



DEVELOPMENT TASKFORCE

January 19, 2024

Happy
New Year
& Welcome!



GOOD OF

THE

ORDER

Parks & Recreation

Solid Waste

Engineering Services

CCW

Planning Department

Fire Department

Public Works

Gas

Welcome!

New Hires!

**Sarah Encina
Permit Technician II**

**Edward Giarrusso
Inspector II**

**George Chatman
Code Compliance Officer I**

**Grant Zander
Code Compliance Officer I**

**Heaven Rodriguez
Code Compliance Officer I**

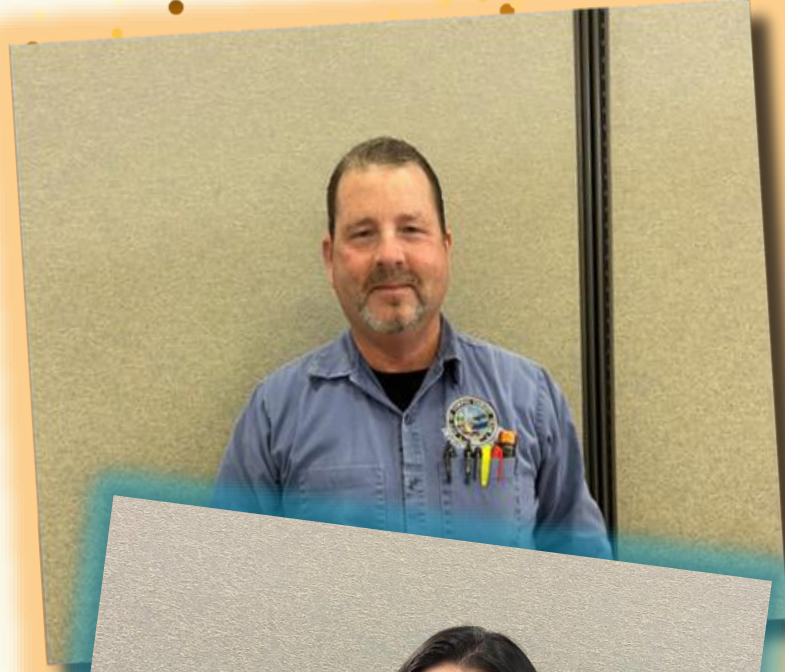
**Lisa Davis
Permit Technician II**

**Jacqueline Escalante Martinez
Code Compliance Officer I**

**Benjamin Lee
Code Compliance Officer I**

**Hillary Bueno
Administrative Support III**

EMPLOYEES OF THE QUARTER!



Brandon Rain's unselfishness and customer service should be modeled after. His willingness to help teammates is beneficial to the group and recently obtained his Electrical Plan Review Certification. Brandon is now focused on becoming a combination inspector which speaks volumes to his eagerness to grow and develop increasing his knowledge even further.



Jessica Martinez maintains the substandard building case process for Code Compliance, from property research, preparing and mailing all the notices to the multitude of owners and responsible parties. She exemplifies professionalism in assisting customers. Jessica keeps staff on task and on time to meet mandated deadlines. Jessica single handedly manages the Building Standards Board Hearing process from carrying out milestone steps, to creation and management of the Hearing agenda, to post notifications of the Board's Final Orders. In addition, she serves as the department's back-up Agenda Coordinator. Jessica's "can do" attitude and drive for work excellence elevate her as a respected and valued member of the team.



Laura Harris joined DSD 2nd Quarter of 2023, bringing with her decades of experience. Several coworkers, developers, and other area professionals already knew her from her work in nearby municipalities and were ecstatic to learn she had joined our team. Her friendly, professional, and careful handling of customers is the epitome of what we strive for, and her influence within our team has undeniably improved everyone's performance.

New Certifications!

Brandon Rains

- Electrical Plans Examiner Certification

Estella Padron

- Property Maintenance and Housing Inspector

Alex Hoehne-Gonzales

- Code Compliance II

Bill Wittliff

- Residential Plans Examiner

Mike Shelton

- ICC Code Specialist
- Housing and Zoning Code Specialist
- Permit Specialist
- Legal Aspects Module

Tirso Sison

- Code Inspector II

Blasa Rodriguez

- Residential Plans Examiner Certification

“

64% of DSD's Team Members Possess a License, ICC Certification & State Registrations!

”

LAND DEVELOPMENT

**Final Plats with Public
Improvement Plans**

**Future of Design
Memos**

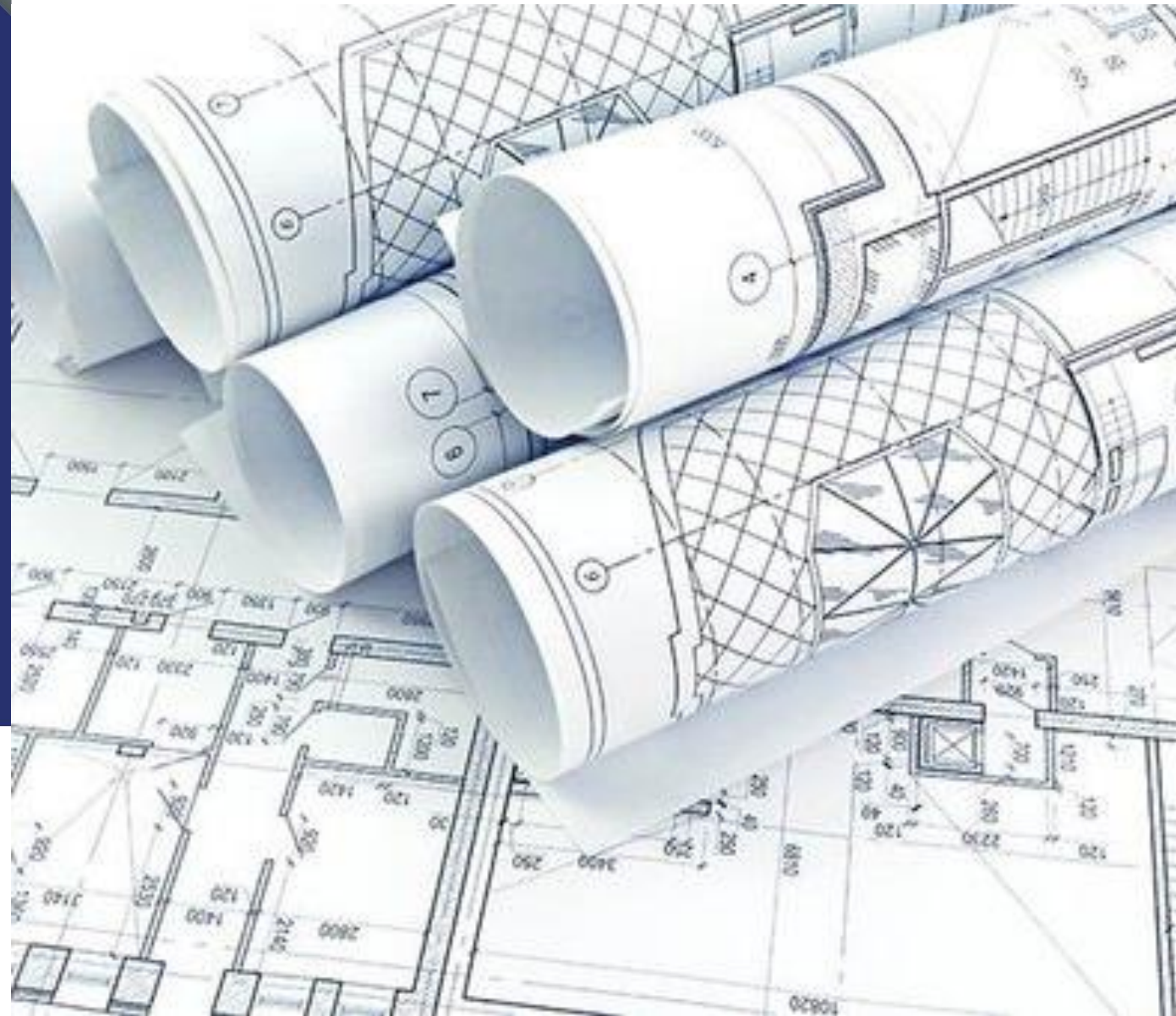
**Trust Fund Update & City
Participation Fund
Update**

**Historic Resource
Survey (District 2)**

**Future UDC
Amendments**

Addressing Policy

Public Improvements and Addressing



- **Preliminary Plats**
 - UDC 3.8.3.C
 - The preliminary plat is consistent with all City plans for Public Improvements.
 - Agreements/Reimbursements
- **Final Plats**
 - Pls prior to finals being declared complete
 - Shot Clock
- **Implementation**
- **Addressing**
 - Submitted by EOR/Developer.
 - Identified on utility plans as this will assist tap applications.
 - Addressing Standards will be made available on the website.

What's the HISTORIC PRESERVATION OFFICER (HPO) working on..?

RESIDENTS OF DEL MAR

Hello everyone! My name is Robert Kurtz. I am the new Historic Preservation Officer for the City of Corpus Christi. Over the next few months, I will be conducting a historic resource survey in your community.

You may see me in the area taking photographs of buildings and making notes about what the buildings look like. I will be wearing a reflective vest, have my City ID on me, and I will only be in the public right-of-way. **I will not enter private property.** I am planning on being in the neighborhood on Fridays, beginning in February, until I complete the survey.



If you see me in the area, please feel free to say hello! I would love to meet you. Please add to your social media outlets to spread the word.

***Robert Kurtz, Historic Preservation Officer
Land Development | Development Services***

City of Corpus Christi • 2406 Leopard Street
Corpus Christi, Texas 78401 • (361) 826-3112 Office
RobertK3@cctexas.com

Why do a survey?

Many subdivisions throughout Texas are surveyed to identify building styles and forms of a certain era. Del Mar is one of a few historically significant subdivisions in Corpus Christi representing early-to-mid twentieth-century architecture (pre through post WWII).

Will this list us on the National Register?

No. This survey is to record architectural features to be archived. Listing a district on the National Register is a lengthy process. However, if Del Mar decided on their own to become a historic district, I am here to help.

Will this raise my taxes?

This survey has nothing to do with property assessment. The data collected is purely for historical documentation. It should be stated that there are some possible tax breaks in becoming a historic district.



NEED HELP WITH
CITY SERVICES?
CALL 311 TO REACH OUR
CUSTOMER CALL CENTER



Development Services Mission Statement

"To administer the building and development codes and facilitate development of the City."

UDC Text Amendments



- **88th State Legislature**
 - **SB 929: Nonconformities**
 - **HB 3699: Plat Submittals**
- **Associated UDC Text Amendments**
 - **Public notice language**
 - **Submittal Checklist**
- **UDC Update**
 - **DSTAG Roster**
 - **Line-by-line Review**
 - **Camiros Recommendations**

Trust Fund Balances

**Available Combined Trust Funds
Balance as of 12.31.2023**

(Unaudited) was \$3,732,736.57

**Individual Trust Fund Balance
Break Down:**

Water Arterial Transmission & Grid Main Trust	Water Distribution Main Trust	Sanitary Sewer Trunk System Trust	Sanitary Sewer Collection Line Trust
-\$1,418,423.09	\$62,766.08	-\$2,066,238.60	-\$310,840.96

Amount includes:

- Queens Crossing - Water Arterial Transmission & Grid Main - \$285,914.93 - (Approved on 12/12/2023)

Pending Scheduled Agreements:

- London Ranch Estates - Water Distribution System - \$1,486,159.43
- King's Landing Unit 5 - Water Arterial Transmission & Grid Main - \$131,834.00
- Saratoga Ridge - Water Arterial Transmission & Grid Main - \$1,801,000.00
- Saratoga Ridge - Wastewater Trunk Line - \$6,539,000.00
- Kaspian Subdivision - Water Arterial Transmission & Grid Main - \$1,245,538.00
- Kaspian Subdivision - Wastewater Trunk System - \$6,331,283.00
- Haven Subdivision - Wastewater Trunk System - \$1,979,937.16
- Agape Ranch - Wastewater Collection Line - \$385,375.00
- Azali Estates Unit 3 - Water Grid Main - \$136,870.31
- Schanen Estates Unit 13 - Wastewater Collection Line - \$11,389.48

CODE COMPLIANCE MONTHLY REPORT

DECEMBER 2023



[Code Compliance Monthly Reports | City of Corpus Christi \(cctexas.com\)](#)



The following report illustrates the efforts of the **Code Compliance District Teams** to bring commercial and residential properties into compliance through education and building relationships with our citizens.

In December, Code Compliance initiated 1170 new cases and completed 2400 total inspections.

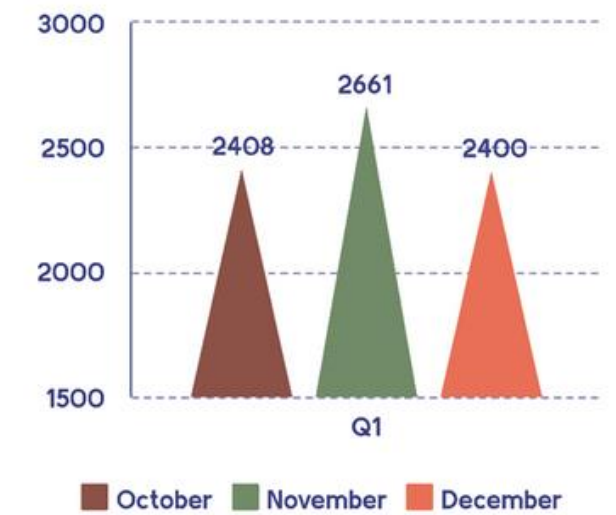
- 624 cases were proactively picked up by officers.
- 546 cases were reactive or complaint-driven, via the 311-call center.

Case Initiation Comparison:

Proactive vs Reactive



Inspection Count



District Community Events:

12/20/2023- The Code Compliance Division participated in "Shop with a Cop"

Please reach out to our Senior Compliance Officers with any code compliance questions or concerns. Their contact information is on each District report page.

Assistant Director, Tracey Cantu at TraceyC@cctexas.com / 361.826.3021 and Director, Al Raymond at Alraymond@cctexas.com / 361.826.3575 are also available to answer questions or concerns.

CODE COMPLIANCE MONTHLY REPORT

DECEMBER 2023

Development Services Department
Code Compliance Monthly Report

FY 23-24
Development Services Department
Code Compliance Monthly Report

FY 23-24
Development Services Department
Code Compliance Monthly Report

FY 23-24
Development Services Department
Code Compliance Monthly Report

FY 23-24
Development Services Department
Code Compliance Monthly Report

FY 23-24
DECEMBER

District 1
Senior/Lead Compliance Officer - **Mike Shelton Sr.**
361.945.0275 | mikesh@cctexas.com
Compliance Officers - Alex Gonzales, Sam Gomez, Ruben Hernandez, Tarcisius I

District 2
Senior/Lead Compliance Officer - **Thomas Chapa I**
361.5857186 | thomasc6@cctexas.com
Compliance Officers - Eddie Reyna, Javier Hernandez, Sherman Dixon, T

District 3
Senior/Lead Compliance Officer - **Grace Elledge**
361.945.0213 | gracee@cctexas.com
Compliance Officers - Steven Arredondo, Diana T. Garza

District 4
Senior/Lead Compliance Officer - **Estella Padron**
361.945.0197 | estellas@cctexas.com
Compliance Officers - Todd Shangraw, Jorge Ortiz, Hazel Prado

District 5
Senior/Lead Compliance Officer - **Michael Gutierrez**
361.945.0262 | mgutierrez@cctexas.com
Compliance Officers - Josue Gomez

Compliance Cases Initiated	221
Inspections Completed	762
Tall Grass / Weeds	528
Building Permits Required	2
Emergency Demolitions	4
Emergency Measures	0
Illegal Dumping	1
Illegal Signs	0
Junked Vehicles	52
Parking on Unimproved Surfaces	3
Property Maintenance Standards	76
Short-term Rentals	0
Substandard Buildings	27
Unsecured Vacant Buildings	38
Water Restrictions	0
Zoning	31
Notices of Violations Issued	194
Citations Issued	11

Compliance Cases Initiated	221
Inspections Completed	381
Tall Grass / Weeds	280
Building Permits Required	0
Emergency Demolitions	0
Emergency Measures	0
Illegal Dumping	0
Illegal Signs	25
Junked Vehicles	9
Parking on Unimproved Surfaces	5
Property Maintenance Standards	12
Short-term Rentals	0
Substandard Buildings	4
Unsecured Vacant Buildings	44
Water Restrictions	0
Zoning	2
Notices of Violations Issued	109
Citations Issued	29

Compliance Cases Initiated	314
Inspections Completed	595
Tall Grass / Weeds	325
Building Permits Required	0
Emergency Demolitions	0
Emergency Measures	4
Illegal Dumping	0
Illegal Signs	205
Junked Vehicles	14
Parking on Unimproved Surfaces	1
Property Maintenance Standards	13
Short-term Rentals	3
Substandard Buildings	5
Unsecured Vacant Buildings	23
Water Restrictions	0
Zoning	2
Notices of Violations Issued	107
Citations Issued	7

Compliance Cases Initiated	265
Inspections Completed	499
Tall Grass / Weeds	345
Building Permits Required	1
Emergency Demolitions	0
Emergency Measures	0
Illegal Signs	83
Junked Vehicles	20
Parking on Unimproved Surfaces	3
Property Maintenance Standards	13
Short-term Rentals	10
Substandard Buildings	0
Unsecured Vacant Buildings	10
Water Restrictions	1
Zoning	13
Notices of Violations Issued	108
Citations Issued	14
Next BSB Hearing - JANUARY 25, 2024	

Compliance Cases Initiated	149
Inspections Completed	163
Tall Grass / Weeds	128
Building Permits Required	0
Emergency Demolitions	0
Emergency Measures	0
Illegal Dumping	0
Illegal Signs	5
Junked Vehicles	7
Parking on Unimproved Surfaces	2
Property Maintenance Standards	13
Short-term Rentals	0
Substandard Buildings	0
Unsecured Vacant Buildings	6
Water Restrictions	0
Zoning	2
Notices of Violations Issued	74
Citations Issued	29

Next BSB Hearing - JANUARY 25, 2024	
Abatements Completed	10
Mowing & Debris Removal	3
Structures Secured (Board-ups)	2
Site Secured (Perimeter Fencing)	0
Illegal Signs Removed	5
Junked Vehicles Removed	0
Emergency Demolitions	0
Substandard Building Demolitions	0
Abatements Pending	4
Mowing & Debris Removal	2
Structures Secured (Board-ups)	2
Site Secured (Perimeter Fencing)	0
Junked Vehicles Removed	0
Emergency Demolitions	0
Substandard Building Demolitions	0

Status of High Profile Properties

4300 Leopard St. (La Siesta Motel) has been a problem property for several years with multiple code violations and criminal activity. In the past, code enforcement and the police department have completed numerous clean-up operations. On 12/21/23, an emergency demolition was executed to eliminate the vandalized building that has plagued the area near the property.



Before and after demolition

Status of High Profile Property

4410 Hamlin Drive - Occupied Property
Problem property with multiple code violations and frequent criminal activity. We worked with the property owner and gave multiple extensions, yet little effort from the owner to the property maintained. On 12/08/23, an abatement warrant was executed to remove a junked vehicle from the property. We will continue to monitor monthly to ensure property remains compliant.



4410 Hamlin removal of junk vehicle

Status of High Profile Properties

- Pets Mart @ 5214 Blanche Moore Drive** was inspected on 12/15/2023, to find the property in compliance. Inspections will be conducted monthly to ensure the property remains in compliance.
- 4701 Rogerson Dr.** was inspected with CCPD Officers due to criminal activity with excessive animal waste and several unsecured openings. On 12/22/23 an emergency measures were executed to board up the house. We will continue to monitor weekly to ensure property remains compliant.



before and after Emergency Measures

Status of High Profile Properties

- 15621 Finistere St.** Illegal Short-term Rental continues operating on the Island in an RS-6 Single-family Residential Zoning District. To date, 26 citations have been issued for STR violations.
- 13938 Longboat Dr.** Illegal Short-term Rental operating on the Island in an RS-6 Single-family Residential Zoning District. To date, 6 citations have been issued for STR violations.
- 13950 Blackbeard Dr.** New case restarted for Illegal Short-term Rental operating on the Island in an RS-6 Single-family Residential Zoning District. To date, 6 citations have been issued for STR violations.
- 802 Oriole St.** A case was created for an accessory structure placed in the front setback. As of 12/19/2023, property remains in violation. 6 citations have been issued for non-compliance.



802 Oriole St. in violation for accessory structure in the front set-back.

Status of High Profile Property

Code compliance conducts weekly inspections of the Kingsley Properties (old Kings Crossing Golf Course) to monitor for any violations, to include with City Ordinance Section 23-70 Tall Weeds, requiring the properties to be mowed in their entirety. On December 19, 2023, five properties were inspected, and 5926 Oso Pkwy was found in violation of City Ordinance Section 23-70 Tall Weeds: lot-weeds over 12. One citation was issued to each responsible party - Kingsley Properties GP LLC, Kingsley Properties LP, and the corporation's president, for a total of three citations. Following four properties were found in compliance: 6002 Oso Pkwy, 6201 Oso Pkwy, 6302 Oso Pkwy, and 6314 Oso Pkwy. Oso Pkwy was found in compliance. In addition, code compliance observed a work crew actively mowing, trimming trees, and clearing at 6201 Oso Pkwy.

Citations issued to date:
Citations have been issued to Kingsley Properties GP LLC, Kingsley Properties LP, and the corporation's president, since May 2023.

Operational Adjustments

- Code Compliance Division began working the first (1st) Saturday of each month (Saturday Sweep Report).
- Municipal Court Data added to Monthly Report.





Code Compliance executed an Emergency Demolition of five buildings that comprised the long-term blighted La Siesta Motel at 4300 Leopard Street.

For December, Code Compliance participated in 5 community outreach events, to include the Coastal Bend Contracting Summit, District 1 & District 4 Community Input Sessions, and assisted with the Shop with a Cop holiday events.



CONGRATULATIONS!



We are thrilled to announce two significant employees--Diana Garza (Left) 43 years and Tracey Cantu (Right) 20 years have both reached a significant milestone in their career with us! After years of dedication and hard work, we would like to take a moment to celebrate this special occasion and recognize the incredible contributions these employees have made to our organization. Their unwavering commitment to excellence and their tireless efforts have not gone unnoticed, and we are truly grateful for all that they have done. Please join us in congratulating these exceptional employees on their well-deserved work anniversary!

BUILDING DIVISION

Training Schedule

**Sunsetting Inboxes
effective June 1, 2024**

Training Schedule

The 1st Quarter of 2024 Development Services will be focusing on internal process training and will not have any public training available until April. We will forward the training schedule once available.

Director's Report

Master Planning & Impact Fee/ Capital Improvements
Advisory Committee (CIAC) Meeting Schedule

Performance & Metrics- December 2023

Vacancy Rate- December 2023

Comments, Questions, Suggestions

Master Planning & Impact Fee Study

Meeting Schedule

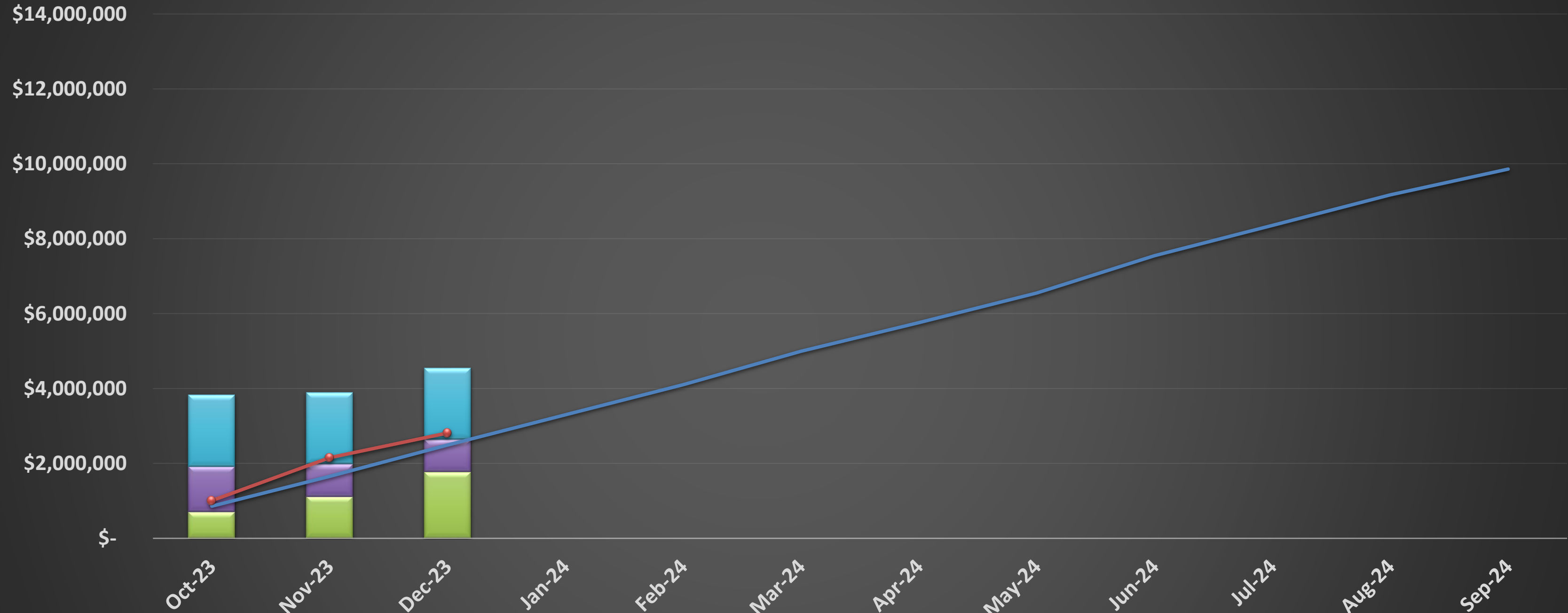
The document is titled 'Master Planning & Impact Fee Study – Meeting Schedule' and features a yellow header with the City of Corpus Christi logo and the slogan 'DEVELOPING OUR FUTURE CORPUS CHRISTI'. The meeting schedule is as follows:

- **Jan 18, 2024** / CIAC Meeting - Wastewater Impact Fee Review
City Hall (6th Floor Conference Room) - (11:30am - 3:30pm)
- **Jan 18, 2024** / City Council Public Hearing - Land Use, Master Plans & CIP's (6pm-8pm)
RTA Building (602 N. Staples St.)
- **Jan 23, 2024** / City Council Public Hearing - Land Use, Master Plans & CIP's (1st Rdg)
RTA Building (602 N. Staples St.)
- **Jan 30, 2024** / City Council Public Hearing - Land Use, Master Plans & CIP's (2nd Rdg)
RTA Building (602 N. Staples St.)
- **Feb 15, 2024** / CIAC Meeting - Water Impact Fee Review
City Hall (6th Floor Conference Room) - (11:30am - 3:30pm)
- **Mar 21, 2024** / CIAC Meeting - Impact Fee Review & Recommendations for Council
City Hall (6th Floor Conference Room) - (11:30am - 3:30pm)
- **TENTATIVE** / Community Meetings in each Council District - Impact Fees Review (6pm-7pm)
April - May 2024
- **Apr 11, 2024** / Workshop Briefing - City Council & Planning Commission - Impact Fees Review
Tentative (12pm - 4pm) / Location - TBD
- **May 09, 2024** / Workshop Briefing - City Council & Planning Commission - Impact Fees Review
Tentative (12pm - 4pm) / Location - TBD
- **Apr 23, 2024** / City Council Action for Notice to Set Public Hearing - Impact Fees
RTA Building (602 N. Staples St.)
- **May 15, 2024** / Planning Commission Public Hearing
City Hall (Council Chambers)
- **June 05, 2024** / City Council Public Hearing - Impact Fees (6pm-8pm)
City Hall (Council Chambers)
- **June 11, 2024** / City Council Public Hearing - Impact Fees (1st Rdg)
City Hall (Council Chambers)
- **June 18, 2024** / City Council Public Hearing - Impact Fees (2nd Rdg)
City Hall (Council Chambers)

FOR MORE INFORMATION PLEASE VISIT:

[Corpus Christi: Developing Our Future \(developing-our-future-cc.com\)](http://developing-our-future-cc.com)

Development Services Budget Vs. Actual Analysis (As Of December 30, 2023)



	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24
Transfer to CIP - Building	\$1,915,193	\$1,915,193	\$1,915,193									
Outstanding PO's	\$1,211,050	\$866,388	\$866,666									
Actual Expenses	\$702,599	\$1,111,721	\$1,767,660									
Planned Revenue	\$858,038	\$1,652,859	\$2,490,502	\$3,298,557	\$4,101,367	\$4,994,169	\$5,757,109	\$6,548,508	\$7,548,328	\$8,354,119	\$9,169,107	\$9,856,856
Actual Revenue	\$1,006,188	\$2,154,388	\$2,812,676									

DSD Vacancy Rate

Vacancy Report

Division	Quarter 1 Vacancy Rate
Land Development	7.14%
Administration	27.27%
Inspection Operations	25.86%
Code Enforcement	21.42%
Totals:	20.42%

DSD Metrics

December 2023 Performance Metrics

- 689 Lobby Customers
- 2,741 Call Volume
 - 3.50 Average Wait Time

Permits / Licenses	Zoning/Historic	Plan Review	Platting / Public Impvmnts	Code Compliance
4.30	5.42	4.75	1.43	2.85

- 1088 Permits Issued
 - **13.8%** Next Day Inspections (*Goal = 85%*) * **Infor Issue**
 - 2 Residential Average Review Time (*Goal = 3 Days*)
 - 3 Commercial Average Review Time (*Goal = 10 Days*)

- 4 Zoning Applications Submitted
 - 0 Applications taken to Planning Commission
 - 3 Applications taken to City Council
 - 69 Average days to City Council (*Goal = Less than 76 days*)

- 10 Platting Applications Submitted
 - 10 Plats taken to Technical Review Committee (TRC)
 - 7 Plats taken to Planning Commission
 - 27 Average days to Planning Commission (*Goal = Less than 45 days*)

- 6 Public Improvement Plans (PIP) Submitted
 - 6 Public Improvement Plans Reviewed
 - 8 Average Review Time (*Goal = 15 Days*)*

Comments, Questions, Suggestions

Next Development Task Force Meeting
February 16, 2024