

Code Compliance Monthly Report for December, 2013

Activity

Cases Opened – There were 31 cases opened; 77% complaint based and 23% officer initiated.

Cases Closed – There were 45 cases closed by voluntary compliance.

Total Violations – There were 28 violations throughout all the districts.

Violations Abated – There were 30 violations abated with the issuance of a Courtesy Notice.

Aging Cases – There were 52 open cases carried over from prior months.

ROW Sign Removal – There were 111 signs removed from the public right-of-way.

Inquiries – There were 125 inquiries; 22% received through the call center.

Most Frequent Violations – The most frequent violations were Right-of-way obstructions and signs.

Case Duration – Cases were closed on average within 2.5 days.

Compliance Rate – 145% with 100% voluntary compliance.

Sign Removal Maps – By District

Executive Summary

During the month of December 2013, there were 21 business days and 1 holiday. Code Compliance staff was successful with the receipt and response to 100% of all concerns received by citizens within one day, and inspecting 100% of all concerns within 72 hours. Cases were open an average of 2.5 days compared to an average of 14.75 days during 2012. The total number of documented and removed signs from the R-O-W was 111 in all Districts.

District 1=19 District 2=9 District 3=53 District 4=30

Budget

Code Compliance Services Budget for Calendar Year 2013 - \$ 406,850.00

December expenses \$ 33,904.17

Expenditures compared to monthly allocation equals 8.3% of total budget for calendar year 2013

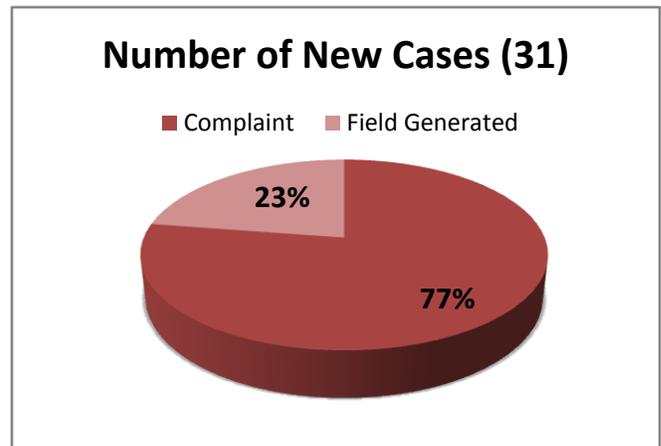
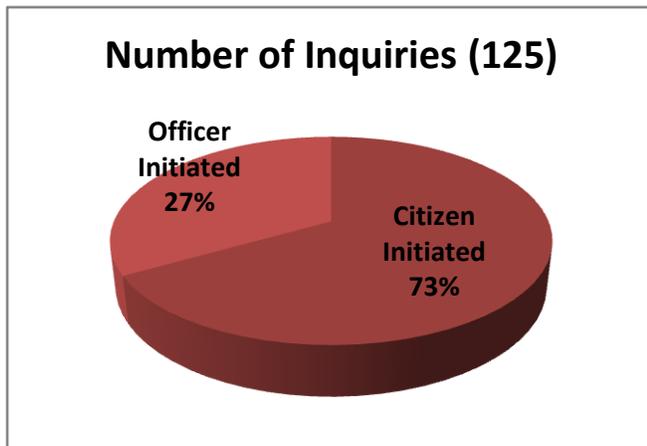
Service Activities

Caseload Activity	December 2013	December 2012
New Cases	31	38
Cases open prior to this month	52	23
Active Cases	83	61
Closed Cases	45	38

Inspection Activity	December 2013	December 2012
Number of Inspections	110	63
Initial Inspections	30	37
Multiple Inspections	80	25
3 or more Inspections	4	10
No Violation Found	14	12
Dismissed	0	0

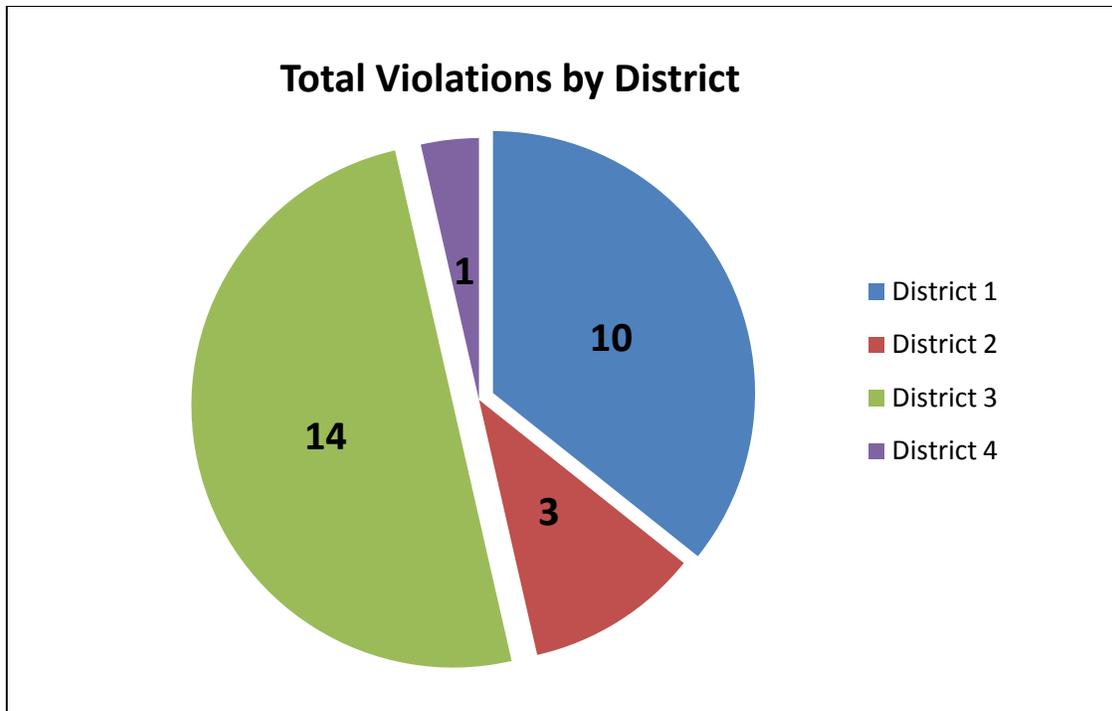
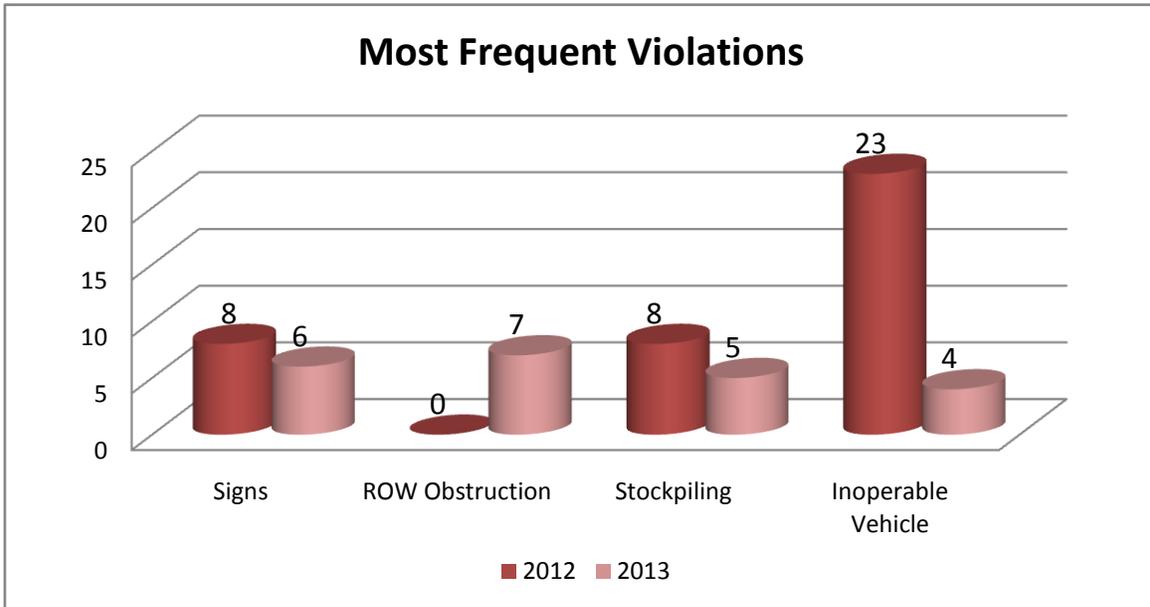
Content Analysis

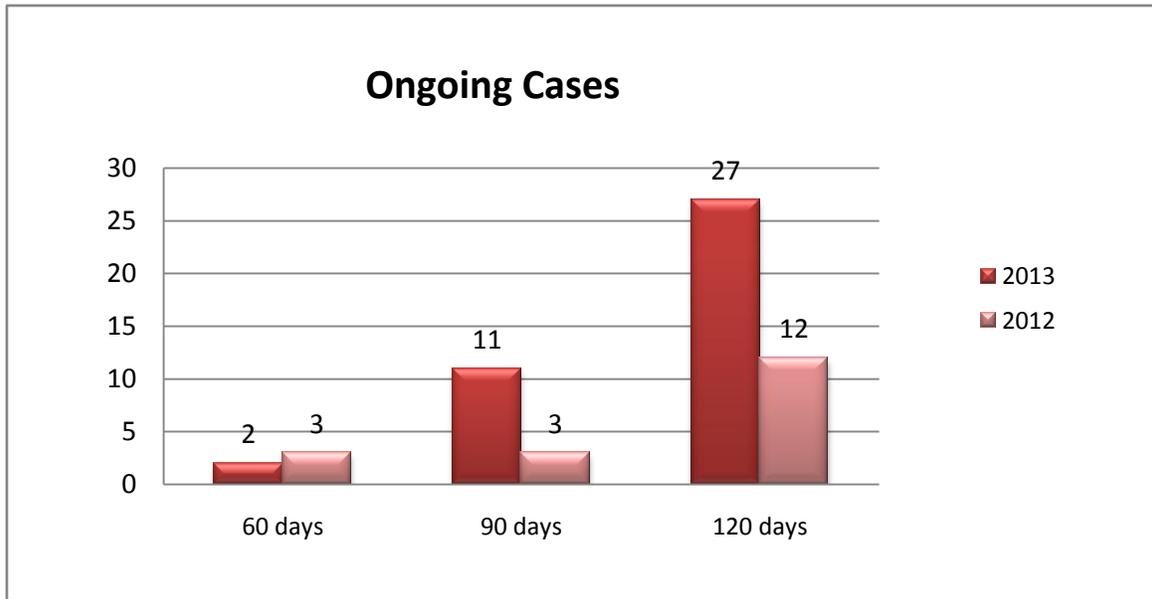
Every concern received by a citizen is inspected for validity, and every citizen or business owner is given an opportunity to voluntarily comply with the provisions of the code. Most concerns require a minimum of two site visits. The first site visit is conducted to confirm or dispel a reported violation. The second visit is conducted to determine if the violation has been abated or further action is necessary. The goal of the program is to seek partnerships with residents and business owners to gain voluntary compliance, protect the health, safety, and welfare of the citizens, and improve the quality of life by aligning compliance techniques with industry best practices. In December 2013, code compliance staff spent 106.5 hours in the field, 339 hours in the office*, and 115.5 hours in training/meetings averaging 8.5 inspections per officer per business day.



Compliance Method	December 2013 Notices Issued	December 2013 Violations Abated
Courtesy Notice	16	30
Notice and Demand	5	2
Summons and Complaints	0	0
Judicial Enforcement	0	0
Total	21	32

*Includes 39 hours by Citizen Responder and 131.5 by manager.





Interagency Coordination, Meetings & Training

In December, Staff attended regularly scheduled meetings with City staff, and CH2M Hill staff. Staff participated in Safety training and leadership training by CH2M Hill. Staff continues to work with the Colorado Association of Code Enforcement Officials (CACEO) Education Committee and Board to ensure training is timely and applicable. Staff participated in the Front Line Advisory Committee (FLAG) and attended the fourth quarter Colorado Association of Code Enforcement Officials (CACEO) training in Longmont.

Agency/Division Coordination

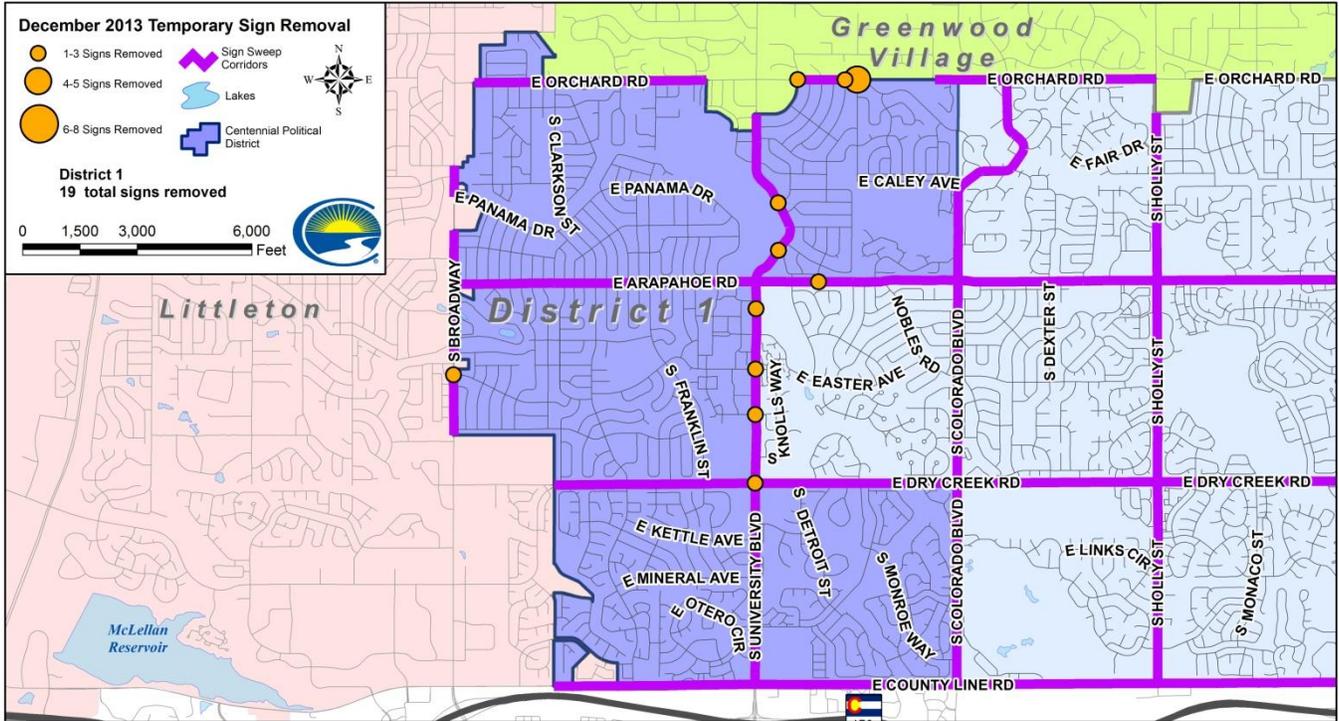
CACEO	Education Committee Board Meetings	0
Front Line Advisory Committee	Customer Service	1

Training/Special Projects

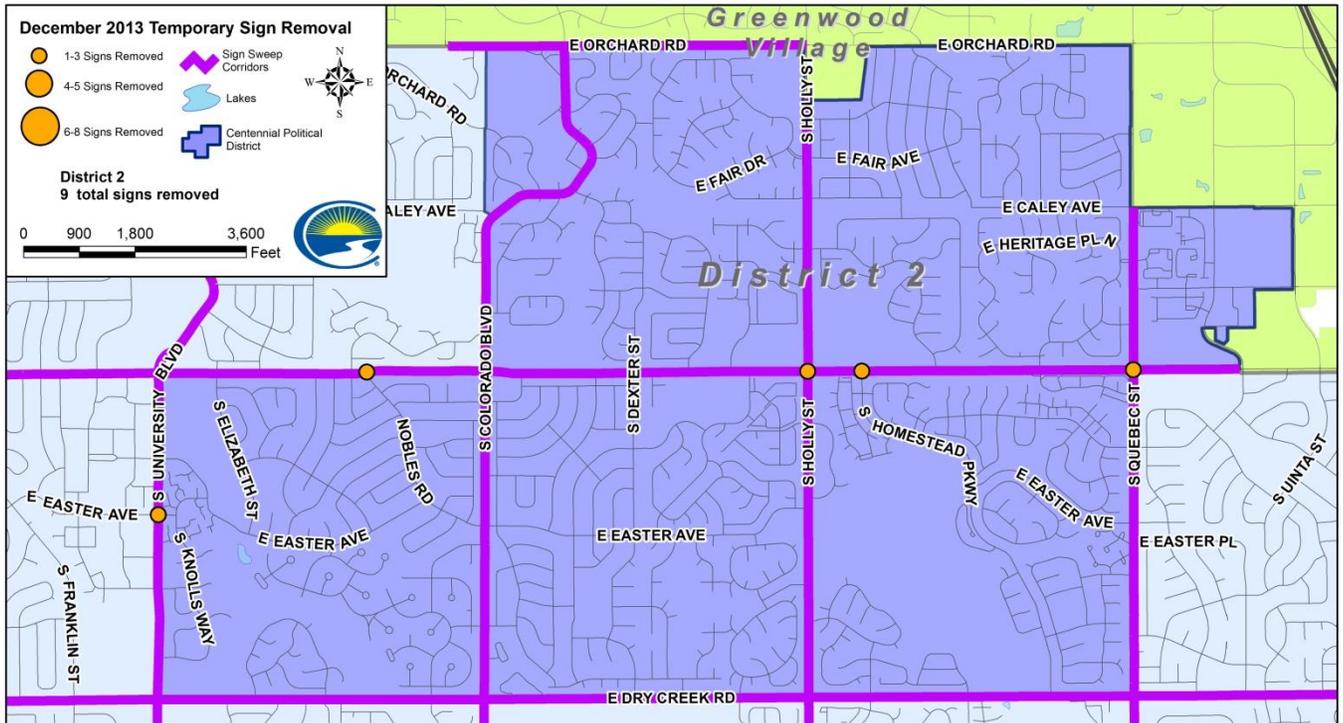
CH2M Hill	Safety & Leadership	26.25
Meetings	City & CH2M Hill	13.5
CACEO	Quarterly Training	16
	GRAND TOTAL	56.75

Sign Removal Maps by District

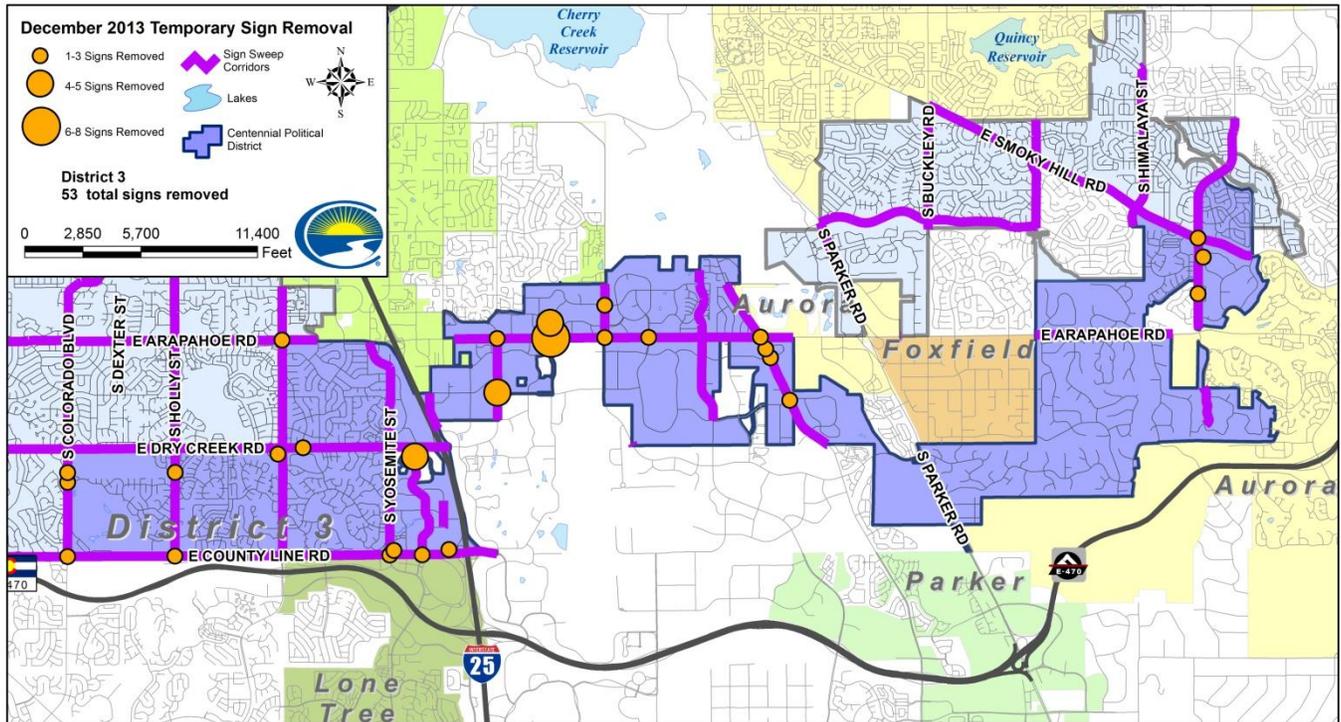
District 1



District 2



District 3



District 4

