

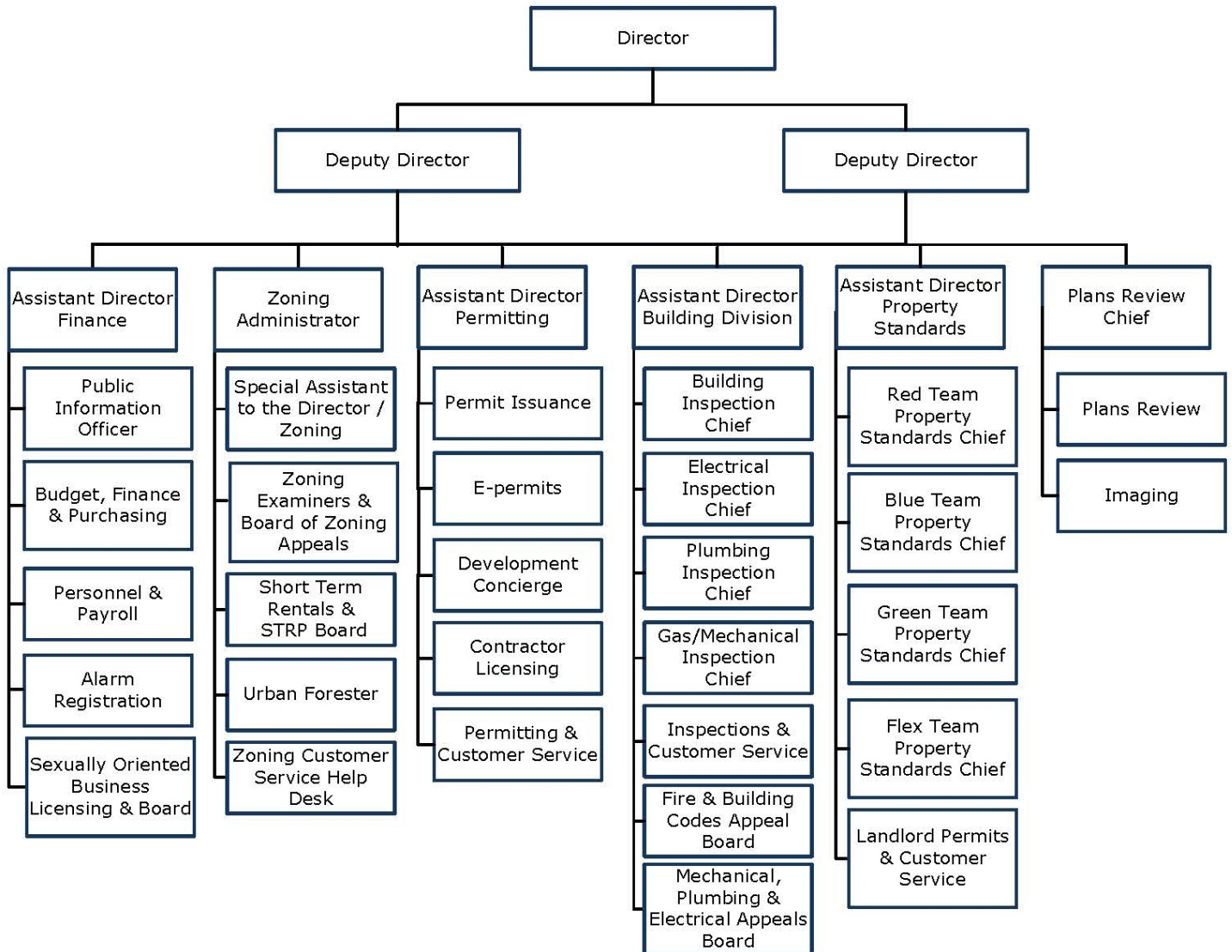
## 33 Codes Administration - At A Glance

<b>Mission</b>	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.		
<b>Budget Summary</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>
<b>Expenditures and Transfers:</b>			
GSD General Fund	\$15,675,500	\$19,105,900	\$19,105,900
Special Purpose Fund	275,000	275,000	275,000
<b>Total Expenditures and Transfers</b>	<b>\$15,950,500</b>	<b>\$19,380,900</b>	<b>\$19,380,900</b>
<b>Revenue and Transfers:</b>			
Program Revenue			
Charges, Commissions, and Fees	\$3,435,900	\$2,987,500	\$3,094,700
Other Governments and Agencies	0	0	0
Other Program Revenue	0	0	0
Total Program Revenue	\$3,435,900	\$2,987,500	\$3,094,700
Non-Program Revenue	\$27,737,200	\$30,088,600	\$30,070,900
Transfers from Other Funds and Units	0	0	0
<b>Total Revenue and Transfers</b>	<b>\$31,173,100</b>	<b>\$33,076,100</b>	<b>\$33,165,600</b>
<b>Expenditures per Capita</b>	\$22.55	\$27.21	\$26.98
<b>Position</b>	Total Budgeted Positions	161	166
<b>Contacts</b>	Director: Bill Herbert Deputy Director: Byron Hall Assistant Director- Finance & Admin: Alicia Swann		email: bill.herbert@nashville.gov email: byron.hall@nashville.gov email: alicia.swann@nashville.gov
	800 President Ronald Reagan Way, 3rd Floor 37210	Phone: 615-862-6500	

This organization received a status quo budget for FY2025

# 33 Codes Administration – At A Glance

## Organizational Structure



## 33 Codes Administration - Financial

<b>GSD General Fund</b>						
	<b>FY2023 Budget</b>	<b>FY2023 Actual</b>	<b>FY2024 Budget</b>	<b>FY2025 Budget</b>	<b>FY24-FY25 Difference</b>	<b>FY24-FY25 % Change</b>
<b>OPERATING EXPENSE:</b>						
PERSONNEL SERVICES	12,667,300	11,043,518	15,760,600	15,760,600	0	0.00%
OTHER SERVICES:						
Utilities	0	0	0	0	0	0.00%
Professional & Purchased Services	333,900	291,767	252,200	252,200	0	0.00%
Travel Tuition and Dues	33,900	24,198	41,400	41,400	0	0.00%
Communications	184,900	161,597	198,600	198,600	0	0.00%
Repairs and Maintenance Services	3,000	14,173	3,000	3,000	0	0.00%
Internal Service Fees	1,324,400	1,324,400	1,613,400	1,613,400	0	0.00%
Other Expense	1,128,100	1,034,624	1,236,700	1,236,700	0	0.00%
TOTAL OTHER SERVICES	3,008,200	2,850,758	3,345,300	3,345,300	0	0.00%
<b>TOTAL OPERATING EXPENSES</b>	<b>15,675,500</b>	<b>13,894,276</b>	<b>19,105,900</b>	<b>19,105,900</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>15,675,500</b>	<b>13,894,276</b>	<b>19,105,900</b>	<b>19,105,900</b>	<b>0</b>	<b>0.00%</b>
<b>PROGRAM REVENUE:</b>						
Charges, Commissions, & Fees	3,160,900	2,800,367	2,712,500	2,819,700	107,200	3.95%
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>3,160,900</b>	<b>2,800,367</b>	<b>2,712,500</b>	<b>2,819,700</b>	<b>107,200</b>	<b>3.95%</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	27,731,200	33,640,860	30,088,500	30,070,900	(17,600)	-0.06%
Fines, Forfeits & Penalties	6,000	0	100	0	(100)	-100.00%
Compensation from Property	0	0	0	0	0	0.00%
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>27,737,200</b>	<b>33,640,860</b>	<b>30,088,600</b>	<b>30,070,900</b>	<b>(17,700)</b>	<b>-0.06%</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>30,898,100</b>	<b>36,441,227</b>	<b>32,801,100</b>	<b>32,890,600</b>	<b>89,500</b>	<b>0.27%</b>
Expenditures Per Capita	\$22.16	\$19.64	\$26.82	\$26.60	(\$0.22)	-0.82%

## 33 Codes Administration - Financial

### Special Purpose Fund

	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2025 Budget	FY24-FY25 Difference	FY24-FY25 % 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	179,620	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	0	0	0	0	0.00%
<b>TOTAL OTHER SERVICES</b>	<b>275,000</b>	<b>179,620</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>179,620</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>179,620</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	81,274	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	68,129	0	0	0	0.00%
<b>TOTAL PROGRAM REVENUE</b>	<b>275,000</b>	<b>149,403</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>149,403</b>	<b>275,000</b>	<b>275,000</b>	<b>0</b>	<b>0.00%</b>
Expenditures Per Capita	\$0.39	\$0.25	\$0.39	\$0.38	(\$0.01)	-2.56%

### 33 Codes Administration - Financial

Title	Grade	Class	FY2023		FY2024		FY2025		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	16	16.00	14	14.00	14	14.00	0	0.00
Administrative Services Officer 3	OR03	07244	3	3.00	10	10.00	10	10.00	0	0.00
Administrative Services Officer 4	OR05	07245	6	6.00	7	7.00	7	7.00	0	0.00
Building Inspection Chief	OR07	06811	1	1.00	1	1.00	1	1.00	0	0.00
Building Inspector 1	ST09	06810	11	11.00	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	4	4.00	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
Deputy Director	OR13	10948	2	2.00	2	2.00	2	2.00	0	0.00
Electrical Inspection Chief	OR07	06822	1	1.00	1	1.00	1	1.00	0	0.00
Electrical Inspector 1	ST09	06821	11	11.00	11	11.00	11	11.00	0	0.00
Electrical Inspector 2	ST10	07290	2	2.00	1	1.00	1	1.00	0	0.00
Engineer 2	OR08	07295	1	1.00	0	0.00	0	0.00	0	0.00
Mechanical/Gas Inspection Chief	OR07	06912	1	1.00	1	1.00	1	1.00	0	0.00
Mechanical/Gas Inspector 1	ST09	06910	11	11.00	11	11.00	11	11.00	0	0.00
Mechanical/Gas Inspector 2	ST10	07331	2	2.00	1	1.00	1	1.00	0	0.00
Metropolitan Zoning Administrator	OR11	06738	1	1.00	1	1.00	1	1.00	0	0.00
Office Support Specialist 1	ST07	10123	1	1.00	0	0.00	0	0.00	0	0.00
Office Support Specialist 2	ST08	10124	2	2.00	0	0.00	0	0.00	0	0.00
Paralegal	ST10	07343	0	0.00	1	1.00	1	1.00	0	0.00
Plans Examiner 2	OR06	04702	8	8.00	6	6.00	6	6.00	0	0.00
Plans Examiner Chief	OR07	06141	0	0.00	1	1.00	1	1.00	0	0.00
Plumbing Inspection Chief	OR07	06870	1	1.00	1	1.00	1	1.00	0	0.00
Plumbing Inspector 1	ST09	06868	11	11.00	9	9.00	9	9.00	0	0.00
Plumbing Inspector 2	ST10	07348	0	0.00	1	1.00	1	1.00	0	0.00
Program Manager 1	OR04	07376	2	2.00	0	0.00	0	0.00	0	0.00
Property Standards Inspections Chief	OR07	06542	3	3.00	4	4.00	4	4.00	0	0.00
Property Standards Inspector 1	ST09	06922	25	25.00	36	36.00	36	36.00	0	0.00
Property Standards Inspector 2	ST10	07422	1	1.00	3	3.00	3	3.00	0	0.00
Public Information Manager	OR09	11267	0	0.00	1	1.00	1	1.00	0	0.00
Seasonal/Part-time/Temporary	NS	09020	2	0.70	1	0.50	1	0.50	0	0.00
Short Term Rental Inspection Chief	OR07	11197	1	1.00	1	1.00	1	1.00	0	0.00
Short Term Rental Inspector	ST11	11198	4	4.00	4	4.00	4	4.00	0	0.00
Special Assistant to the Director	OR07	05945	2	2.00	1	1.00	1	1.00	0	0.00
Technical Specialist 2	OR06	07757	1	1.00	1	1.00	1	1.00	0	0.00
Urban Forester	OR05	06902	4	4.00	4	4.00	4	4.00	0	0.00
Zoning Examiner	ST11	07421	12	12.00	7	7.00	7	7.00	0	0.00
<b>10101 Total Positions &amp; FTEs</b>			<b>161</b>	<b>159.70</b>	<b>166</b>	<b>165.50</b>	<b>166</b>	<b>165.50</b>	<b>0</b>	<b>0.00</b>
<b>Department Totals</b>			<b>161</b>	<b>159.70</b>	<b>166</b>	<b>165.50</b>	<b>166</b>	<b>165.50</b>	<b>0</b>	<b>0.00</b>

# 33 Codes Administration

## Program Purpose Statements

### Administrative Line of Business

#### Administrative Program

The purpose of the Administrative Program is to provide administrative support service products to the Codes Department so it can efficiently and effectively deliver results for customers.

### Construction and Land Use Line of Business

#### Construction and Land Use Program

The purpose of the Construction and Land Use Program is to provide licensing and permitting products to applicants (property owners, contractors, tenants) so they can proceed to do business in Davidson County in a timely manner.

### Code Enforcement Notification Line of Business

#### Code Enforcement Notification Program

The purpose of the Code Enforcement Notification Program is to provide notice and information products to code violators so they can correct violations and avoid penalties.

### Building Safety Line of Business

#### Building Safety Program

The purpose of the Building Safety Program is to provide building, plumbing, electrical, mechanical inspections and plan review products to building owners and contractors so residents and visitors to Nashville can experience Code compliant buildings.

### Better Neighborhoods Line of Business

#### Better Neighborhoods Program

The purpose of the Better Neighborhoods Program is to provide property standards and zoning inspection products to neighborhood residents so they can experience a better place to live, work and play.

### Alarm Registration Line of Business

#### Alarm Registration Program

The purpose of the Alarm Registration Program is to provide residential and commercial alarm system registration and permitting products to alarm users in Metro Nashville that will aid citizen compliance with the laws of the Metro Government and support the city's public safety personnel in monitoring and responding to alarm activations.

### Information Services Line of Business

#### Board Support Services Program

The purpose of the Board Support Services Program is to provide case preparation and presentation products to appeal boards so they can have timely and accurate information.

#### Information Sharing Program

The purpose of the Information Sharing Program is to provide reporting, reference and consultation products to public officials and individuals seeking information so they can have their service requests addressed in a timely manner.