

Building Services Upcoming Transition and Timing

Closure of Bushnell Development Services Office (Effective July 10, 2023)

- Closure of Bushnell Development Services Office by July 1, 2023
- Reduces required service point coverage – increased focus for online permitting and cross training for redundant system
- Increase efficiencies while preparing for final centralized location of Development Services at new Service Center
- Reduction of 100% dedicated FTE in Fund 124 from five to three. These three FTE will only be assigned Building tasks related to permits and Building customer service.
- No change in number of positions or total FTE support but more Records Analysts will be completing both Development and Public Information functions.

New Software (SmartGov) Implementation (Following successful transition of Code Enforcement in June 2023)

- The increased expenditures from the contracted staff for handling will be eliminated as the scheduling process with SmartGov will be streamlined. This will eliminate the additional fees charges by PDCS to manually schedule inspections for inspectors in Cityworks.
- The New software will automatically calculate a processing fee by tender type to assess the credit card processing fee only on credit card transactions. This is currently not accounted for within Cityworks. The new software will aid the County in recouping the estimated \$100k expenses associated with credit card fees.