

Code Enforcement Kick Off

Board of County Commissioners January 28, 2025



Agenda

- Proposed Transition Timeline & Key Action Items
- Proposed Organization
- Proposed Budget
- Outstanding Factors
- Recommendations and Next Steps



Proposed Timeline

Seminole County Code Enforcement Transition

ACTIVITY	PLAN START	PLAN DURATION	ACTUAL START	ACTUAL	Period Highlight: PERCENT COMPLETE	4 Plan Duration Actual Start % Complete Actual (beyond plan) % Complete PERIODS 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
Code Amendments	1	15	1	4	25%	
Additional Discovery	1	22	1	4	6%	
BCC Workshop	0	0	4	0	0%	
IPMC	1	5	1	2	20%	
Chapter 95	4	4	0	0	0%	
Chapter 53	6	4	0	0	0%	
Admin Code	8	4	0	0	0%	
Budget and Staffing Plan	1	10	1	3	10%	
Interim IT Setup	10	12	0	0	0%	
Budget Hearings	22	8	0	0	0%	
Staff Transition	26	12	0	0	0%	



Key Action Items

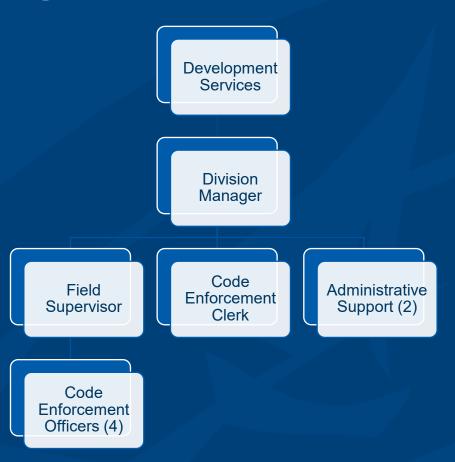
- International Property Maintenance Code (IPMC) to Board of County Commissioners: February
- Code Amendments (Chapter 53, Chapter 95, Admin Code) BCC Work Session: April May
- Recruitment for Division Manager: February
- Budget and Staffing Finalized: Budget Process
- Recruitment for Officers: June
- Interim IT Set-Up: Ongoing
- Facilities: Ongoing
- Potential Staff Transition: September
- New Division Launches: October 1, 2025



Estimated Budget FY25/26							
Salaries		560,000					
	Division Manager						
	Field Supervisor						
	Officers (4)						
	Clerk (current)						
	Admin Support (2 current)						
Benefits @ 40%		224,000					
Supplies		20,000					
Fleet Charges (Gas, Maint)		70,000					
Capital		35,000					
Contracted Services		100,000					
Total		1,009,000					



Proposed Organization





Outstanding Factors

- Interim Repurposing of Existing Software
- Code Revision (Timing and Extent)
- Potential Staff Transition from Sheriff's Office



Next Steps and Comments

- Code Amendments February April
- Budget Planning May June
- Recruiting and Staff Transition June September
- Operations Commence October 1