

Development Taskforce
Monthly Meeting
January 20, 2023



Public Works

Ernesto De La Garza - Director of Public Works

- Implementation of New ROW Management Fees (Effective Feb. 1, 2023)



New Hires

Agenda Coordinator
Ruth Bocchino



Permit Technician
Yvonne Scott



Inspections/Plan Review

- Steven Karg
- William (Bill) Wittliff
- Roger Rojas
- Mike Guerrero
- Oscar Landa
- Blasa Rodriguez

➤ DSD has 57% of Team Members that possess ICC Certification, State Licensure and/or National Registration. DSD's Fiscal Year FY21/22 Goal was 50%...!!!



Employees of the Quarter



William (Bill) Wittliff
Mechanical/Plumbing Inspector

- Bill has been a part of Development Services a little over 4 years and has not only met his base certification requirements but has surpassed them altogether. Bill is very knowledgeable in his area of work and has shown commitment to elevate his team, as his team has met all base requirements as well. Bill continues to encourage his team to exceed what is expected, which demonstrates great leadership skills. Bill regularly assists other Supervisors in whichever way he can help. Bill also contributes with in house training, not only to staff members, but to the public as well. His progress and development has proven to be on display when he is out in the field (as needed), due to the appreciation customers have expressed on Bill's behalf. We are pleased to observe Bill's growth, development, and improvement with DSD.



David Diaz
Engineering Associate

- David has over ten years of experience in engineering and construction but has only been with Development Services for about six months. In this short time, he has facilitated stronger communication and coordination between Land Development and Building Division, regularly shares with other new staff tips and tricks in Infor that he has come across, and independently schedules and consults with applicants with questions on their projects. David is a self-starter, looking for ways to improve the process and setup for individual and team success. He increases team morale by maintaining a friendly and professional presence. Last month, David enrolled in a prep course and is actively studying for his Engineer In Training exam, a major step towards obtaining a Professional Engineer license. We are thrilled to see David continue to grow with DSD.



Land Development

UDC Outreach
Campaign

Trust Fund Update
& City
Participation Fund
Update

Unified Development Code (UDC) Update

- The UDC update consists of edits to Articles 4, 5, and portions of 6 and 7.
- Public outreach consisted of meetings in multiple Council Districts in Dec '22.
- The December Planning Commission briefing was broadcasted on social media and open to public comments.
- The public comment period still open.
- Article 8 is the next portion and will be presented to DSTAG.
- Link: www.cctxudcupdate.com



Corpus Christi
Unified Development Code Update

camiros
better planning. better places.

Trust Fund Balance

- **Available Combined Trust Funds Balance as of 12.31.2022 (Unaudited) was **(\$631,710.64)****
- **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
(\$502,087.52)	\$5,277.20	(\$140,843.55)	\$5,943.23

Approved:

- Caroline's Heights Unit 1 - Water Arterial/Grid Main - \$471,448.10 Approved 12/20/22 City Council

Pending:

- Westwood Heights Unit 4C - Water Arterial/Grid Main and Wastewater Collection - \$113,011.21
- Pozo-Flores-Cruz (OCL) - Water Arterial/Grid Main - \$1,267,032.80 Pending Annexation/Zoning
- Charlotte Estates (OCL) - Water Arterial/Grid Main - \$1,467,000.00 EST. Pending Annexation
- Oso Ranch Unit 1 - Wastewater Collection Line - \$1,732,203.82 EST. Pending Approved PIP's

City Participation

Available Balance Participation Funds as of 11/14/22

- 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 Department

Infor Update
& Naming
Conventions

Game Room
Information

2021 Code
Update

Technology Upgrade

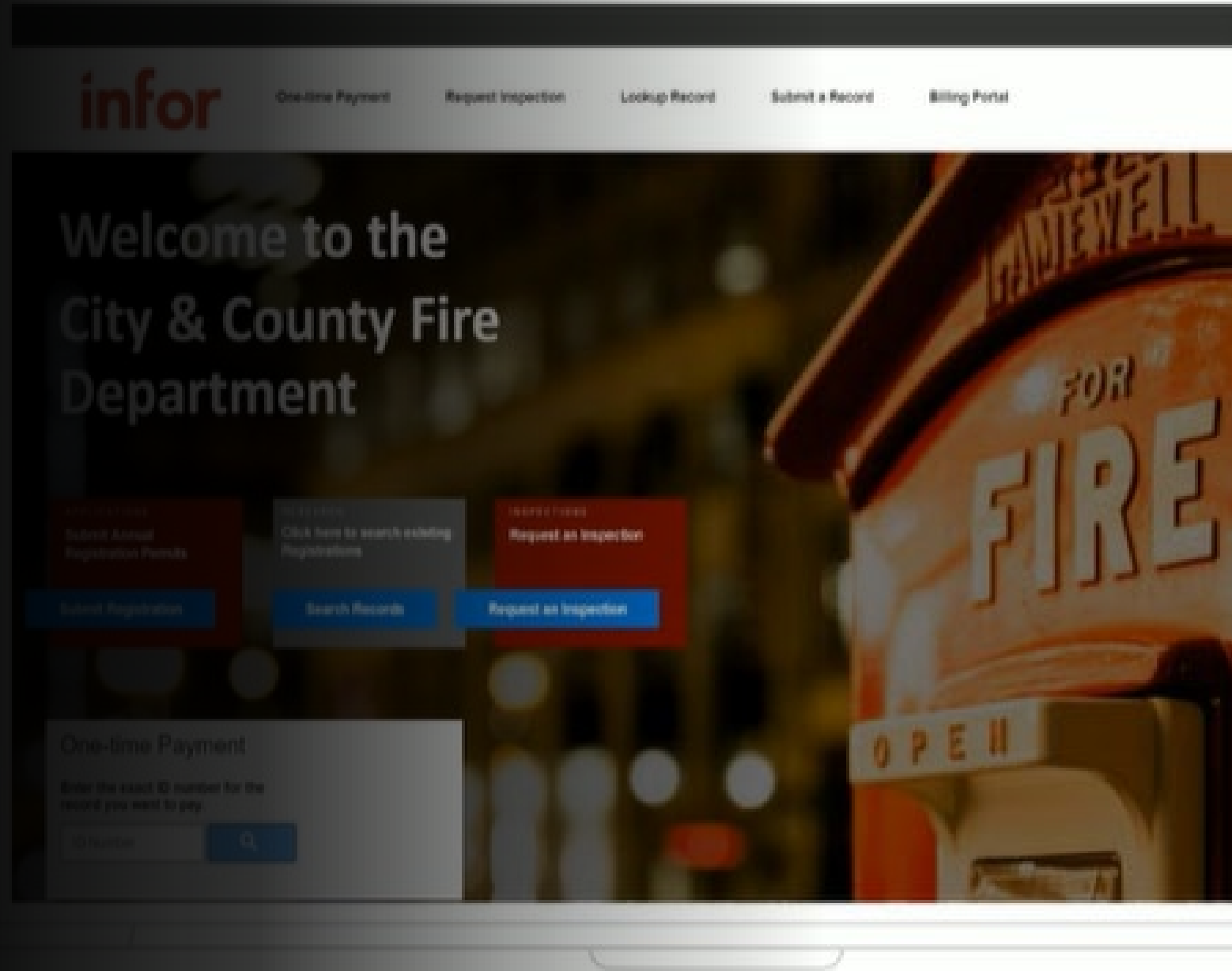
Infor Upgrades

DigEplan

Naming Conventions



Infor Upgrades



- Quick access
 - Submitting a permit
 - Scheduling and inspection
 - Checking status
 - Making a payment
- Tracker built into every permit to show the stage with ease.

Welcome to the City & County Fire Department

APPLICATIONS
 Submit Annual Registration Permits
[Submit Registration](#)

RESEARCH
 Click here to search existing Registrations
[Search Records](#)

INSPECTIONS
 Request an Inspection
[Request an Inspection](#)

One-time Payment
 Enter the exact ID number for the record you want to pay.
 [Search](#)

Record Information → Additional Information → Review → Confirmation

Licenses & Permits
 Apply for a new license or permit, or renew an existing one. Use the search box to filter the list. Clear your search to see the full list once again.

Fire Registrations

- Building Permits**
 Building Permit Applications for residential and commercial construction.
- Licensing and Certificate of Occupancy - All Areas**
 Applications for Business & Trade Licences within out jurisdiction. Application and renewal of Certificate of Occupancy.

Instructions ⓘ

Information ⓘ Edit

Additional Applicants ⓘ Add More Invite More 0 Additional Sites ⓘ Add More 0


Needs Action All

All Unresolved Inspections 2

Description	Request Date ▼	Scheduled Date ▼	
Fire ID 25454	09/15/2022	09/28/2022	Reschedule Cancel Request
Pre-Issue ID 25473	09/15/2022	09/29/2022	Reschedule Cancel Request

Upload all attachments here.

Drag file here or **Browse** to select file.
Cannot exceed 10MB and must be a .pdf, .jpg, .doc, .txt, or .png file.



The title of the attachment ×

FireExtinguisher.jpg 1
Title (optional) ⓘ

Description (optional) ⓘ

300 characters left

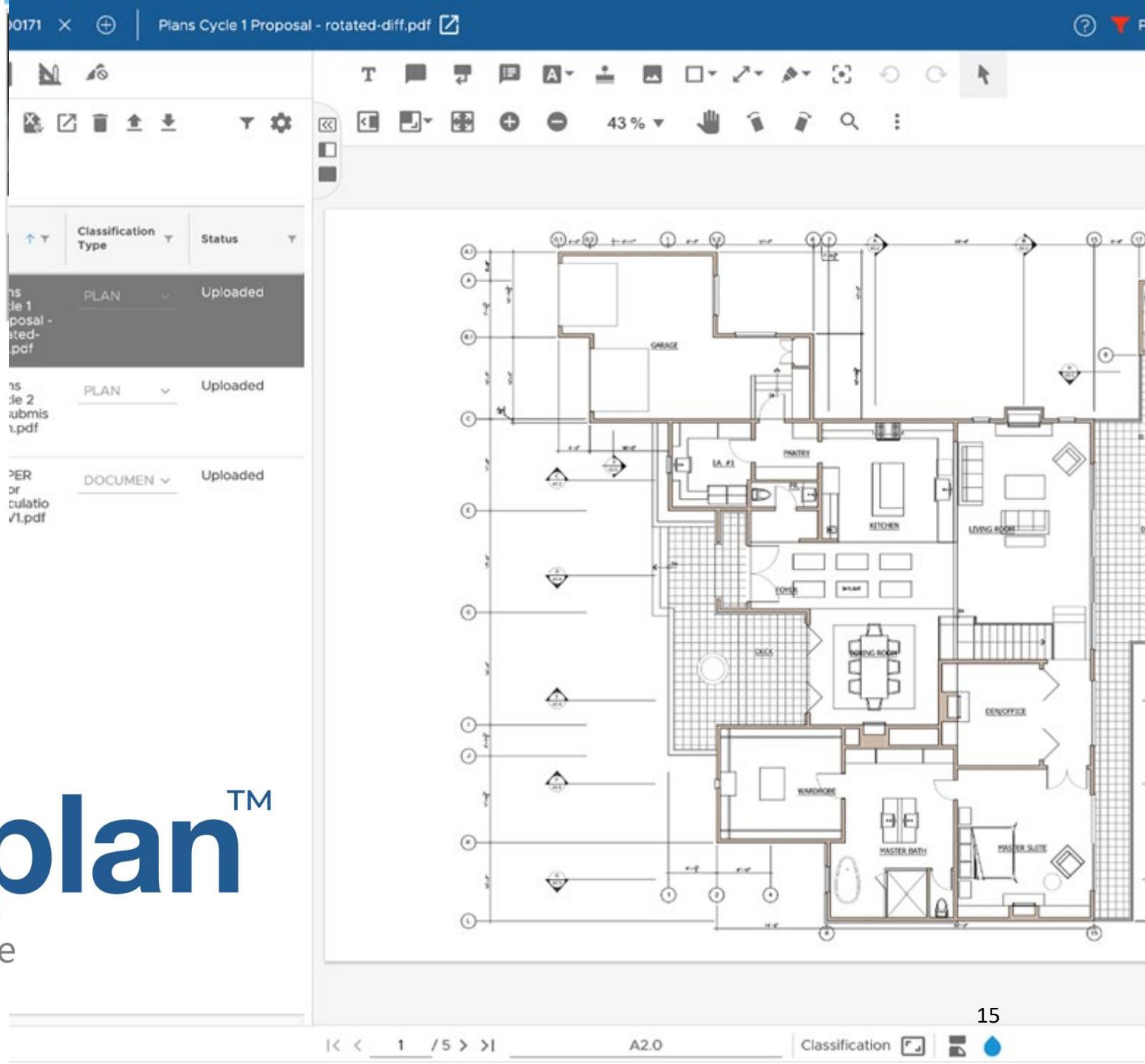
Document Type * ⓘ

Select ▼

- Documents uploads for permitting, inspections, and closeout
- Inspection scheduling, rescheduling or canceling
- Customer can download documents from staff for approved plans and permit cards

DigEplan

- Electronic Plan Review
 - System will allow better markups, measurements, overlay comparisons, display, stamping, sheet management, and more
 - Applicant can view plan sets and comments/stamps.
- Status
 - Staff in training now
 - Finalizing the naming convention
 - Finalizing submittal document requirements





2021 Code Update

- Scheduled for City Council - Jan. 24, 2023.

Director's Report

- Review of 2022 Annual Report
- Performance & Metrics
- Revenue/Expenses – Nov. & Dec. 2022
- Vacancy Rate – Nov. & Dec. 2022
- Comments, Questions & Suggestions

Performance Metrics

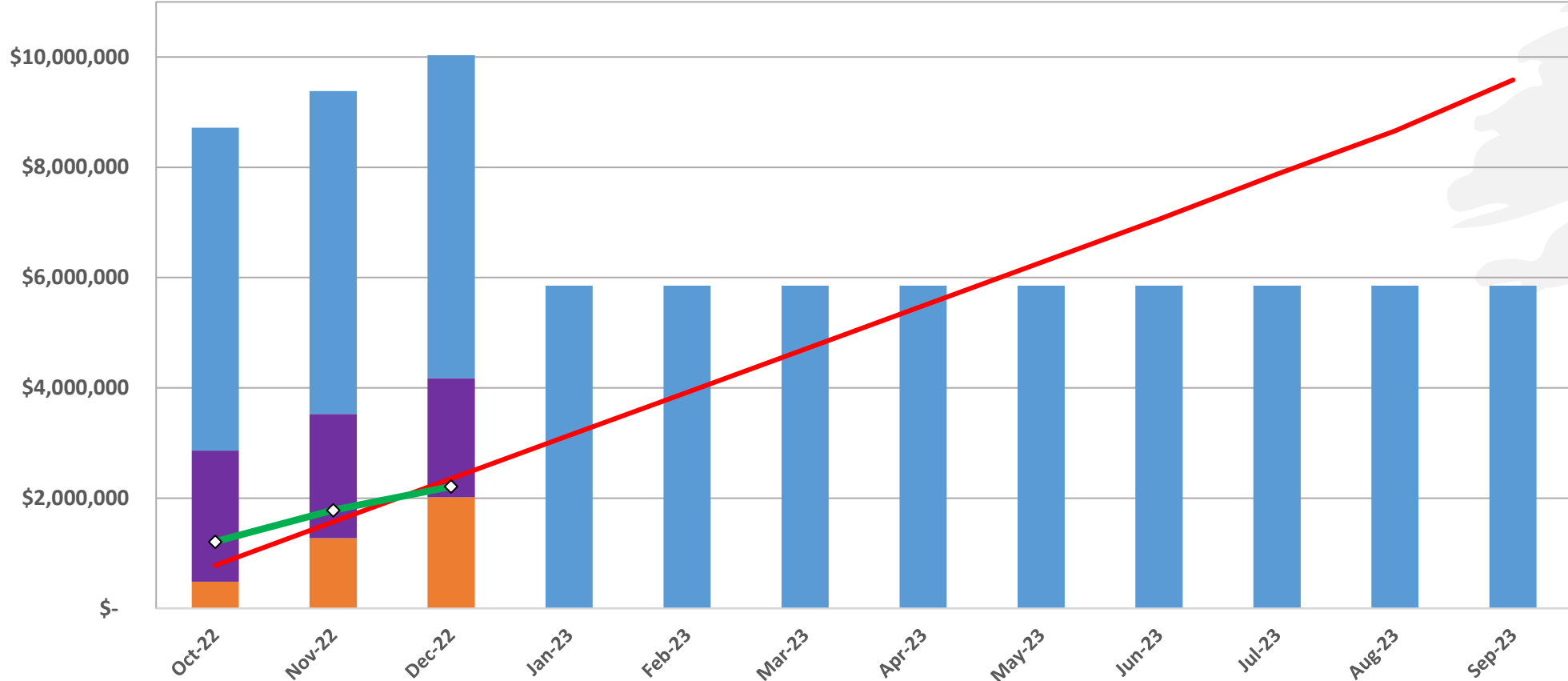
November 2022

- 795 Lobby Customers
- 923 Permits Issued
 - 93% Next Day Inspections (Goal = 85%)
 - 1.1 Residential Average Review Time (Goal = 3 Days)
 - 5.0 Commercial Average Review Time (Goal = 10 Days)
- 3 Zoning Applications Submitted
 - 3 Applications taken to Planning Commission
 - 1 Applications taken to City Council
 - 27 Average days to City Council (Goal = Less than 90 days)
- 9 Platting Applications Submitted
 - 9 Plats taken to Technical Review Committee (TRC)
 - 15 Plats taken to Planning Commission
 - 45 Average days to Planning Commission (Goal = Less than 45 days)
- 5 Public Improvement Plans (PIP) Submitted
 - 5 *Public Improvement Plans Reviewed*
 - 9 *Average Review Time (Goal = 15 Days)*

December 2022

- 605 Lobby Customers
- 820 Permits Issued
 - 93% Next Day Inspections (Goal = 85%)
 - 1.0 Residential Average Review Time (Goal = 3 Days)
 - 5.5 Commercial Average Review Time (Goal = 10 Days)
- 3 Zoning Applications Submitted
 - 3 Applications taken to Planning Commission
 - 3 Applications taken to City Council
 - 53 Average days to City Council (Goal = Less than 90 days)
- 12 Platting Applications Submitted
 - 9 Plats taken to Technical Review Committee (TRC)
 - 4 Plats taken to Planning Commission
 - 140 Average days to Planning Commission (Goal = Less than 45 days)
- 1 Public Improvement Plans (PIP) Submitted
 - 2 *Public Improvement Plans Reviewed*
 - 19 *Average Review Time (Goal = 15 Days)*

Development Services Budget Vs. Actual Analysis (As Of December 31, 2022)



	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									
■ Actual Expenses	\$484,184	\$1,275,371	\$2,016,778									
— 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									

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

Vacancy Report

Division	October Vacancy Rate	November Vacancy Rate	December Vacancy Rate
Land Development	33.33%	26.67%	26.67%
Administration	12.50%	12.50%	12.50%
Inspection Operations	11.11%	6.67%	6.67%
Totals:	16.18%	11.76%	11.76%

Questions, Comments, Suggestions...

Next Development Task Force Meeting

February 17, 2023

