Meeting Summary

The following is a summary of the topics discussed in the DevStat meeting on 05/05/2021. Analysis is provided by the Office of Performance and Data Analytics. Information in the memo has been edited to protect Personal Identifiable Information (PII) and ensure accuracy. Note that the data and visuals included in this memo reflect a specific period in time, and as a result, information below can be subject to change.
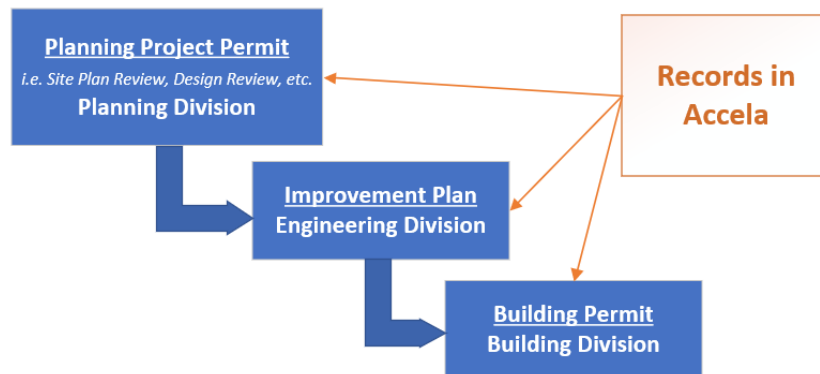
This meeting will cover the following subjects in further detail:

<u>Recent Key Accomplishments</u>

- Discussions initiated between CDD, Fire, and ASD regarding Fire cashiering to find process efficiencies focused on customer centric approach
- Completed monthly Building and Life Safety Monthly Report (future dashboard data for Socrata) – See sample in Appendix 1
  - Goal is to implement future digital format
  - Improvement process update: to map workflow between the departments
- Initiated updates to better manage key projects within Accela
  - Developing method to link separate records/permits in Accela together when associated with the same project, and implement gates between permits where appropriate, to not allow the next step to proceed until a key prior step is completed

Project X

<u>Progress Update: (Transformation Plan Updates)</u>
Original iLab Action Items

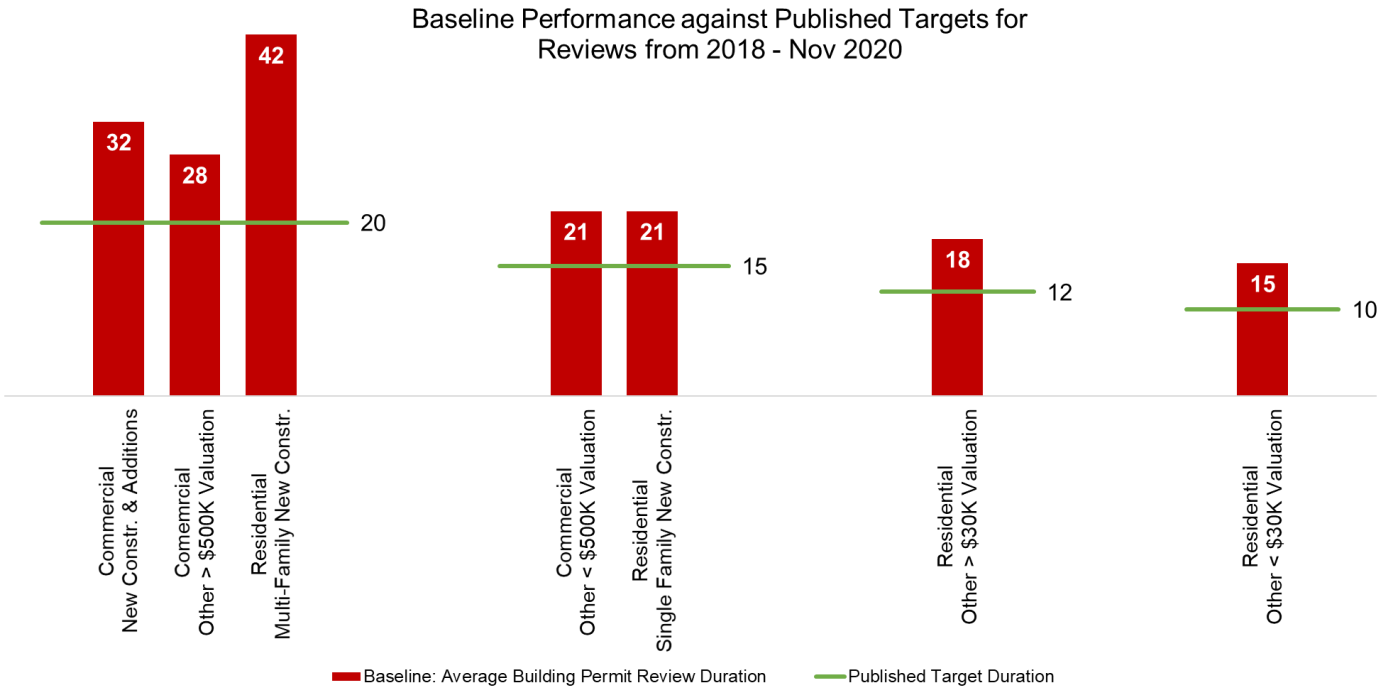- 84 total items identified during iLab
  - 16 completed
  - 28 in-progress

- o 40 not started
  - These items were assessed as lower in priority and impact

Status Overview of Active Goals

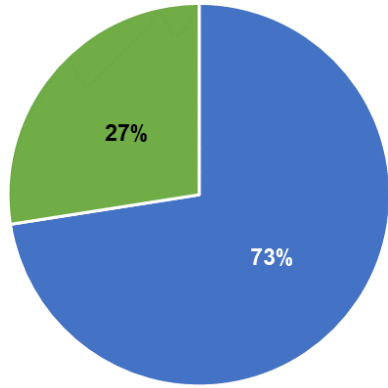| Task Name	% Complete	Start	Finish
Goal: Reduce Duration & Cycle Count of Building Permit Plan Check Process	46%	Mon 8/31/20	Wed 9/15/21
Goal: Reduce Duration & Cycle Count of Improvement Plan Check Process	14%	Tue 2/9/21	Tue 8/31/21
GOAL: Analyze Application Intake & Processing for Business License Process	1%	Wed 4/14/21	Mon 9/20/21
GOAL: Improve Efficiency in Counter Operations & OTC Permit Processing	35%	Fri 2/5/21	Thu 9/30/21
GOAL: Reduce Duration & Improve Efficiency from Permit Issuance to Certificate of Occupancy	0%	Mon 10/4/21	Fri 3/18/22
Goal: Create Expedited Processing Pipeline for High Priority Projects	0%	Mon 8/31/20	Fri 3/18/22

Building Plan Check Improvements - KPI Preview (April 1 – May 3)

The following chart shows the baseline performance for building permit plan reviews completed from 2018 through November 2020.

Baseline Performance against Published Targets for Reviews from 2018 - Nov 2020
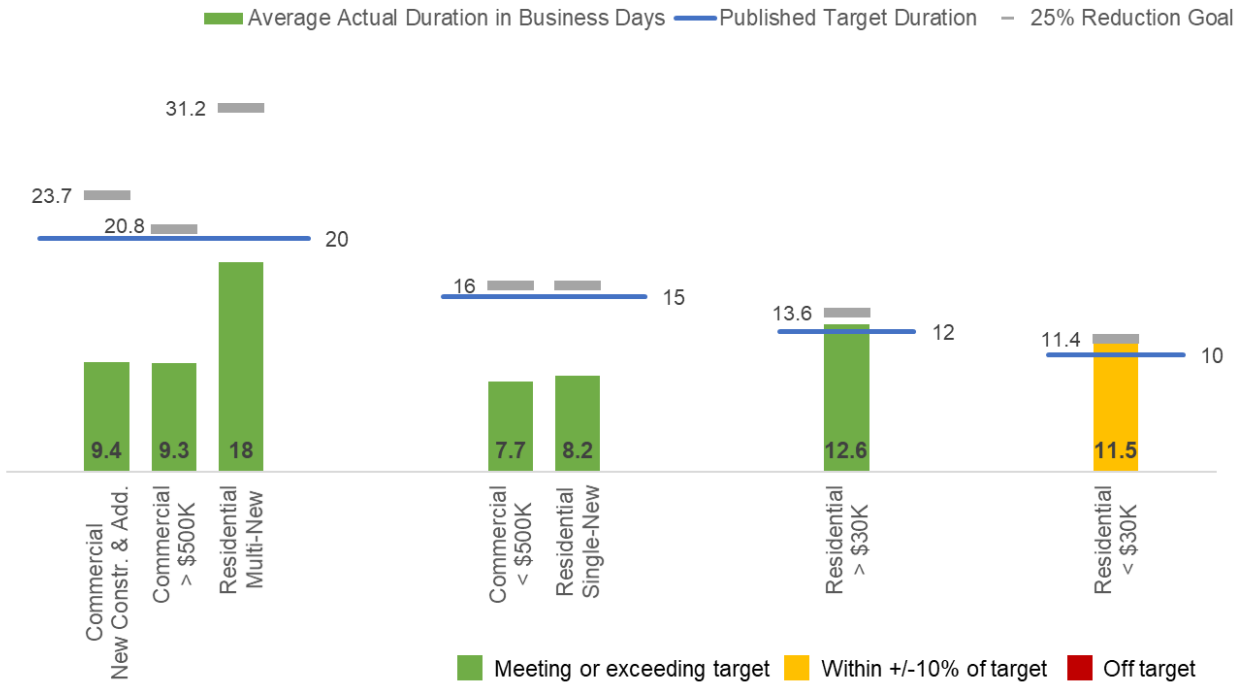
In April 2021, 94 building permits were opened, 2 were voided, 1 was withdrawn, and the remainder began plan review.
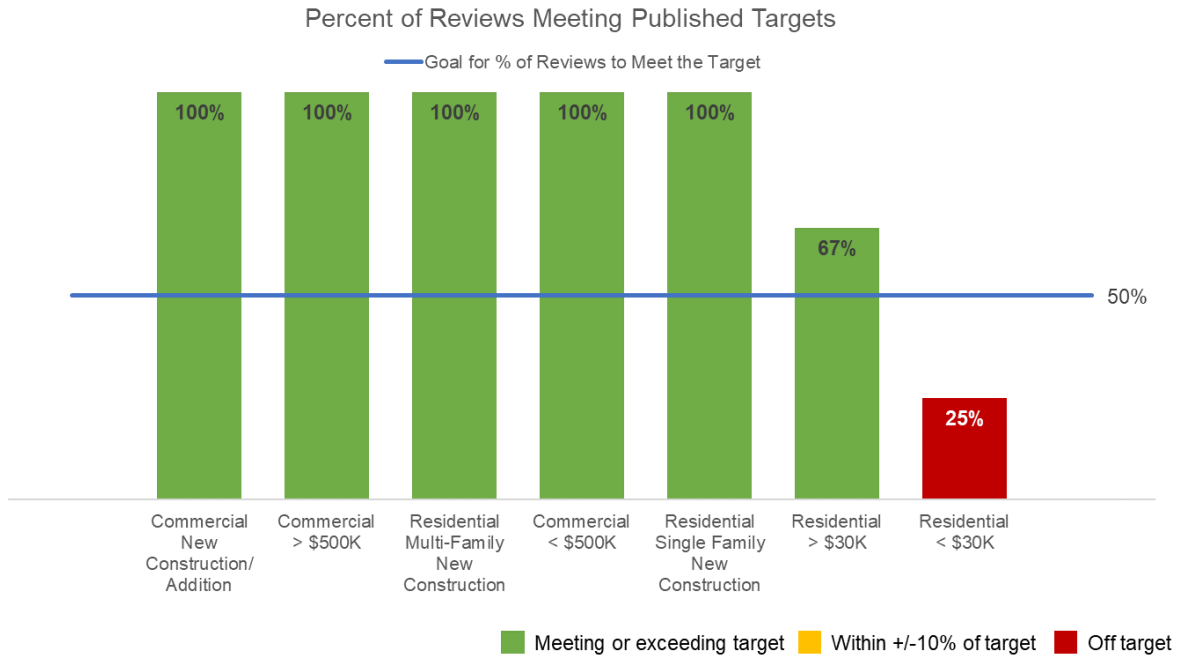
Of the 91 building plan reviews that began in April 2021, 73% of Cycle 1 reviews were completed as of May 3.

- Count of Project with Completed Cycle 1 Reviews
- Count of Project with Cycle 1 Still in Progress

For completed building plan reviews that took place in April, **91% met the published target durations**.

Average Actual Duration in Business Days — Published Target Duration — 25% Reduction Goal

Meeting or exceeding target   Within +/-10% of target   Off target

Percent of Reviews Meeting Published Targets

Two Week Lookahead

- Continue work on task items for current goals
- Testing Planning Project workflow improvements
- Testing Planning Home Occupation online submittals
- Testing updated KPI and Project Monitoring reports/dashboards

Next Meeting Focus

- Resolution of Fire Cashiering / ERP customer service discussion

CITY OF STOCKTON

BUILDING & LIFE SAFETY DIVISION

Monthly Report

March 2021

Abstract

The following is a summary of current projects and statistics based on development activity during the month of March 2021

Submitted by:
John Schweigerdt, CBO
Deputy Director

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	Fiscal Year
	$510,862,103.81
	6,392
	478
	15
	219
	25
	61,044
	656,385

		Fiscal Year
Number of Permits Finaled	679	5,090
Total Inspections Performed	2,557	20,282
Total Building Permit Fees Collected	$791,525.25	$10,548,791.91

CITY OF STOCKTON

2021 – Mar

2021_Q1