



Date: July 7, 2017

To: Patrick H. West, City Manager *T.H.W.*

From: Amy U. Bodek, Director of Development Services *A. Bodek*

For: Mayor and Members of the City Council

Subject: **Proactive Rental Housing Inspection Results and Reporting Efforts**

The Proactive Rental Housing Inspection Program (PRHIP) was adopted by the City Council in June 2015, in order to preserve the stock of decent, sanitary, and safe rental housing units within the City. PRHIP is an implementing ordinance of the City's certified Housing Element. Since its adoption, staff has been working towards full program implementation, which includes inspecting all multi-unit (four or more units) properties in the City. There are approximately 75,000 rental units under the program's purview.

In calendar year 2016, the program's first full year of implementation, 9,831 individual rental unit inspections were conducted, representing approximately 13 percent of the estimated 75,000 rental units. Of the 9,831 units inspected under PRHIP, violations were identified at 2,424 units, or approximately 25 percent of the total units inspected. Of the 2,424 units in violation, 18 percent, or 431 units, remained in violation for more than 120 days.

At the same time and in addition to the PRHIP inspections, staff also responded to 2,290 service requests (or code enforcement complaints) at multi-unit buildings. Of the 2,290 service requests, violations were found at 768 units, equating to approximately 33 percent of the units inspected. Of the 768 units in violation, only 7 percent, or 58 units, remained in violation for more than 120 days.

In summary, between the PRHIP inspections and complaint driven inspections, a total of 12,121 units were inspected in calendar year 2016. Approximately 29 percent of all units inspected had code violations, with 12 percent of those violations remaining outstanding after 120 days. The complaint driven inspections yielded faster turn around times, indicating that the PRHIP violations were either more severe, or the property owners were more reticent to fix the violations. Projecting this average on all rental housing stock in buildings with more than four units, it would be reasonably expected that upwards of 21,750 units (of the total 75,000 units) may have some form of code violation.

In FY17, the PRHIP program had a total budget of just over \$2 million, which includes personnel, materials and supplies, and overhead. A full breakdown of the PRHIP budget is provided in the attached memorandum.

Another component of PRHIP is publishing various data on the program. This has proved to be challenging given the existing technological limitations of our existing computer program, Infor. However, in April 2017, staff compiled and published its first comprehensive

report, which includes ownership data and violation types, for all multi-unit properties that remain in violation for over 120 days. This report is posted on the Development Services' webpage in several locations, most prominently in the Current News section on the main webpage. Staff intends to update and publish this report every 120 days and intends to ultimately link the information contained in this report to the GIS/Open Data portal. It is anticipated that inclusion in the GIS/Open Data portal will allow members of the public to click on any eligible parcel in the City, and review a full report on code violations that might exist. However, in order to achieve this goal, additional advancements in technology and in our Infor land management system will be required.

A technological advancement for the Code Enforcement Bureau comes in the form of LBCODE (www.lbcode.org). This dynamic portal not only allows staff to more efficiently respond to, and prioritize, incoming service requests, but also streamlines the reporting process. In addition to increased staff efficiency, users are able to track the status of the requests from the initial inspection through resolution of the case. Code Enforcement staff provided training on the use of LBCODE to the legislative staff of the Mayor and City Council offices in April 2017, and, over the past few months have been encouraging the reporting and tracking of code enforcement concerns via this portal. **Effective July 1, 2017, all incoming code enforcement matters submitted by legislative staff must be submitted at www.lbcode.org.** This dynamic portal will provide legislative staff the ability to track status of violations on their own time, and will increase efficiencies.

If you have questions regarding this report, please contact Kurt Keating, Code Enforcement Bureau Manager, at (562) 570-6336 or kurt.keating@longbeach.gov.

AJB:OO:KJK

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ATTACHMENT

CC: CHARLES PARKIN, CITY ATTORNEY
LAURA L. DOUD, CITY AUDITOR
TOM MODICA, ASSISTANT CITY MANAGER
KEVIN JACKSON, DEPUTY CITY MANAGER
REBECCA JIMENEZ, ASSISTANT TO THE CITY MANAGER
OSCAR W. ORCI, DEPTUY DIRECTOR OF DEVELOPMENT SERVICES
KURT KEATING, CODE ENFORCEMENT BUREAU MANAGER
CITY CLERK (REF. FILE #16-0336)



Date: June 20, 2017
To: Patrick H. West, City Manager *T.M.*
From: Amy J. Bodek, Director of Development Services *AJB*
For: Mayor and Members of the City Council
Subject: **Proactive Rental Housing Inspection Program Budget**

On June 8, 2017, Development Services staff received a request for the Proactive Rental Housing Inspection Program (PRHIP) budget for Fiscal Year 2017. The requested information is presented below:

	FY17	
	FTE	\$
Personnel	11.8	\$1,261,057
Materials & Supplies*		\$288,540
Overhead		\$453,639
Total	11.8	\$2,003,236

*The FY17 Materials & Supplies budget includes one-time carryover funding for PRHIP Outreach.

Last year was the first full year of PRHIP's implementation; properties containing 9,831 rental units were inspected, which is approximately 13 percent of the estimated 75,000 rental units. Since its adoption, staff continues to work towards full program implementation, and anticipates that all rental units will be inspected within the next five years.

If you have any questions regarding this matter, please contact Oscar Orci, Deputy Director of Development Services, at (562) 570-6369 or oscar.orci@longbeach.gov.

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