



Village of
PORT CHESTER, NEW YORK

Department of Code Enforcement
Monthly Report For February 2011

March 21st, 2011

By: Christopher D. Steers, Code Enforcement Director



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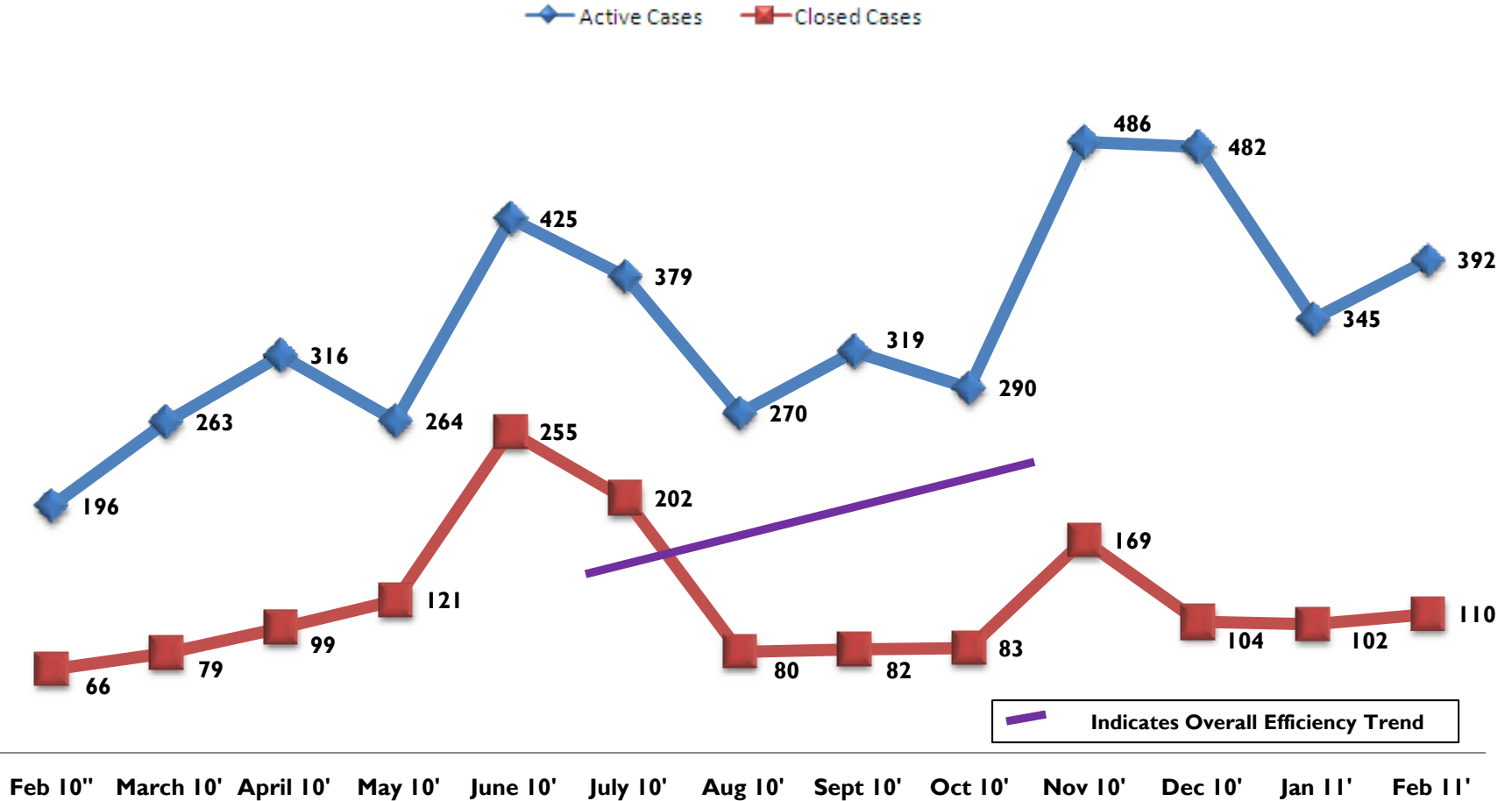
Department of Code Enforcement Statistics

Enforcement Statistics	Jan 10'	Feb 10'	March 10'	April 10'	May 10'	June 10'	July 10'	Aug 10'	Sept 10'	Oct 10'	Nov 10'	Dec 10'	Jan 11'	Feb 11'
TOTAL # of ACTIVE CASES:	149	196	263	316	264	425	379	270	319	290	486	482	345	392
TOTAL # of CASES CLOSED (with compliance):	36	66	79	99	121	255	202	80	82	83	169	104	102	110
Compliance Rate	24%	34%	29%	32%	46%	60%	53%	30%	24%	29%	35%	22%	30%	28%
Fire Safety Program														
Inspections Conducted	23	38	55	89	106	99	112	132	139	93	123	63	82	55
Inspections Passed	9	28	40	18	69	42	62	26	58	23	42	42	46	27
Inspection Failed	14	10	15	71	37	51	50	106	83	70	79	21	36	29
Fire Safety Violations Issued	31	28	167	379	543	405	309	550	259	430	659	127	188	132
Failure to Obtain Inspection*	N/A	N/A	17	1	39	41	28	17	9	13	29	0	44	30
Certificates of Compliance	0	0	50	61	0	0	99	26	30	0	25	0	1	40
Fire Safety Inspection Fees	\$5,250	\$2,550	\$8,425	\$9,000	\$8,375	\$13,125	\$15,435	\$13,685	\$14,300	\$10,600	\$7,500	\$0	\$6,340	\$5,675
General Violations														
Property Maintenance	10	5	6	15	6	12	8	11	12	7	3	2	1	4
Motor Vehicle	12	1	0	0	0	0	1	0	0	0	0	0	0	0
Graffiti	4	30	34	2	2	0	0	2	1	0	0	13	2	0
Minimum Housing	9	18	11	12	2	0	6	3	0	12	2	8	10	1
Illegal Dwelling Use	8	11	23	28	8	10	9	19	5	13	24	5	5	1
Trash	41	2	45	36	20	110	80	12	35	0	148	90	3	0
Miscellaneous	1	5	0	0	0	0	0	0	1	1	0	7	27	0
Total General Violations	85	72	119	93	38	132	104	47	54	33	177	125	48	6
Other														
# of Hotline Complaints	44	87	89	79	75	121	126	65	34	44	40	33	25	44
Referrals	UNK	52	19	17	11	20	17	11	7	7	12	9	5	13
Proactive Cases:	39	57	73	35	27	106	83	13	38	1	211	132	30	15
Cases Unfounded:	11	10	9	12	8	14	12	18	8	2	8	4	7	14
Cases Carried Over	67	109	132	237	114	170	170	192	217	235	269	317	276	292
Appearance Tickets	N/A	N/A	2	3	4	15	10	16	12	11	3	4	1	2
Court Summonses Issued	39	18	16	3	5	8	3	21	16	2	60	58	0	0
Court Fines Levied	\$1,000	\$5,250	\$5,375	\$17,150	\$875	\$20,875	\$13,125	\$14,500	\$8,800	\$16,000	\$125	\$0	\$4,800	\$6,000
Court Fines Collected	\$3,000	\$4,000	\$3,125	\$2,150	\$875	\$500	\$125	\$1,500	\$1,250	\$6,250	\$4,708	\$583	\$9,383	\$6,583
Approximated Inspections	372	364	459	632	528	938	758	540	701	580	972	964	690	784
Right of Entry	1	6	6	9	8	14	11	7	15	9	0	0	6	8



Department of Code Enforcement Statistics

Enforcement Efficiency Trends

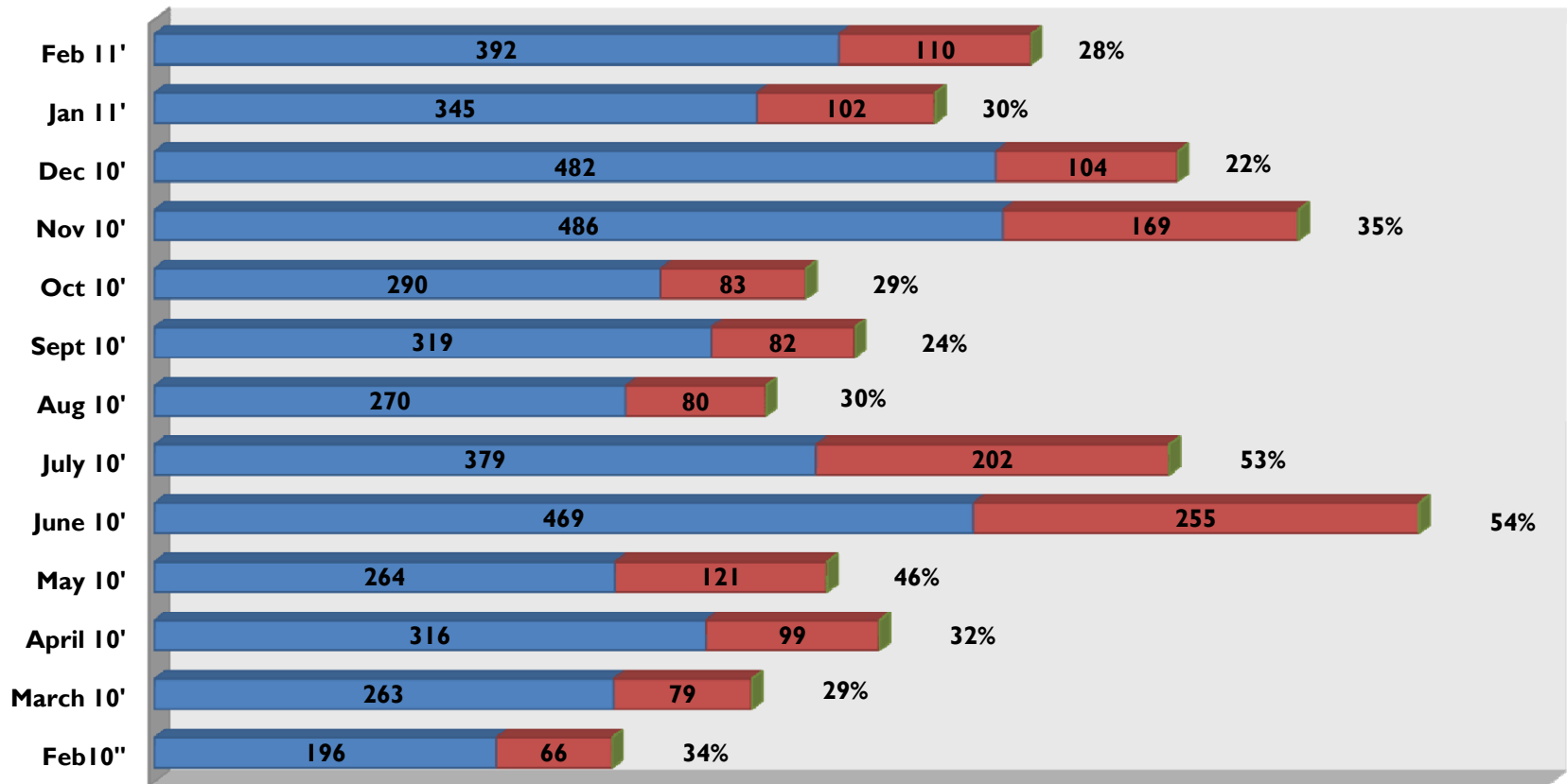




Department of Code Enforcement Statistics Continued

Caseloads & Compliance Rates

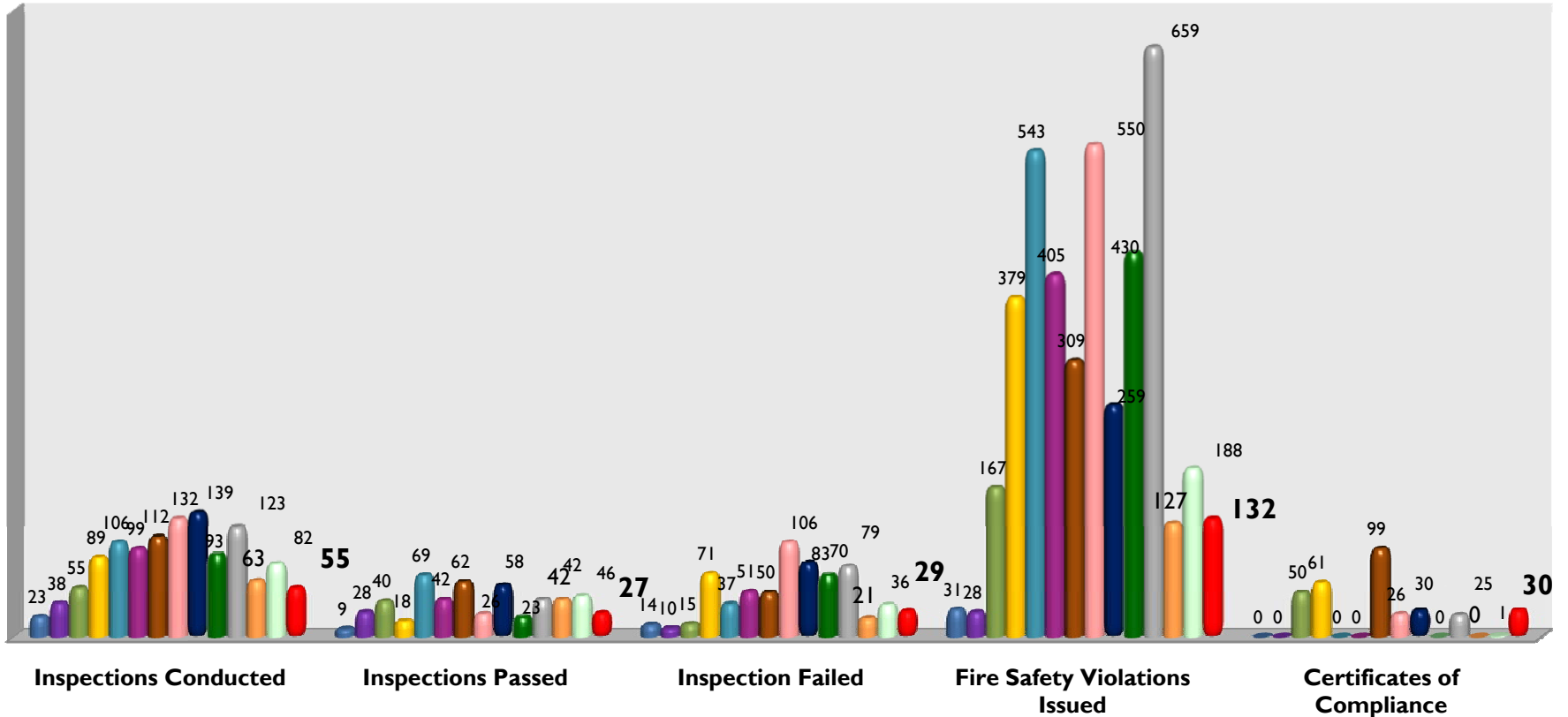
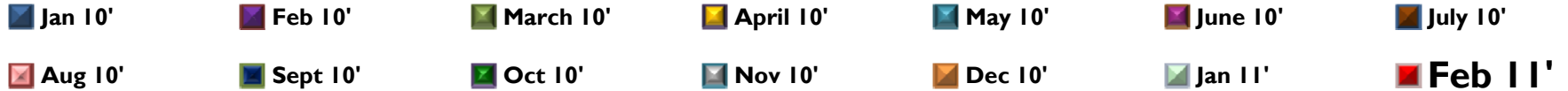
■ Active Cases ■ Closed Cases ■ Compliance Rate





Department of Code Enforcement Fire Safety Inspection Program

Fire Safety Inspection Program

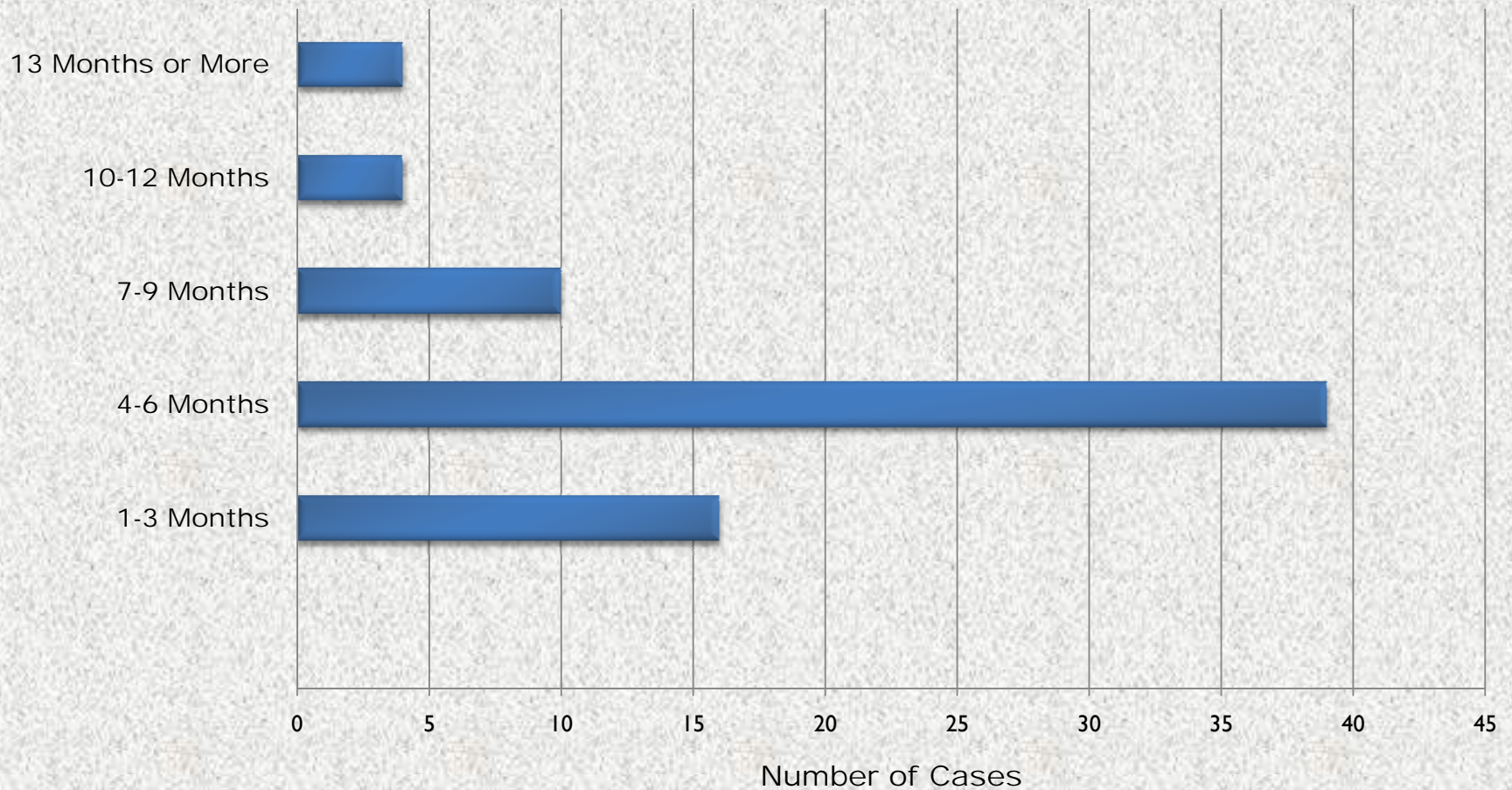




Department of Code Enforcement

Life Cycle of an Illegal Dwelling Use/Overcrowding Case

Court Case Life Cycle





Department of Code Enforcement

Life Cycle of an Illegal Dwelling Use/Overcrowding Case

Summary: again, each case dealing with illegal dwelling use and/or overcrowding quite simply will continue until full compliance is gained. The complexity, legal issues, and expenses associated with these types of complaints lend them to a greater life span. The initial processing of such complaints from intake, investigation, issuance of an Notice of Violation, and issuance of an Appearance Ticket alone can consume from 1-20 man hours; and 30 -90 days, depending upon the number and severity of the violations cited.

- ▶ There are currently 73 such complaints working their way through the court system.
- ▶ The life cycle of those cases currently in the court system ranges from 1-31 months.
- ▶ The timeliness of the disposition of the cases depends largely upon the violators willingness to comply.



Department of Code Enforcement Initiatives

- ▶ **Safe Housing Advisory Committee:** The second meeting was held March 8th, 2010. Goals, objectives, and strategies have been defined and are to be rolled into a Strategic Plan. Next meeting is on April 26th, 2011.
- ▶ **Court Fines Reconciliation:** On going: to date I have reconciled all summonses:
 - **249** Summonses Issued
 - **170** of which have been adjudicated at sum total of \$40,350.00 in fines (broken down by **108** fined at between \$50-\$250; totaling approximately \$25,100.00 in penalties. The other **40** are judgments' that have been issued totaling approximately \$15,250.00 in penalties. **22** cases were dismissed). The remaining **79** are pending trials, judgments, etc...
 - Phase two of the process is to drill down into fines, judgments' and payment plans for all other Code Enforcement related cases.
 - We currently have **89** cases working their way through the court system (overcrowding/illegal dwelling use, snow/ice, property maintenance, etc...) with an average of 5 charges per case at a potential \$1000.00 fine per charge.
 - If we successfully prosecute on average from 1 to 5 charges per case, we potentially have anywhere from **\$89,000.00** to **\$445,000.00** or more in fine revenues outstanding.



Department of Code Enforcement Administrative Notes

- ▶ MUNICIPALITY Implementation; again,
 - Building permits and inspections are currently being issued and tracked through the system.
 - Fire Safety Inspections are being managed and tracked through the system.
 - All 2011 code complaints have been entered into the system for tracking.
 - We are working with E-code staff on final de-bugging of the program and fine tuning some customizations relating to various forms including NOV's, Summonses, and Appearance Tickets.
- To date we have collected \$120,260.00 in Fire Inspection fees.
- To date we have addressed / cited over 4,207 individual fire safety violations through the program.
- Currently recruiting for two Part -time Code Enforcement Officers: interviews underway.



Department of Code Enforcement Discussion

