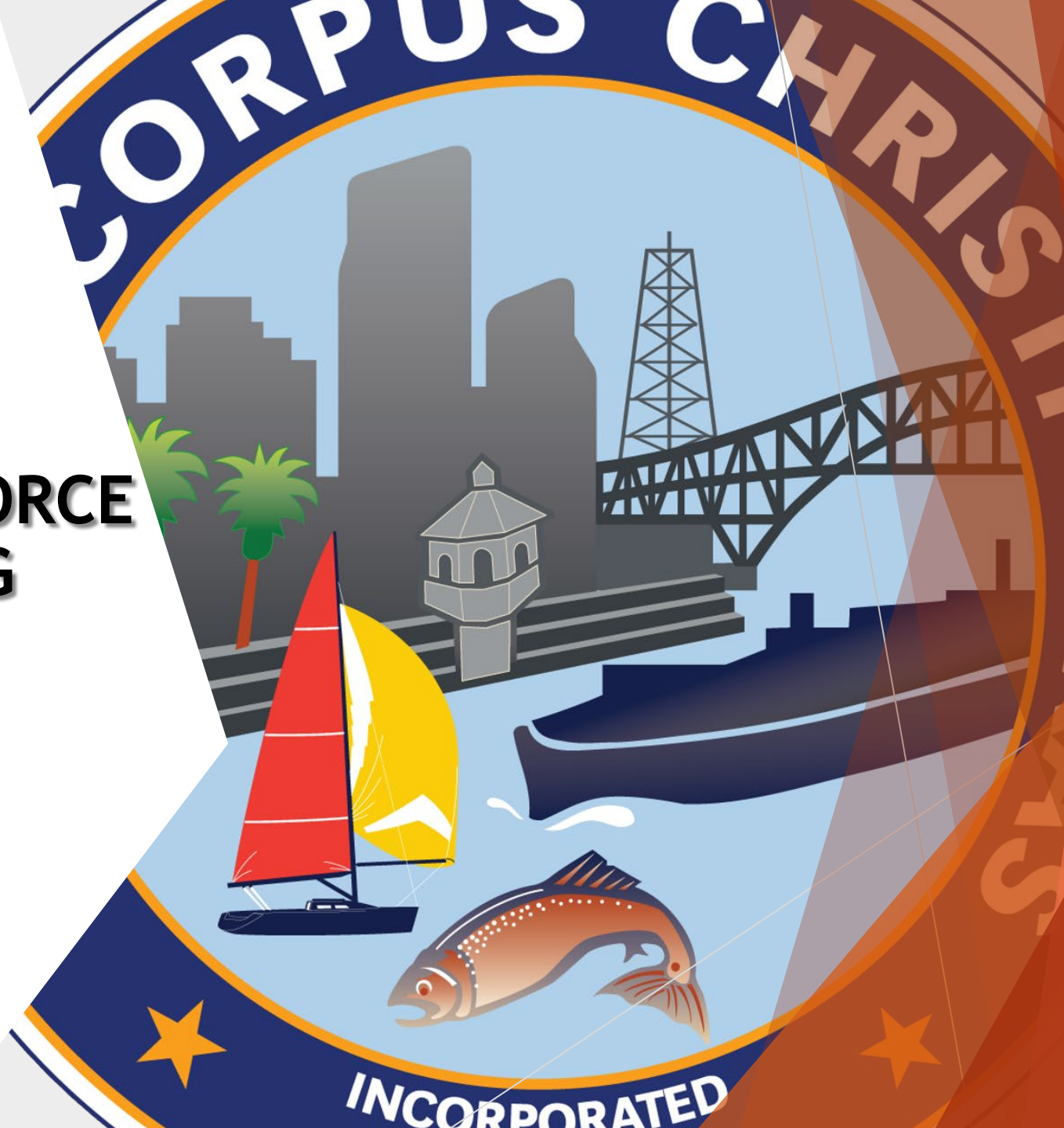


**DEVELOPMENT TASKFORCE
MONTHLY MEETING
JULY 21, 2023**



GOOD OF THE ORDER:

FIRE DEPARTMENT

Mark D. Lewis - Fire Captain

➤ Enforcement of Adopted 2021 IFC Code

Parks & Recreation

Engineering Services

Solid Waste

Planning Dept.

CCW

Public Works



Corpus Christi Fire Department

**Enforcement of Adopted
2021 IFC Code for the
Minimum Clearance of
20 ft. for Fire Access Lanes.**





IFC 2015 and 2021: 503.2.1 Dimensions. Fire apparatus access roads shall have an unobstructed width of not less than 20 feet, exclusive of shoulders and an unobstructed vertical clearance of not less than 13 feet 6 inches.

Commentary: The dimensions in this section are established to give fire apparatus continuous and unobstructed access to buildings and facilities. This section requires that the unobstructed width of a fire apparatus access road must not be less than 20 feet (6096 mm). The intent of the minimum 20-foot width is to provide space for fire apparatus to pass one another during fire-ground operations. The need to pass may occur when engines are parked for hydrant hook-up, laying hose or when trucks are performing aerial ladder operations. When an engine company is connected to a fire hydrant parallel to the curb using a front suction connection and using a side discharge port on the pump, the horizontal distance that is needed to make a no-kink bend in the discharge fire hose can be considerable, especially when a large-diameter hose (LDH) is being used. The roadway width needed to accommodate such a common operational scenario would be the width of the apparatus plus the no-kink bending radius of the discharge hose, leaving minimal roadway width for other apparatus to squeeze by, if needed. Including adjacent road shoulders in the 20-foot (6096 mm) width measurement could yield substandard and inadequate driving surfaces for apparatus and, as such, shoulders are not to be included in the minimum width.



Corpus Christi
Fire Department





We need your help in deciding what measures to take...



**Corpus Christi
Fire Department**

THANK YOU...!!!

New Hires

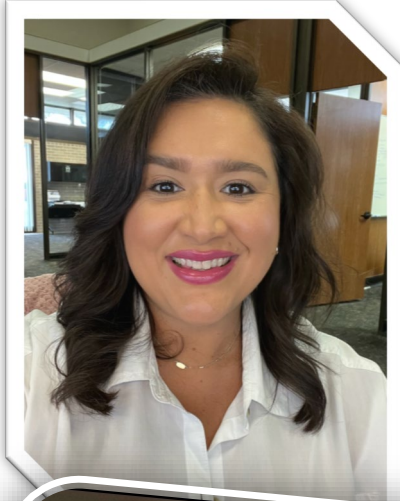


Todd Shangraw
Code Compliance Officer



Elaine Dickson
Records Management Assistant

Welcome
to our **Team!**



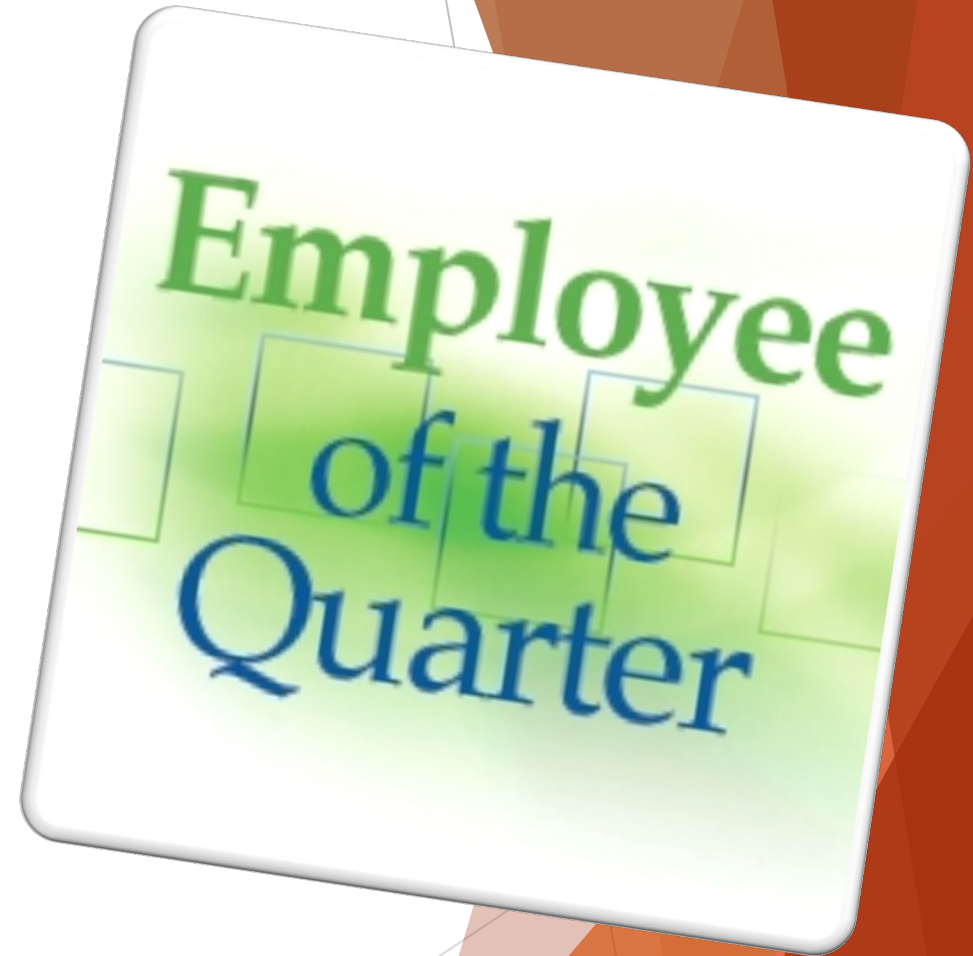
Gina Trotter
Administrative Support III



Margaret Davila
Sr. Customer Service Representative



Grace Elledge
Interim Sr. Code Compliance Officer

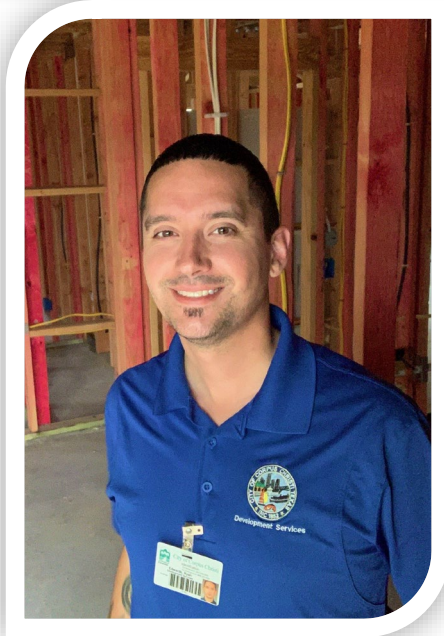


Thank you for all you do...!!!

Congratulations



Lauren Lerma
Senior Permit Technician



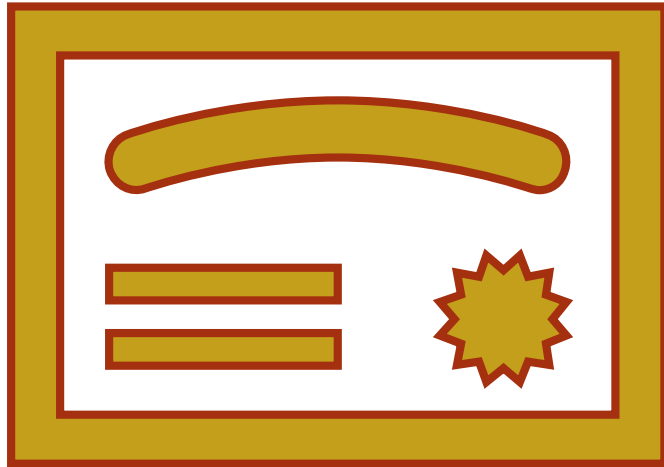
Ryan Edwards
Senior Building Inspector



Bertha Guerrero
Senior Permit Technician

PROMOTIONS

New Certifications & Opportunities



Lauren Lerma

▶ *Permit Technician*

Matthew Barrera

▶ *Zoning Inspector*

Bryan Salazar

▶ *Residential Electrical Inspector*

Kenny Cloutier

▶ *Backflow Prevention (BPAT)*

Mike Shelton

▶ *Zoning*

▶ *International Property Maintenance Code*

Elena Buentello

▶ *Selected for the APATX Leadership Academy*

LAND DEVELOPMENT

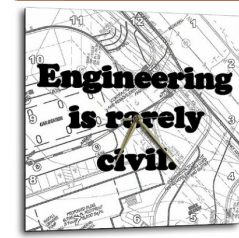
UDC Updates
Pause

Storm Water
Discussion
Continued

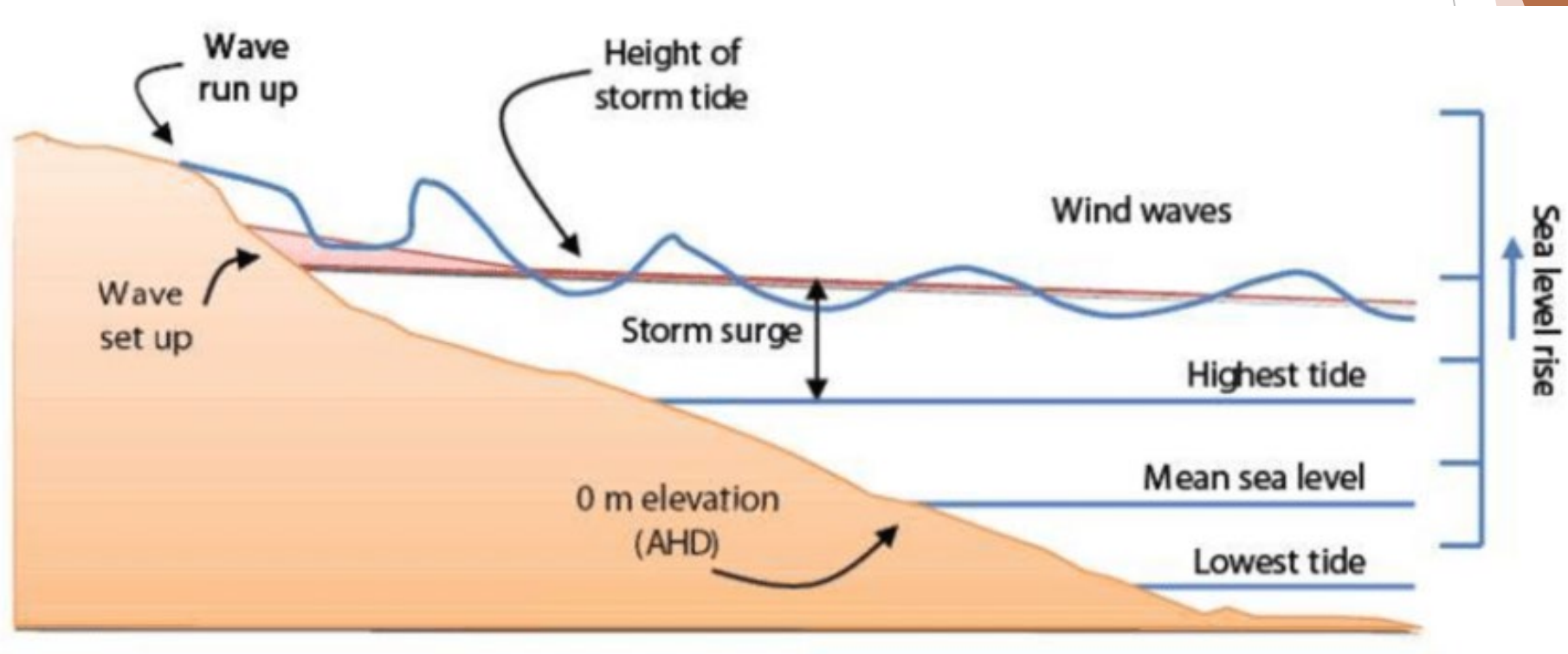
Trust Fund Update &
City Participation
Fund Update



Engineering Time

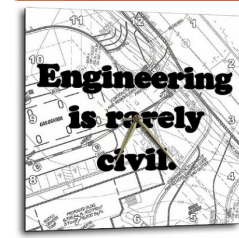


Tailwaters, Tidal Surge, and Storm Water Design

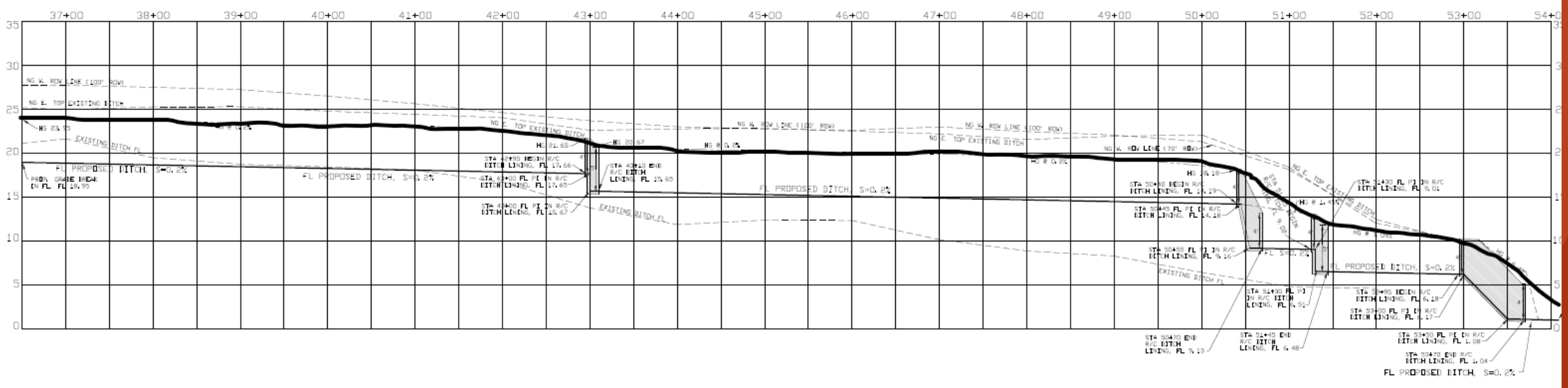




Engineering Time



Tailwaters, Tidal Surge, and Storm Water Design



TRUST FUND BALANCE

Available Combined Trust Funds
Balance as of 06.29.2023
(Unaudited) was \$808,539.84

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
\$323,942.79	\$40,944.27	\$374,143.49	\$69,509.29

Approved:

- Caroline's Heights (Reimbursement Amendment)- Water Arterial/Grid Main - \$79,923
- Westwood Heights Unit 4 (Reimbursement)- Water Distribution Main - \$36,731.71

Pending:

- Oso Ranch Unit 1 (Reimbursement) - Wastewater Trunk System - \$1,382,148.68
- Oso Creek Corner (Reimbursement) - Wastewater Trunk System - \$433,882.50
- Oso Creek Corner (Reimbursement) - Wastewater Collection System - \$586,325.63
- Oso Creek Corner (Reimbursement) - Water Distribution System - \$1,209,985.44

CITY PARTICIPATION

Available Balance Participation Funds as of 04/30/2023

- Bond 18 - \$1,324,078.11
- *Note: There were no City Participation Funds allocated in the 2020 Bond initiative*
- *Note: There are no City Participation Funds proposed for the 2022 Bond Initiative*

City Participation Activity FY 2022-2023:

Approved:

Kings Landing Unit 2 - Street Participation - \$192,253.75 - Approved 12.20.2022



BUILDING DIVISION



New INFOR Update



Code Training Schedule



**2021 International Codes
Start August 1st, 2023**

2021 Code Trainings

- ✓ June 20th Plumbing/Mechanical (2) CCW, 2726 Holly Rd. Choke Canyon Conference Room, 10am-Noon
- ✓ June 22nd Electrical (2) CCW, 2726 Holly Rd. Choke Canyon Conference Room, 10am-Noon
- ✓ June 27th Pools (2) CCW, 2726 Holly Rd. Choke Canyon Conference Room, 10am-Noon
- ✓ June 29th Commercial Building (2) CCW, 2726 Holly Rd. Choke Canyon Conference Room, 10am-Noon
- ✓ July 6th Residential Building (2) CCW, 2726 Holly Rd. Choke Canyon Conference Room, 10am-Noon

- ✓ July 11th Plumbing/Mechanical (3) Janet F. Harte Public Library 2pm-4pm
- ✓ July 13th Electrical (3) Janet F. Harte Public Library 2pm-4pm
- ✓ July 18th Pools (3) Janet F. Harte Public Library 2pm-4pm
- ✓ July 20th Commercial Building (3) Janet F. Harte Public Library 2pm-4pm
- July 25th Residential Building (3) Janet F. Harte Public Library 2pm-4pm
- July 27th Hold for potential all-day recap

2021 ICC CODES

- Subcommittees created to review:
 - Building
 - Existing Building
 - Residential
 - Fire
 - Mechanical
 - Plumbing
 - Fuel Gas
 - Swimming Pool and Spa
- 2020 National Electrical Code



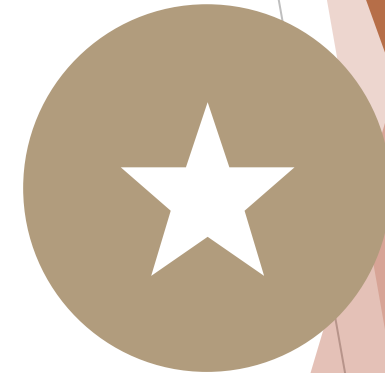
CODE COMPLIANCE DIVISION



**NEW FOCUS - ACHIEVING
COMPLIANCE**



**HIGHLIGHT SERVICE
AREAS BROUGHT INTO
COMPLIANCE**



**PERFORMANCE &
METRICS – JUNE 2023**

ACHIEVING COMPLIANCE



**Focus on the Bigger
Picture**



**Connect with Property
Owners**



**Improve the Customer
Experience**

Service Areas Brought Into Compliance

- **4551 SPID - Pueblo Park Mall...** Vacant Building inspected violations of tall weeds, litter & solid waste, and unkept sidewalk, curb & gutter
- keep the premises clean and clear of trash and debris.
 - Compliance officers made contact with the property management to educate them about their property maintenance responsibilities
 - Correction Notice mailed - property is in compliance
- **4717 SPID - Best Buy...** Compliance officers educated store management about their responsibility to keep the premises clean and clear of trash and debris.
 - Correction Notice mailed - property is in compliance
- **5001 SPID - Academy...** Compliance officers educated store management about their responsibility to keep the premises clean and clear of trash and debris. They were also advised that signs in the ROW are prohibited.
 - Correction Notice mailed - property is in compliance

Director's Report

- (CIAC) Capital Improvements Advisory Committee Meeting Schedule
- 10% Fee Increase
- Process Improvements
- Performance & Metrics - June 2023
- Vacancy Rate - June 2023
- Questions, Comments, & Suggestions

MASTER PLANNING & IMPACT FEE STUDY

Meeting Schedule Update

- ✓ July 20, 2023 Master Plans Review Meeting
- Aug 17, 2023 Impact Fee Review Meeting - *Roadways* with Council Recommendations
- **Aug 23, 2023 Planning Commission Public Hearing Land Use and Master Plan CIP Projects**
- **Sept 12, 2023 City Council Public Hearing - Land Use and Master Plan CIP (First Reading)**
- **Sept 19, 2023 City Council Public Hearing - Land Use and Master Plan CIP (Second Reading)**
- Sept 21, 2023 Impact Fee Review Meeting - *Stormwater* with Council Recommendations
- Oct 19, 2023 Impact Fee Review Meeting - *Wastewater* with Council Recommendations
- Nov 09, 2023 Impact Fee Review Meeting - *Water* with Council Recommendations
- **Nov 29, 2023 Planning Commission Public Hearing Proposed Impact Fees**
- **Dec 12, 2023 City Council Public Hearing for Proposed Impact Fees (First Reading)**
- **Dec 18, 2023 City Council Public Hearing for Proposed Impact Fees (Second Reading)**

*Beginning in August, CIAC Meetings will be held @
Corpus Christi Museum of Science & History (Water Garden Room)



FY 23/24 - 10% Fee Increase

What Does The Increase Do:

- INFOR Upgrade (Continued Phase Rollout & Improved Customer Experience)
- Purchase INFOR Licenses for Outside Agencies (Improve Customer Experience)
- Recruit, Retain, & Develop Staff
- Update Q-Less Software
- Procurement of “Industry-Best-Practice” Devices & Equipment
- Building Renovation Project

All Fees To Be Adjusted Including:

- Residential & Commercial Permits
- Trade Permits
- Plats, Zoning, Public Improvement Fees
- Trust Fund Lot & Acreage Fees

Ordinance 032546 passed in 2021, adjusted Development Services fees over a four (4) year period (10% Fee Increase each year). FY 23/24 would be year three (3) of this Ordinance.

Process Improvements

Designate a Department Ombudswoman: Yvette Dodd-Wallace

- This individual will be responsible for assisting customers with their challenges
- DSD will post this individual on all social media outlets, as the go-to-person
- DSD would ask the 5th Floor ELT direct complaints to this individual

Designate a Department Community Relations Coordinator: Joann Salinas

- This individual will manage the Department “messaging”
- Establish a more robust social media presence (updated weekly)
- Update the Department’s Website (monthly)
- Commit to our Bi-Monthly Newsletter
- Host Town Hall Meetings and/or Community Outreach Events (quarterly)
- Create a bi-weekly “Did You Know” campaigns utilizing our most frequently received questions to better educate the residents and businesses.
- Post community engagement activities and tag hosting partners (AIA, CBHBA, AGC, etc.)

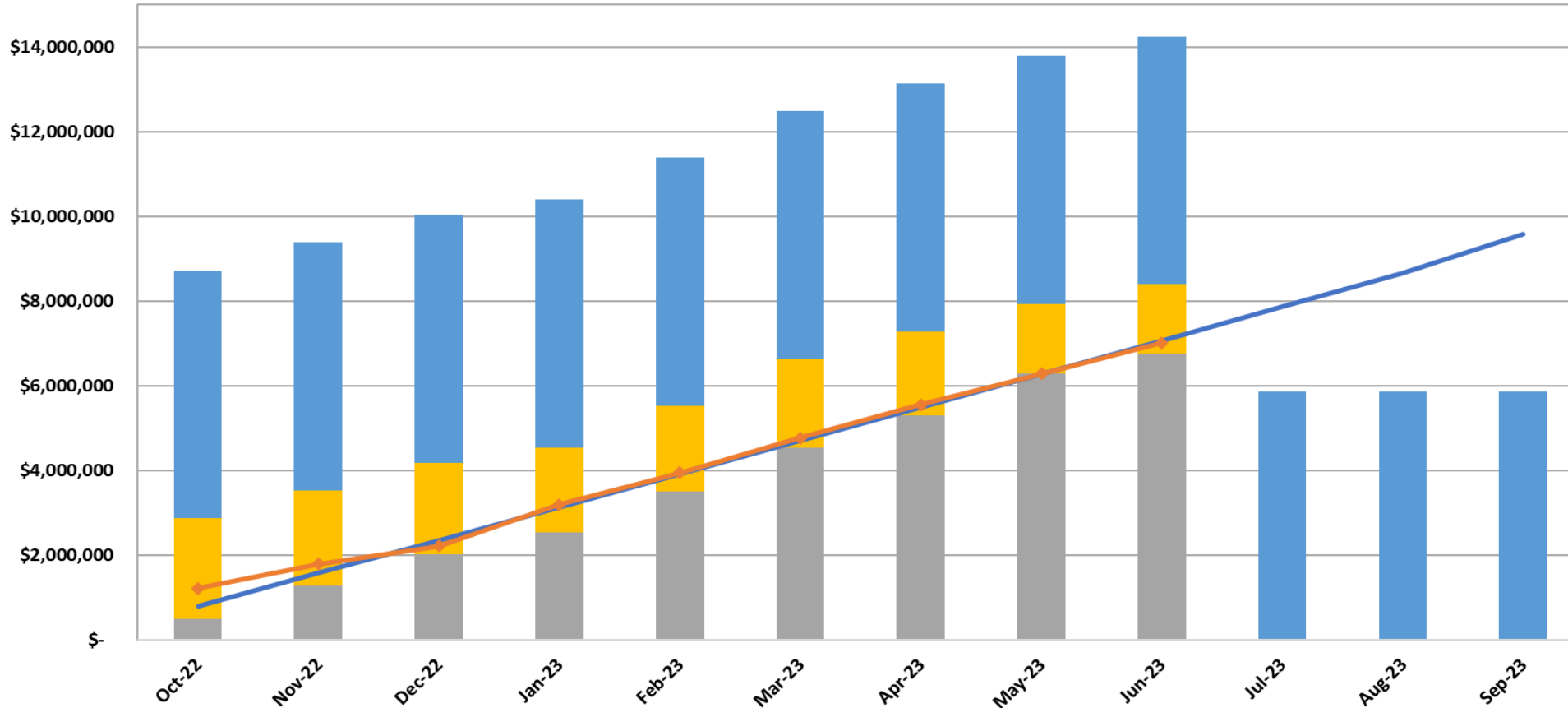
Development Coordination (Hybrid One-Stop):

- It would be beneficial to co-locate individuals from other City Departments to 2406 Leopard, create a hybrid operation that improves the customer’s access, to outside departments, and improve their responsiveness
- Co-locate Public Works Staff - (Traffic Engineering and Stormwater)
- Co-locate CCW Staff - (Water and Wastewater)
- Co-locate Engineering Services Staff - (Public Improvement Construction Inspections)

JUNE 2023 Performance Metrics

- 1,199 Lobby Customers
- 4,792 Call Volume
- 1,327 Permits Issued
 - 87% Next Day Inspections (*Goal = 85%*)
 - 2 Residential Average Review Time (*Goal = 3 Days*)
 - 5 Commercial Average Review Time (*Goal = 10 Days*)
- 8 Zoning Applications Submitted
 - 6 Applications taken to Planning Commission
 - 3 Applications taken to City Council
 - 111 Average days to City Council (*Goal = Less than 90 days*)
- 10 Platting Applications Submitted
 - 9 Plats taken to Technical Review Committee (TRC)
 - 5 Plats taken to Planning Commission
 - 41 Average days to Planning Commission (*Goal = Less than 45 days*)
- 3 Public Improvement Plans (PIP) Submitted
 - 5 Public Improvement Plans Reviewed
 - 14 Average Review Time (*Goal = 15 Days*)

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



	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23
Transfer to CIP - Building	\$5,854,807	\$5,854,807	\$5,854,807	\$5,854,807	\$5,854,807	\$5,854,807	\$5,854,807	\$5,854,807	\$5,854,807	\$5,854,807	\$5,854,807	\$5,854,807
Outstanding PO's	\$2,378,933	\$2,250,000	\$2,160,401	\$1,997,600	\$2,017,345	\$2,097,140	\$1,984,340	\$1,661,646	\$1,648,441			
Actual Expenses	\$484,184	\$1,275,371	\$2,016,778	\$2,534,298	\$3,507,191	\$4,531,268	\$5,288,786	\$6,272,891	\$6,744,396			
Planned Revenue	\$780,016	\$1,570,843	\$2,351,569	\$3,137,635	\$3,920,266	\$4,703,934	\$5,489,187	\$6,272,429	\$7,058,438	\$7,875,558	\$8,661,782	\$9,581,948
Actual Revenue	\$1,210,396	\$1,781,556	\$2,211,709	\$3,193,133	\$3,941,536	\$4,764,299	\$5,546,336	\$6,280,169	\$7,004,547			

■ Actual Expenses
 ■ Outstanding PO's
 ■ Transfer to CIP - Building
 — Planned Revenue
 — Actual Revenue

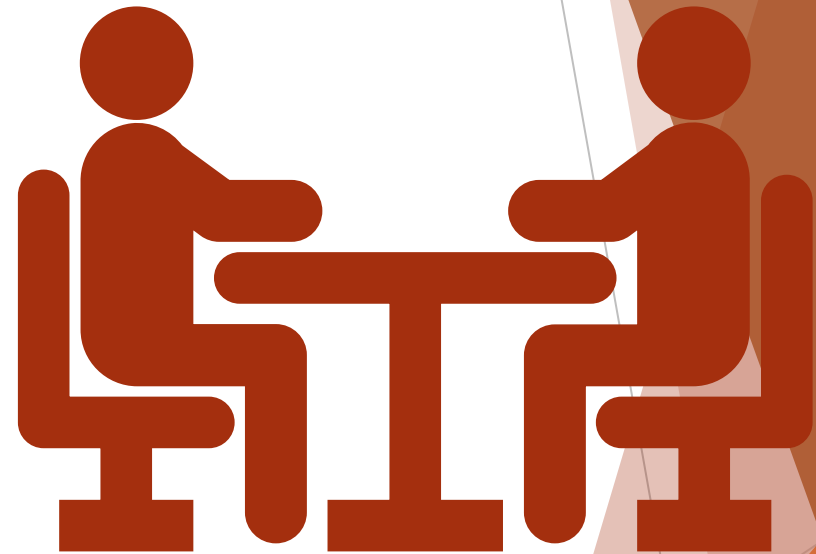
DSD
FINANCIALS

DSD VACANCY REPORT

Vacancy Report			
Division	Quarter 1 Vacancy Rate	Quarter 2 Vacancy Rate	Quarter 3 Vacancy Rate
Land Development	26.67%	26.67%	26.67%
Administration	12.50%	36.36%	27.27%
Inspection Operations	6.67%	25.45%	25.86%
Totals:	11.76%	28.40%	26.19%

* Functional Vacancy Rate is 11.43%

**QUESTIONS, COMMENTS,
SUGGESTIONS...**



Next Development Task Force Meeting
August 18, 2023