548	0.71	0.71	0.71
Codes Specialist - Building	110	GRADE122	34,129	34,570	34,570	1.00	1.00	1.00
Codes Specialist - Trades	110	GRADE120	60,308	91,493	91,493	2.00	3.00	3.00
Subtotal					1,662,541			
Add:								
Budgeted Personnel Savings					-			
Compensation Adjustments					74,314			
Overtime/On Call/Holiday Pay					41,041			
Benefits					746,584			
Total Personnel Budget					2,524,479	29.71	31.71	32.71

• Building/Trade Permit & License Administration

Administrative staff issues all building and trade permits for the unincorporated areas of Sedgwick County, the City of Wichita, and all nine class 2 and class 3 municipalities within Sedgwick County via Memorandum of Understanding agreements. The County receives half of the permit fees for the class 2 and class 3 cities while providing all inspection services. Additionally, the building and trade permit and license administration staff license all individual contractors along with building and trade companies, and furnish zoning and subdivision information to citizens, realtors, appraisers, and contractors.

Fund(s): County General Fund 110

Expenditures	2014 Actual	2015 Actual	2016 Adopted	2016 Revised	2017 Budget	Amnt. Chg. '16 - '17	% Chg. '16 - '17
Personnel	311,777	315,072	329,500	329,500	338,021	8,521	2.6%
Contractual Services	9,187	14,175	198,086	89,495	26,167	(63,328)	-70.8%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	7,102	19,646	120,980	120,980	103,200	(17,780)	-14.7%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	328,066	348,893	648,566	539,975	467,388	(72,587)	-13.4%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	941,565	1,480,422	1,348,897	1,348,897	1,578,204	229,307	17.0%
All Other Revenue	1	-	1	1	-	(1)	-100.0%
Total Revenues	941,566	1,480,422	1,348,898	1,348,898	1,578,204	229,306	17.0%
Full-Time Equivalents (FTEs)	4.50	4.50	4.50	4.50	4.50	-	0.0%

• Building Inspection

The Building Inspection program inspects all residential and commercial construction projects in Wichita, unincorporated Sedgwick County, and nine other class 2 and class 3 municipalities within the County. Inspections consist of building, electrical, plumbing, and mechanical inspections during the construction phase of all building projects. Additionally, all commercial project plans are reviewed for code prior to construction by plan review staff within this work group and who also work directly with architects and developers.

Fund(s): County General Fund 110

Expenditures	2014 Actual	2015 Actual	2016 Adopted	2016 Revised	2017 Budget	Amnt. Chg. '16 - '17	% Chg. '16 - '17
Personnel	436,843	456,956	537,784	537,784	467,959	(69,825)	-13.0%
Contractual Services	48,475	37,065	45,065	45,065	68,879	23,814	52.8%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	5,122	2,614	37,700	37,700	51,100	13,400	35.5%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	490,439	496,635	620,549	620,549	587,938	(32,611)	-5.3%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	-	-	-	-	-	-	0.0%
All Other Revenue	-	-	-	-	-	-	0.0%
Total Revenues	-	-	-	-	-	-	0.0%
Full-Time Equivalents (FTEs)	7.00	6.00	7.00	6.00	6.00	-	0.0%

• Land Use

Land Use staff enforces the sanitary code and well water code for unincorporated areas of the County, which includes review of soil and groundwater information for permitting private wastewater disposal systems, subdivision reviews for private wastewater system approval, site plan reviews and permitting for proposed wells, subdivision reviews for water supply, complaints, and consultations. Staff performs Property Title Transfer Inspections of the onsite wastewater systems and water wells and checks adopted county floodplain regulations and FEMA issued maps to insure buildings are properly and safely planned. Staff enforces the Wichita & Sedgwick County Unified Zoning Code Regulations and the Sedgwick County Nuisance Codes Resolution. Zoning regulations include reviewing and monitoring conditional uses, home occupations, land use issues, and compliance. Nuisance Code enforcement includes responding to citizen complaints regarding inoperable vehicles, trash, tall grass, salvage material, and open and abandoned structures.

Fund(s): County General Fund 110

Expenditures	2014 Actual	2015 Actual	2016 Adopted	2016 Revised	2017 Budget	Amnt. Chg. '16 - '17	% Chg. '16 - '17
Personnel	301,888	315,613	319,680	319,680	332,468	12,788	4.0%
Contractual Services	39,030	36,837	42,096	42,096	42,790	694	1.6%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	1,290	548	1,675	1,675	20,675	19,000	1134.3%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	342,208	352,998	363,451	363,451	395,933	32,482	8.9%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	-	-	-	-	-	-	0.0%
All Other Revenue	-	-	-	-	-	-	0.0%
Total Revenues	-	-	-	-	-	-	0.0%
Full-Time Equivalents (FTEs)	3.71	3.71	3.71	3.71	3.71	-	0.0%

• MABCD - City of Wichita Reimbursement

This fund center was created in 2013 to accommodate the merger of the City of Wichita's Office of Central Inspection (OCI) and the Sedgwick County Code Enforcement Division. While the transition is under way, this program allows for the County to be reimbursed for costs it incurs through charges for service collected by the City of Wichita. As staff positions become vacant at the City of Wichita and migrate to the County staffing table, budget authority is added to this fund center from the County's Operating Reserve and the actual expenses are reimbursed from the City of Wichita. As appropriate, additional costs related to the merger, including software and software maintenance costs, will be paid from this fund center and reimbursed by the City of Wichita until the transition is complete and all revenues are received by Sedgwick County, the managing partner. As the merger is completed, this fund center will change in use.

Fund(s): County General Fund 110

Expenditures	2014 Actual	2015 Actual	2016 Adopted	2016 Revised	2017 Budget	Amnt. Chg. '16 - '17	% Chg. '16 - '17
Personnel	533,429	916,897	1,065,720	1,065,720	1,386,031	320,310	30.1%
Contractual Services	24,702	142,711	354,523	699,559	190,583	(508,976)	-72.8%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	93,503	18,631	263,834	263,834	286,501	22,667	8.6%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	163,198	-	20,100	20,100	0.0%
Interfund Transfers	-	-	-	-	98,260	98,260	0.0%
Total Expenditures	651,633	1,078,240	1,847,275	2,029,113	1,981,475	(47,639)	-2.3%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	365,321	1,005,201	1,847,275	1,847,275	-	(1,847,275)	-100.0%
Charges For Service	-	-	-	-	-	-	0.0%
All Other Revenue	-	-	-	-	-	-	0.0%
Total Revenues	365,321	1,005,201	1,847,275	1,847,275	-	(1,847,275)	-100.0%
Full-Time Equivalents (FTEs)	13.50	15.50	14.50	17.50	18.50	1.00	5.7%

• Reimbursement to City of Wichita

The merger of Sedgwick County’s Code Enforcement Division and Wichita’s Office of Code Inspection into the Metropolitan Area Building and Construction Division (MABCD) under County administrative oversight has combined Wichita employees and vehicles with County employees, vehicles, and equipment. All permit fees collected by MABCD are recorded as revenue of the County. This fund center is used to record quarterly payments made by the County to the City of Wichita to cover the City’s cost of MABCD personnel and vehicles. As Wichita MABCD workers leave City employment they are replaced by County employees, and ownership of the vehicles assigned to the former City employees is transferred to the County. Thus, over time the amount of money paid to the City of Wichita from this fund center will diminish, to be replaced by budget authority in one of the other MABCD fund centers.

Fund(s): County General Fund 110

Expenditures	2014 Actual	2015 Actual	2016 Adopted	2016 Revised	2017 Budget	Amnt. Chg. '16 - '17	% Chg. '16 - '17
Personnel	-	-	-	-	-	-	0.0%
Contractual Services	-	-	-	-	3,605,054	3,605,054	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	-	-	-	-	-	-	0.0%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	-	-	-	-	3,605,054	3,605,054	0.0%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	-	-	-	-	1,019,450	1,019,450	0.0%
All Other Revenue	-	-	-	-	5,125,566	5,125,566	0.0%
Total Revenues	-	-	-	-	6,145,016	6,145,016	0.0%
Full-Time Equivalents (FTEs)	-	-	-	-	-	-	0.0%