

## 33 Codes Administration - At A Glance

**Mission** The mission of the Department of Codes & Building Safety is to provide permit, inspection, enforcement, and information products to the Nashville community so they can experience safe buildings and improved quality of life.

### Budget Summary

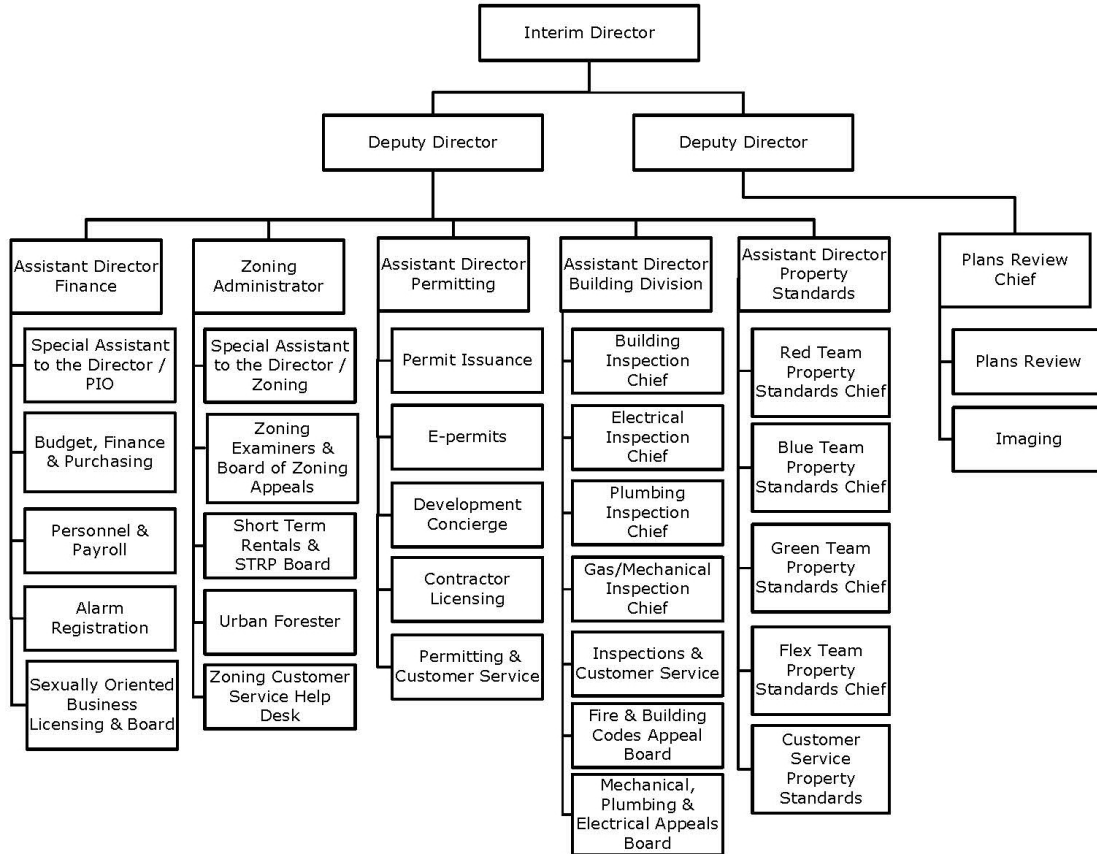
	<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>
<b>Expenditures and Transfers:</b>			
GSD General Fund	\$13,330,100	\$15,675,500	\$19,105,900
Special Purpose Fund	275,000	275,000	275,000
<b>Total Expenditures and Transfers</b>	<u>\$13,605,100</u>	<u>\$15,950,500</u>	<u>\$19,380,900</u>
<b>Revenue and Transfers:</b>			
Program Revenue			
Charges, Commissions, and Fees	\$2,976,400	\$3,435,900	\$2,987,500
Other Governments and Agencies	0	0	0
Other Program Revenue	0	0	0
Total Program Revenue	<u>\$2,976,400</u>	<u>\$3,435,900</u>	<u>\$2,987,500</u>
Non-Program Revenue			
Transfers from Other Funds and Units	\$23,132,300	\$27,737,200	\$30,088,600
	0	0	0
<b>Total Revenue and Transfers</b>	<u>\$26,108,700</u>	<u>\$31,173,100</u>	<u>\$33,076,100</u>
<b>Expenditures per Capita</b>	\$19.34	\$22.52	\$27.19

<b>Position</b> Total Budgeted Positions	126	161	169
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# 33 Codes Administration – At A Glance

## Organizational Structure



## Programs

### Administrative

Administrative  
Non-allocated Financial Transactions

### Alarm Registration

Alarm Registration

### Better Neighborhoods

Better Neighborhoods

### Building Safety

Building Safety

### Code Enforcement Notification

Code Enforcement Notification

### Construction and Land Use

Construction and Land Use

### Information Services

Board Support Services  
Information Sharing

# 33 Codes Administration - At a Glance

## Budget Changes and Impact Highlights

Recommendation				Impact
<b>Additional Salary Funding</b>				
Salary and Fringe	GSD	\$1,528,400		Remaining funding from positions and improvements made in fiscal 2023.
Salary and Fringe	GSD	33,600		Funding for cost of living increase and fringe expenses for CityWorks Data Analyst.
<b>Property Standards Inspections</b>				
Salary, Fringe, and Supplies	GSD	513,300 6.00 FTEs		Six additional Property Standards Inspectors to increase neighborhood inspections and increase community awareness. Includes funding for for updated multilingual educational materials.
Salary, Fringe, and Supplies	GSD	171,100 2.00 FTEs		Two additional Property Standards inspectors dedicated to response to constituent noise reports, data gathering, citations and court participation. The response will improve quality of life in residential neighborhoods.
<b>Vehicle Rental</b>				
Rental Costs	GSD	38,400		Annual rental increase for inspection vehicles.
<b>Non-allocated Financial Transactions</b>				
Salary Adjustment	GSD	20,000		Reinstatement of salary funding removed during FY23 via resolution RS2022-1734.
Internal Service Charges*	GSD	289,000		Delivery of centrally provided services including information systems, fleet management, radio, and surplus property.
Pay Plan Allocation	GSD	836,600		Supports the hiring and retention of a qualified workforce.
<b>General Services District Total</b>		\$3,430,400 8.00 FTEs		
<b>TOTAL</b>		<b>\$3,430,400</b> <b>8.00 FTEs</b>		

GSD - General Services District

\* See Internal Service Charges section for details

## 33 Codes Administration - Financial

<b>GSD General Fund</b>						
	<b>FY2022 Budget</b>	<b>FY2022 Actual</b>	<b>FY2023 Budget</b>	<b>FY2024 Budget</b>	<b>FY23-FY24 Difference</b>	<b>FY23-FY24 % Change</b>
<b>OPERATING EXPENSE:</b>						
PERSONNEL SERVICES	10,543,200	9,794,257	12,667,300	15,760,600	3,093,300	24.42%
OTHER SERVICES:						
Utilities	0	0	0	0	0	0.00%
Professional & Purchased Services	323,900	358,704	333,900	252,200	(81,700)	-24.47%
Travel Tuition and Dues	29,900	22,892	33,900	41,400	7,500	22.12%
Communications	164,700	173,079	184,900	198,600	13,700	7.41%
Repairs and Maintenance Services	3,000	21,504	3,000	3,000	0	0.00%
Internal Service Fees	1,236,700	1,236,700	1,324,400	1,613,400	289,000	21.82%
Other Expense	1,028,700	799,520	1,128,100	1,236,700	108,600	9.63%
<b>TOTAL OTHER SERVICES</b>	<b>2,786,900</b>	<b>2,612,398</b>	<b>3,008,200</b>	<b>3,345,300</b>	<b>337,100</b>	<b>11.21%</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>13,330,100</b>	<b>12,406,655</b>	<b>15,675,500</b>	<b>19,105,900</b>	<b>3,430,400</b>	<b>21.88%</b>
<b>TRANSFERS TO OTHER FUNDS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>TOTAL EXPENSES &amp; TRANSFERS</b>	<b>13,330,100</b>	<b>12,406,655</b>	<b>15,675,500</b>	<b>19,105,900</b>	<b>3,430,400</b>	<b>21.88%</b>
<b>PROGRAM REVENUE:</b>						
Charges, Commissions, & Fees	2,701,400	2,588,365	3,160,900	2,712,500	(448,400)	-14.19%
Federal (Direct & Pass Through)	0	0	0	0	0	0.00%
State Direct	0	0	0	0	0	0.00%
Other Government Agencies	0	0	0	0	0	0.00%
Other Program Revenue	0	0	0	0	0	0.00%
<b>TOTAL PROGRAM REVENUE</b>	<b>2,701,400</b>	<b>2,588,365</b>	<b>3,160,900</b>	<b>2,712,500</b>	<b>(448,400)</b>	<b>-14.19%</b>
<b>NON-PROGRAM REVENUE:</b>						
Property Taxes	0	0	0	0	0	0.00%
Local Option Sales Tax	0	0	0	0	0	0.00%
Other Tax, Licenses & Permits	23,126,300	29,791,007	27,731,200	30,088,500	2,357,300	8.50%
Fines, Forfeits & Penalties	6,000	0	6,000	100	(5,900)	-98.33%
Compensation from Property	0	0	0	0	0	0.00%
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>23,132,300</b>	<b>29,791,007</b>	<b>27,737,200</b>	<b>30,088,600</b>	<b>2,351,400</b>	<b>8.48%</b>
<b>TRANSFERS FROM OTHER FUNDS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>TOTAL REVENUE &amp; TRANSFERS</b>	<b>25,833,700</b>	<b>32,379,371</b>	<b>30,898,100</b>	<b>32,801,100</b>	<b>1,903,000</b>	<b>6.16%</b>
Expenditures Per Capita	\$18.95	\$17.64	\$22.14	\$26.80	\$4.66	21.05%

## 33 Codes Administration - Financial

### Special Purpose Fund

	FY2022 Budget	FY2022 Actual	FY2023 Budget	FY2024 Budget	FY23-FY24 Difference	FY23-FY24 % Change
<b>OPERATING EXPENSE:</b>						
PERSONNEL SERVICES	0	0	0	0	0	0.00%
OTHER SERVICES:						
Utilities	0	0	0	0	0	0.00%
Professional & Purchased Services	275,000	134,207	275,000	275,000	0	0.00%
Travel Tuition and Dues	0	0	0	0	0	0.00%
Communications	0	0	0	0	0	0.00%
Repairs and Maintenance Services	0	0	0	0	0	0.00%
Internal Service Fees	0	0	0	0	0	0.00%
Other Expense	0	295	0	0	0	0.00%
<b>TOTAL OTHER SERVICES</b>	<b>275,000</b>	<b>134,502</b>	<b>275,000</b>	<b>275,000</b>	<b>0</b>	<b>0.00%</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>275,000</b>	<b>134,502</b>	<b>275,000</b>	<b>275,000</b>	<b>0</b>	<b>0.00%</b>
<b>TRANSFERS TO OTHER FUNDS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>TOTAL EXPENSES &amp; TRANSFERS</b>	<b>275,000</b>	<b>134,502</b>	<b>275,000</b>	<b>275,000</b>	<b>0</b>	<b>0.00%</b>
<b>PROGRAM REVENUE:</b>						
Charges, Commissions, & Fees	275,000	81,082	275,000	275,000	0	0.00%
Federal (Direct & Pass Through)	0	0	0	0	0	0.00%
State Direct	0	0	0	0	0	0.00%
Other Government Agencies	0	0	0	0	0	0.00%
Other Program Revenue	0	0	0	0	0	0.00%
<b>TOTAL PROGRAM REVENUE</b>	<b>275,000</b>	<b>81,082</b>	<b>275,000</b>	<b>275,000</b>	<b>0</b>	<b>0.00%</b>
<b>NON-PROGRAM REVENUE:</b>						
Property Taxes	0	0	0	0	0	0.00%
Local Option Sales Tax	0	0	0	0	0	0.00%
Other Tax, Licenses & Permits	0	0	0	0	0	0.00%
Fines, Forfeits & Penalties	0	0	0	0	0	0.00%
Compensation from Property	0	0	0	0	0	0.00%
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>TRANSFERS FROM OTHER FUNDS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>TOTAL REVENUE &amp; TRANSFERS</b>	<b>275,000</b>	<b>81,082</b>	<b>275,000</b>	<b>275,000</b>	<b>0</b>	<b>0.00%</b>
Expenditures Per Capita	\$0.39	\$0.19	\$0.39	\$0.39	\$0.00	0.00%

### 33 Codes Administration - Financial

Title	Grade	Class	FY2022		FY2023		FY2024		Variance	
			Budgeted Pos.	Budgeted FTE	Budgeted Pos.	Budgeted FTE	Budgeted Pos.	Budgeted FTE	Pos.	FTE
<b>GSD General 10101</b>										
Administrative Services Manager	OR07	07242	4	4.00	4	4.00	4	4.00	0	0.00
Administrative Services Officer 2	OR01	07243	7	7.00	16	16.00	16	16.00	0	0.00
Administrative Services Officer 3	OR03	07244	3	3.00	3	3.00	3	3.00	0	0.00
Administrative Services Officer 4	OR05	07245	6	6.00	6	6.00	6	6.00	0	0.00
Building Inspection Chief	OR05	06811	1	1.00	1	1.00	1	1.00	0	0.00
Building Inspector 1	ST09	06810	10	10.00	11	11.00	11	11.00	0	0.00
Building Inspector 2	ST10	07254	2	2.00	2	2.00	2	2.00	0	0.00
Codes Administration Assistant Director	OR11	07081	3	3.00	4	4.00	4	4.00	0	0.00
Codes Administration Director	DP02	01540	1	1.00	1	1.00	1	1.00	0	0.00
Combination Codes Inspector	ST11	10459	1	1.00	1	1.00	1	1.00	0	0.00
Customer Service Supervisor	ST11	06598	1	1.00	0	0.00	0	0.00	0	0.00
Deputy Director	OR13	10948	2	2.00	2	2.00	2	2.00	0	0.00
Electrical Inspection Chief	OR05	06822	1	1.00	1	1.00	1	1.00	0	0.00
Electrical Inspector 1	ST09	06821	8	8.00	11	11.00	11	11.00	0	0.00
Electrical Inspector 2	ST10	07290	1	1.00	2	2.00	2	2.00	0	0.00
Engineer 2	OR08	07295	0	0.00	1	1.00	1	1.00	0	0.00
Finance Manager	OR10	06232	1	1.00	0	0.00	0	0.00	0	0.00
Mechanical/Gas Inspection Chief	OR05	06912	1	1.00	1	1.00	1	1.00	0	0.00
Mechanical/Gas Inspector 1	ST09	06910	8	8.00	11	11.00	11	11.00	0	0.00
Mechanical/Gas Inspector 2	ST10	07331	1	1.00	2	2.00	2	2.00	0	0.00
Metropolitan Zoning Administrator	OR11	06738	1	1.00	1	1.00	1	1.00	0	0.00
Office Support Rep Senior	ST06	11041	7	7.00	0	0.00	0	0.00	0	0.00
Office Support Specialist 1	ST07	10123	1	1.00	1	1.00	1	1.00	0	0.00
Office Support Specialist 2	ST08	10124	2	2.00	2	2.00	2	2.00	0	0.00
Plans Examiner 2	OR06	04702	5	5.00	8	8.00	8	8.00	0	0.00
Plumbing Inspection Chief	OR05	06870	1	1.00	1	1.00	1	1.00	0	0.00
Plumbing Inspector 1	ST09	06868	8	8.00	11	11.00	11	11.00	0	0.00
Program Manager 1	OR04	07376	2	2.00	2	2.00	2	2.00	0	0.00
Property Standards Inspections Chief	OR05	06542	2	2.00	3	3.00	3	3.00	0	0.00
Property Standards Inspector 1	ST09	06922	20	19.50	25	25.00	33	33.00	8	8.00
Property Standards Inspector 2	ST10	07422	2	2.00	1	1.00	1	1.00	0	0.00
Seasonal/Part-time/Temporary	NS	09020	2	1.20	2	0.70	2	0.70	0	0.00
Short Term Rental Inspection Chief	OR05	11197	0	0.00	1	1.00	1	1.00	0	0.00
Short Term Rental Inspector	ST11	11198	0	0.00	4	4.00	4	4.00	0	0.00
Special Assistant to the Director	OR07	05945	1	1.00	2	2.00	2	2.00	0	0.00
Technical Specialist 2	OR06	07757	1	1.00	1	1.00	1	1.00	0	0.00
Urban Forester	ST11	06902	1	1.00	4	4.00	4	4.00	0	0.00
Zoning Examiner	ST11	07421	8	8.00	12	12.00	12	12.00	0	0.00
<b>10101 Total Positions &amp; FTEs</b>			<b>126</b>	<b>124.70</b>	<b>161</b>	<b>159.70</b>	<b>169</b>	<b>167.70</b>	<b>8</b>	<b>8.00</b>

<b>Department Totals</b>			<b>126</b>	<b>124.70</b>	<b>161</b>	<b>159.70</b>	<b>169</b>	<b>167.70</b>	<b>8</b>	<b>8.00</b>
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