

Building and Inspection Division Audit Follow-Up

Objective

Determine if City management implemented the four recommendations made in an earlier report, Building and Inspection Division Audit (Project# 2017-11).

What Was Found

Prior Recommendation #1: Management should implement a consistent follow-up procedure for expired permits and require written notice of canceled permits

Status: Partially Implemented Management worked with the Information Technology Department to create various monitoring reports; however, due to staffing shortages, the COVID-19 pandemic and the December 2021 tornado, procedures implemented are not consistent to ensure review and follow-up for expired permits. Canceled permits should have some sort of written documentation, but that requirement is not formal or enforced per management.

Prior Recommendation #2: Management should work together to create a system that ensures that all City construction projects are permitted and inspected as required.

Status: Partially Implemented There is no formal system for ensuring that all City construction projects are permitted and inspected, but increased staff experience and coordination of projects has improved the overall process for construction projects. Work performed by the City's in house electricians and other skilled tradesmen should be improved to ensure appropriate permits and inspections are performed when new construction or electrical work is performed.

Prior Recommendation #3: Management should evaluate re-inspection fees. They are rarely used in practice, only applicable to electrical permits and the fee is so nominal that is its not a deterrent to the contractors.

Status: Not Implemented No revisions have occurred to the re-inspection fees for electrical and no fees apply to building permits.

Prior Recommendation #4: Management should review current overall fee structure and update as necessary.

Status: Not Implemented There has not been an update to the fee structure since the original audit.