





April 19, 2024

**MEMORANDUM**

TO: Eric C. Olson, Chair  
Transportation, Infrastructure, Energy and Environment (TIEE) Committee

THRU: Joseph R. Hamlin   
Director of Budget and Policy Analysis

FROM: Alex Hirtle   
Budget and Policy Analyst

RE: Department of Permitting, Inspections and Enforcement (DPIE)  
Fiscal Year 2025 Budget Review

**Budget Overview**

The FY 2025 Proposed Budget for the Department of Permitting, Inspections and Enforcement (“DPIE” or the “Department”) is approximately \$32.3 million, representing an increase of approximately \$1.47 million, or 4.7%, over the FY 2024 Approved Budget. The increase is primarily due to revisions in the recovery rates for the Department’s Divisions based on actual operating and workflow activities supporting the Department of Environment’s Stormwater Management programs and priorities.

**Supplemental FY 2022 Budget Request**

In FY 2024 the Department does not expect to request a supplemental budget amount.

**General Fund Expenditures by Category- Actual FY 2023 to Proposed FY 2025**

Category	FY 2023 Actual	FY 2024 Approved	FY 2024 Estimated	% Change - Est vs App	FY 2025 Proposed	Change Amount	Percentage Change
Compensation	\$ 24,713,266	\$ 28,335,700	\$ 27,204,500	-4.0%	\$ 27,828,700	\$ (507,000)	-1.8%
Fringe Benefits	7,576,951	10,786,100	8,909,700	-17.4%	10,057,500	(728,600)	-6.8%
Operating Expenses	11,287,950	12,219,700	13,701,500	12.1%	12,232,500	12,800	0.1%
Sub-Total	\$ 43,578,167	\$ 51,341,500	\$ 49,815,700	-3.0%	\$ 50,118,700	\$ (1,222,800)	-2.4%
Recoveries	(15,784,567)	(20,467,500)	(19,666,300)	-3.9%	(17,787,700)	2,679,800	-13.1%
Total	\$ 27,793,600	\$ 30,874,000	\$ 30,149,400	-2.3%	\$ 32,331,000	\$ 1,457,000	4.7%

### **Compensation, Staffing and Recruitment**

- For FY 2025, compensation expenditures are budgeted at approximately \$27.8 million, and represent a decrease of \$507,000, or -1.8%, under the FY 2024 Approved Budget, primarily due to an increase in budgeted attrition and adjustments for FY 2024 salary adjustments required to support anticipated salary costs for existing staff.
- FY 2025 proposed compensation includes funding for 319 full-time employees, eight (8) personal service contracts for hearing officers, and seven (7) temporary/seasonal employees. As of March 27, 2024, there are 16 General Fund vacant positions. A listing of the vacant YTD FY 2024 positions is shown in DPIE's response to *FY 2025 First Round Budget Review Q.3, Attachment 1*.

#### **Authorized Staffing Count**

	<b>FY 2024 Approved</b>	<b>FY 2025 Proposed</b>	<b>Change Amount</b>	<b>Percentage Change</b>
Full-Time	319	319	0	0.0%
Part-Time	0	0	0	0.0%
<b>Total</b>	<b>319</b>	<b>319</b>	<b>0</b>	<b>0.0%</b>

*Source: FY 2024 DPIE Committee Report, Pg. 2, Auth. Staff Count, & FRR, pg.4, under "Proposed Staffing Levels".*

- Actual YTD overtime in FY 2024 is \$399,375, and projected to be \$546,000. Proposed FY 2025 overtime is \$502,900.
- The Agency is reporting overtime expenses in part is due to staffing shortages. However, the Department has recently recruited and hired 7 Property Standards Inspectors, Construction Standards Inspectors, Engineers, and Engineering Technicians. The Department is confident filling all current vacant positions would greatly minimize the need for overtime work and reduce the overall overtime costs within the Agency.
- DPIE's attrition rate to date for FY 2024 is reported at a monthly rate of 1%, which equates to an annual rate of 12%. This included 8 resignations, 5 normal retirements, and 1 termination. The Department's FY 2025 proposed budget reflects an annual attrition rate of 6.3%. This in part is due to the slowing economy.
- Based on exit interviews and information obtained from separating employees, the Department has taken actions to reduce attrition, including:
  - ❖ Additional collaboration with employees through meetings and other means
  - ❖ Robust training and certification opportunities
  - ❖ Surveying employees in how they like their job

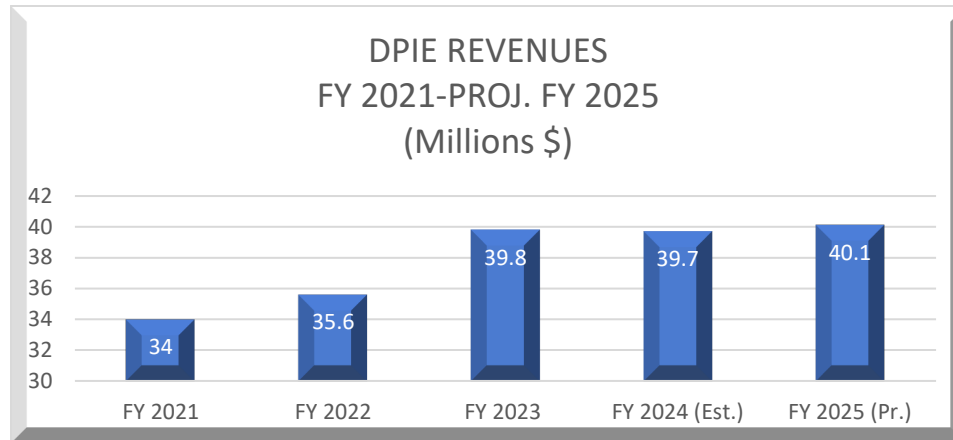
- Most employees surveyed like their job, and the Department has determined the majority of employee resignations are primarily due to low compensation. Given this, DPIE worked in collaboration with OHRM to promote twenty (20) employees across the Agency in the last 12 months in an effort to retain good employees and reduce the attrition rate.
- Additionally, the Department has filled positions in record time for FY 2024. OHRM established an 87-day timeframe initiative for the hiring process, and the Department is successfully filling positions at 78 days.
- The OHRM compensation study for the Engineering class of work to use as a guide to retain Engineers (levels I-V) and offer potential candidates with a comparable salary was updated in November 2023. A virtual town hall meeting was provided to share the general results, which would include an overview of engineering positions in other agencies such as DPW&T, DoE, and Soil Conservation. OHRM is currently waiting for legislation by the County Council to implement the findings and results of the study.

### **Fringe Benefits**

- In FY 2025, Fringe Benefit expenditures are proposed at approximately \$10.1 million, representing a decrease of \$728,600, or 6.8% under the FY 2024 approved budget level. This decrease was a result of the compensation adjustments and a lower fringe rate based on the projected cost of pension and other healthcare expenses.

### **Revenues**

- FY 2023 actual revenues were \$39.8 million, FY 2024 revenues are estimated at \$39.7 million, and FY 2025 revenues are projected at \$40.1 million. *See chart on the following page.*
- Revenue increases reflect a strengthening local economy in the aftermath of the Pandemic. This has led to increased residential and commercial construction activity in the County. Other drivers of the increase in revenues are attributed to:
  - ❖ Implementation of a 10% increase in most permit and license fees in early 2022.
  - ❖ Updating the Building Valuation Data (BVD) permit fee multipliers issued by the International Code Council (effective April 1, 2022), to ensure permit fees are based on more realistic estimates of the value of project construction costs.



*Source: First Round Responses, Page 26, Question # 48 and FY 2024 Committee Report*

### **Operating Expenses – General Fund**

- FY 2025 General Fund operating expenditures are proposed at approximately \$12.2 million, and are comprised of the following major items:
  - ❖ Operating Contracts Services \$7,696,400
  - ❖ Office Automation 2,921,500
  - ❖ Vehicle Equipment Repair/Maintenance 542,700
- The accompanying table compares the FY 2025 Proposed Budget operating expenses for the General Fund with the FY 2024 Approved Budget operating expenses. In seven (7) of the categories, the FY 2025 Proposed Budget increases planned spending from the FY 2024 approved budget level, and in five (5) categories spending is proposed to decrease. Proposed spending levels remain unchanged for five (5) categories in FY 2025 from the FY 2024 approved budget level. One (1) category does not include any funding for the FY 2024 and FY 2025 Fiscal Years and are included for the purpose of historical reference. *See table on the following page.*
- The amounts previously budgeted in FY 2021 under the line item Allowances, for the monthly stipend for each member of the Nuisance Abatement Board (\$12,000), has been moved to the Miscellaneous line item beginning in FY 2022.

General Fund Operating Objects	FY 2023 Actual	FY 2024 Approved Budget	FY 2025 Proposed	FY 2024 - FY 2025	
				\$ Change	% Change
Office Automation	\$ 2,480,900	\$ 2,673,900	\$ 2,921,500	247,600.00	9.3%
Telephone	269,265	266,900	257,800	(9,100)	-3.4%
Periodicals	7,391	15,200	15,200	-	0.0%
Miscellaneous	35,607	15,600	15,600	-	0.0%
Membership Fees	710	8,700	7,700	(1,000)	-11.5%
Office Equipment Rental/Lease	203,632	210,400	210,000	(400)	-0.2%
Gas & Oil	107,293	116,400	124,400	8,000	6.9%
General & Administrative	6,031	63,500	68,500	5,000	7.9%
Vehicle Equipment Repair/Maintenance	372,306	400,000	542,700	142,700	35.7%
Office and Operating Equipment Non-Capital	26,306	6,300	24,600	18,300	0.0%
Printing	3,598	27,500	7,300	(20,200)	-73.5%
Advertising	210	2,700	-	(2,700)	-100.0%
Interagency Charges		-	-	-	N/A
Data/Voice	1,539	2,000	2,000	-	0.0%
Operating Contract Services	7,647,780	8,086,600	7,696,400	(390,200)	0.0%
General Office Supplies	53,406	162,000	176,000	14,000	8.6%
Training	71,975	162,000	162,800	800	0.5%
<b>TOTAL</b>	<b>\$ 11,287,949</b>	<b>\$ 12,219,700</b>	<b>\$ 12,232,500</b>	<b>12,800</b>	<b>0.1%</b>

*Source: FY 2025 First Round Budget Response, Q. 20 Attachment 2*

### **Recoveries – General Fund**

- FY 2025 proposed recoveries are approximately \$17.8 million, a decrease of \$2,679,800, or - 13.1%, below the FY 2024 Approved Budget level. Per OMB, effective FY 2023, the Waste Management Enterprise Fund is no longer available for recovery.

### **Workload, Performance, and Program Management**

- The majority of the Agency’s budgetary resources are utilized for staffing, permitting and licensing, site/road plan review, building plan review, building plan review, construction standards inspections, and code enforcement activities.
- Issued approvals and permits from DPIE for recent key economic and community development projects include:

- |  |   |
|--|---|
| ❖ National Capital Business Park                                       | ❖ Use & Occupancy Permits issued for 6 new P3 schools |
| ❖ Amazon, Forestville  | ❖ Started permitting for 8 new P3 schools             |
| ❖ Target, Upper Marlboro   | ❖ College Park Baltimore Avenue- concept approvals    |
| ❖ Use & Occupancy Permit and New Permits at Hampton Mall Redevelopment | ❖ Livingston Road Warehouse- concept approvals        |
| ❖ Brandywine Multi Family  |   |
| ❖ Brightseat Tech Park- concept approvals                              |   |

The Agency is reporting the following issues in FY 2024 which have impeded planned progress, and could further inhibit FY 2025 planned program performance and operations, and possible options to address some of the issues:

- ❖ Unfunded mandates through increases in enforcement obligation under new Council Bills that challenge the Department's resource limitations and lack of adequate staffing for that class of work. An example is the Rent Stabilization Bill (CB-008-2024)- the requirements cannot be accomplished without undue hardship on the Agency due to proper staffing to investigate rent increase complaints.
  - ❖ Safety risks that Code Enforcement inspectors are experiencing while performing zoning inspections and requiring violators to comply with laws of the County. Sometimes police assistance is needed in such circumstances.
  - ❖ The hiring freeze that went into effect on March 1, 2024 will impact the Agency's ability to meet its permitting and inspection timeframes, implement succession planning, and the ability to be more responsive to customers.
  - ❖ DPIE also reported that they are waiting on legislation to support the results of the OHRM Engineers Occupational Study. This action will assist the Department in retaining staff needed to perform the functions and meet the mission of DPIE.
- The Agency is reporting that it's most important program goals and objectives for FY 2025 are:
- ❖ Implementing agency improvement strategies outlined in the Permitting and Land Use Reform recommendations.
  - ❖ Developing automated reporting and producing permit timeframes in response to Early Warning Process: Council legislation CB-084-2023.
  - ❖ Continuing the Enforcement Division's participation in the County's beautification efforts by eradicating litter, trash, and debris discarded on vacant and abandoned properties. Newly hired Property Standards Inspectors will work a modified schedule (as a pilot program) to allow for inspections and investigations up to 8pm on certain weekdays and up to 4:30pm on Saturdays.

- ❖ Adopting and implementing the ICC 2021 Building Code, with amendments, in FY 2025.
  - ❖ Training professional staff to prepare for succession to preserve institutional knowledge within the Agency.
  - ❖ Issuing small residential permits within 10 business days.
  - ❖ Using technology to improve customer service/responsiveness; improving turnaround times for permit application processing; permit plans coordination tasks and permit issuance (within 1 business day).
- The Agency is reporting that some of its current and planned partnerships include:
- ❖ Partnering with Prince George's County Fire/EMS Department (PGFD), Department of the Environment (DoE), Department of Public Works and Transportation (DPW&T), Soil Conservation District, Maryland Department of the Environment (MDOE), Maryland-National Capital Parks and Planning Commission (M-NCPPC), and Prince George's County Office of Law (OOL).
  - ❖ Conducting monthly virtual meetings with PGCPS regarding P3 projects and other County school projects.
  - ❖ Participating in virtual meetings hosted by the Economic Development Corporation (EDC) to facilitate streamlined permitting of new projects.
  - ❖ Coordinating with DPW&T on their capital improvement projects, to include but not limited to, the development of standards, bridge plan review and proposed development in the related areas.
  - ❖ Coordinating with the M-NCPPC planning, environmental, and transportation and permit divisions as part of the development plan's coordination.
  - ❖ Coordinating annually with Prince George's County Farmers Market Managers and the Public Safety Special Events Coordinating Group to advise them on temporary use& occupancy/special event permit process changes and requirements.
  - ❖ DPIE, in conjunction with OIT, has plans to expand the Momentum platform beginning in FY 2025 by creating a more user-friendly version of Momentum called Momentum Light. This new version will assist homeowners that are unfamiliar with the County's permitting process with navigating the complexities of the system.

*The full list of partnerships can be viewed on DPIE's First Round Responses, Question 25f*

- DPIE recently established permit review timeframe metrics. The following DPIE department review cycle metrics were met or exceeded:
- ❖ Building permit homeowner case reviews- 1 day
  - ❖ Building permit small job case reviews- 16 business days vs. 25-day metric

- ❖ Building permit intermediate job case reviews- 23 business days vs. 41-day metric
- ❖ Building permit large job case reviews- 45 business days vs. 50-day metric
- ❖ Site/Road Major Case Reviews- review time is 16 business days vs. 20-day metric
- ❖ Site Road Building Permit Reviews- review time is 9 business days vs. 10-day metric
- ❖ Site/Road Peer Case Review 1<sup>st</sup> Cycle- review time is 9 business days vs. 10-day metric

**The Department noted that achieving these goals still require the use of overtime hours to address the high volume of work.**

- DPIE is reporting that the voluntary and anonymous web-based Customer Satisfaction Survey shows overall service ratings of 2.4 (FY 2022), 2.4 (FY 2023), 2.5 (FY 2024 YTD), on a scale of 4, which equates to a C+ overall rating for FY 2022-2023 and which has remained a C+ or B-, depending on which source is used.
- The data DPIE reported from the 3-1-1 and CountyClick for Fiscal Year 2023 as captured in the Customer Service Reporting (CSR) System includes the following:
  - ❖ DPIE Private Property Concerns Received- 13,661
  - ❖ Service Level Agreement (SLA) Met- 6,231
  - ❖ Percentage SLA Met- 46%
- DPIE has provided details on specifics related to the implementation of certain legislation affecting the Agency as follows:
  - ❖ **Environmental Crimes** – roles and efforts to address litter and promote beautification within the County.
    - The Enforcement Division is an active member the Environmental Crimes Task Force managed by DoE. This task force has moved to the use of hidden cameras to catch illegal dumping offenders and has placed cameras in high trafficked areas and captured some offenders on camera. It is anticipated the offenders, when identified, will be prosecuted.
  - ❖ **Green Building Code Implementation** – CB-013-2018 - An Act Concerning the Zoning Ordinance.
    - The State of Maryland Building Code Administration adopted International Green Construction Code (IGCC); however, it is not mandatory for the counties to implement it. At this time, DPIE is not recommending the implementation the latest IGCC due to lack of adequate resources for this significant program.
  - ❖ **Noise Ordinance** – additional funding in the FY 2024 Budget to enforce the County’s Noise Ordinance.
    - DPIE identified, at present, approximately six noise complaint concerns



1. House parties- complaints related to house parties, and when party houses stopped their unpermitted parties, noise concerns were abated
  2. Special events- the Agency conducted numerous noise meter readings at special events within National Harbor- events were within permitted decibel levels, no violations were issued.
  3. Recycling Plant- the Agency conducted noise meter readings at a recycling plant in Cheverly, Maryland- decibel readings were within permitted levels.
  4. Other concerns, such as a barking dog, have been investigated- DoE has a process and hearing board to handle this type of concern.
- DPIE reported that they are having newly hired inspectors to work a modified schedule (as a pilot program) to allow for inspections and investigations up to 8pm on certain weekdays and up to 4:30pm on Saturdays. This will include noise concerns.
  - At present, the Agency has not issued any violation notices or fines for noise related concerns due to handling them in a quicker process, without Court intervention.
  - The Agency reported that they have no comment on devices used to monitor mobile noise (such as vehicles)- this is a police issue.
- ❖ **Short-term Rentals – CB-011-2018 An Act Concerning Short-Term Rentals.**
- The Department has provided municipalities, including the Cities and Towns of Greenbelt, Bowie, Glenarden, and Forest Heights with information on what criteria is necessary to license a short-term rental, and identify requirements for licenses.
  - The role of a DPIE inspector has changed due to increases in licensed and unlicensed properties in the County. Inspectors utilize a service named Host Compliance to search the internet for advertisements for short-term rentals. Renters without a license are issued a citation to the property owner. The Department stands by its citation process, even given the longer length of time violators are processed for correction.
  - DPIE's Enforcement Division inspects each short-term rental for property maintenance and life safety violations. As a result, there has been an increase in identifying unpermitted construction and unpermitted cooking equipment which creates life safety infractions of the County Code.
- ❖ **Regulating Tobacco and Smoke Shops – CB-009-2023; CB-031-2023; and others concerning Tobacco Shops, Electronic Cigarette Shops, or Retail Tobacco Businesses, convenience stores, etc.**
- DPIE has reviewed legislation specific to revised business hours and lighting

policies, and is ready to enforce the Bill. DPIE responds to community concerns regarding zoning code violations, and as of February 26, 2024, the Department has received approximately 15 complaints regarding tobacco shops and/or convenient stores. No violations were identified or issued.

- DPIE reports they effectively enforce the County Code regarding tobacco stores and convenience stores that sell tobacco. Numerous violation notices and Abatement Orders have been issued over the last several years to violators; many establishments were closed down for periods until coming into compliance. Upon receipt of new Council Bills, team members review them for enforcement; there may be a period of time between new Code changes and enforcement due to these amendments being placed into the Momentum system.
  - The Department acknowledges errors were made with enforcement of CB-009-2023; however, this was an anomaly. Because this was a zoning Bill and was not signed by the County Executive, DPIE did not get a copy of the Bill within the normal process, and failed to review and enforce the legislation. Measures have been made to prevent this in the future.
- ❖ **The Administrative Hearing Unit (AHU)** – Process was created in response to legislation passed by the County Council in 2017 (CB-64-2017) to allow Hearing Officers to adjudicate citations issued for code enforcement for property standards and housing violations of County code, instead of waiting for the courts to hear the cases. This process serves to expedite the current judicial process in District Court for contested or unpaid citations. Program updates include:
- DPIE has issued 1,729 citation for FY 2024 YTD, and has had 639 hearing requests. There were 823 notices of default sent, with 37 cases voided.
- ❖ **Nuisance Abatement Board** – A summary of the activities associated with the Nuisance Abatement Board are as follows:
- Received: 28 hearing requests and Held: 26 hearings (FY 2024 YTD)
  - Fines Assessed: \$25,000 and Fines Collected: \$6,000 (FY 2024 YTD)
  - Cases Appealed and Disposition: 3 (FY 2024 YTD)
- ❖ **Early Warning Process** – CB-084-2023, requires the Department to establish an early warning process for permits, outlining projected maximum times (PMT), and report annually how often PMT was exceeded:
- DPIE developed agency metrics for various groupings of permit case types several years ago. The Agency continues to develop automated methods of reporting on actual timeframes for permitting processing.
  - DPIE recommends that the total permit timeframes for agency versus applicant should be measured and reported.

- The Agency is exploring the possibility of technology upgrades to automate warning signs for long delays by applicants or DPIE.

*The Agency's total timeframes by category can be viewed on the Department's First Round Response, Page 26, Question 46.*

- **Clean Lot Program** – The Agency is reporting that the number of properties under enforcement in FY 2023 as part of the Clean Lot Program was 339, of which 23 were owner occupied; estimated number of properties it will be monitor in FY 2024 will be 375 vacant properties, 50 of which will be owner occupied properties. The number of properties in FY 2025 is projected to rise to 350 vacant properties, with 60 being owner occupied. Projected cost for FY 2025 is \$1.7 million, with liens of \$1.7 million. Estimated costs for FY 2024 are \$1.6 million, with liens estimate of \$1.3 million. Actual FY 2023 funding for the Clean Lot Program was approximately \$1.5 million, with liens of \$418,416.

### **Permitting and Plan Reviews**

- Staffing in FY 2025 is projected to increase to 115 from a current complement of 106.
- The number of permits processed in FY 2024 to date is 30,968, and the estimated number in FY 2025 is 48,000. The number of permits issued in FY 2024 to date is 27,038, and the estimated number in FY 2025 is 45,000. The amount of permit fees collected in FY 2024 to date is \$39.7 million, and the FY 2025 estimate is \$40.1 million.
- Certified peer review firms and 3<sup>rd</sup> party inspection companies are utilized to complement the Department's staff in permit and review functions. The Department's projections for utilizing these contractors in FY 2025 are 470 for building and 2,500 for solar.

*Additional data on these contractors are included in the First Round Responses, Page 27, Question # 49.*

- Site/Road, fire system, and commercial/residential plan reviews are estimated to decrease to a combined total of 55,500 in FY 2025 from a total of 58,352 in FY 2023. FY 2024 YTD plans reviewed total 42,579.
- The Department reported that the average timeframes for every category in FY 2024 YTD for permitting and plan review (with and without peer review where applicable) were equal to or less than the FY 2023 Actual average timeframes.

*To view the complete list, please refer to DPIE's First Round Responses, Page 25, Question 45.*

- The Department reported that they have implemented the Virtual Permit Center (walkthrough) process for homeowners building permits for residential modifications; a Site Road Infill Team was also established to process single lot residential infill permits. Additionally, the Agency has established a dedicated Business Development Section to work with small business owners and aspiring entrepreneurs on application requirements, permits, licenses, inspections, fees, and code-related questions.

## Building Inspections

- The Agency is reporting the following:
  - ❖ Number of complaints received regarding the Building Inspections function: 165 (FY 2023 Actual); 114 (FY 2024 YTD); 200 (FY 2025 Estimated)
  - ❖ Number of Building Inspections conducted: 203,835 (FY 2023 Actual); 119,628 (FY 2024 YTD); 210,000 (FY 2025 Estimated)
  - ❖ Fines outstanding are as follows: \$643,358 (FY 2023); \$384,616 (FY 2024 YTD); \$700,000 (FY 2025 Estimated)

*For the full data chart regarding Building Inspection functions, please review the First Round Responses, Page 22, Question 39.*

- The Department noted that Unpermitted Construction activity is being addressed by staff. Extended hours may allow for more enhanced enforcement. This type of violation is identified and documented in PGC311 and investigated by staff, but no data was provided.

## Enforcement

- The *table below* addresses the Enforcement Division's fines from property standards inspections, and shows that staffing levels have increased since FY 2023 from 65, to 66 in FY 2024 (YTD) and is proposed at 70 in FY 2025.

Category	FY 2023 (Actual)	FY 2024 (YTD)	FY 2025 (Estimated)
# of Staff	65	66	70
# of Complaints Received	12,933	13,500	13,500
# Inspections Conducted	19,820	21,000	21,000
# Violations Issued	5,459	6,750	7,000
\$ of Fines Issued	\$307,200	\$330,000	\$400,000
\$ of Fines Collected	\$419,500	\$430,000	\$475,000
Fines Outstanding	\$726,700	\$760,000	\$875,000

*Fines Collected row includes total amounts collected that fiscal year from past year accounts.*

- DPIE reports that the Enforcement Division staff inspects both residential and commercial properties to ensure compliance with applicable property standards, codes, and zoning ordinances. The interiors of single-family and multi-family rental units are inspected by code enforcement inspectors with continued emphasis on senior living facilities.
- Once DPIE issues a citation, payment must go through the Office of Finance. Debt collection is not handled by the Department.

### **Vehicles, Equipment and Information Technology (IT)**

- The Agency reports that 22 vehicles out of 161, or 13.66% of its fleet, have met the replacement criteria of exceeding 100,000 miles and/or 10 years in service. For FY 2025, 22 vehicles out of 175 are projected to be eligible for replacement.
- Proposed FY 2025 Equipment funding is approximately \$50,000 for purchasing mobile printers for inspectors.

	Description (Types and quantity of equipment purchased)	FY 2024 Equipment Cost (Purchased to date)	FY 2024 Equipment Cost (Planned to be purchased)	FY 2025 Equipment Cost (Proposed to be purchased)	Purpose for Request
	Equipment				
1	Mobile Printers	-	\$50,000	\$50,000	Mobile Printers for Inspectors
	<b>Total</b>	<b>\$0</b>	<b>\$50,000</b>	<b>\$50,000</b>	

#### ▪ *IT Initiatives*

The Department's goal of digital transformation includes Momentum, the County's licensing, permitting, inspections, and enforcement system, as well as the suite of transparency tools that enable customers to the status of their permit, the occurrence of illegal construction, and view plans using an address, all from DPIE's website. The Department will continue to update, upgrade, and expand services digitally, including new versions that are more user-friendly for residential and other types of permits. *See table below for total projected costs and proposed FY 2025 funding for this system.*

Project Name	Summary of Project Purpose and Benefits	Year Initiated	Estimated Completion Date	Total Project Cost	Amount of funding spent to date	Proposed FY 2025 Funding Amount
Configuration/Migration to PLS/ePlan Integration	IT Services (Upgrades & Licenses)	FY 2024	FY 2025	\$304,400	\$0	\$304,400