

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

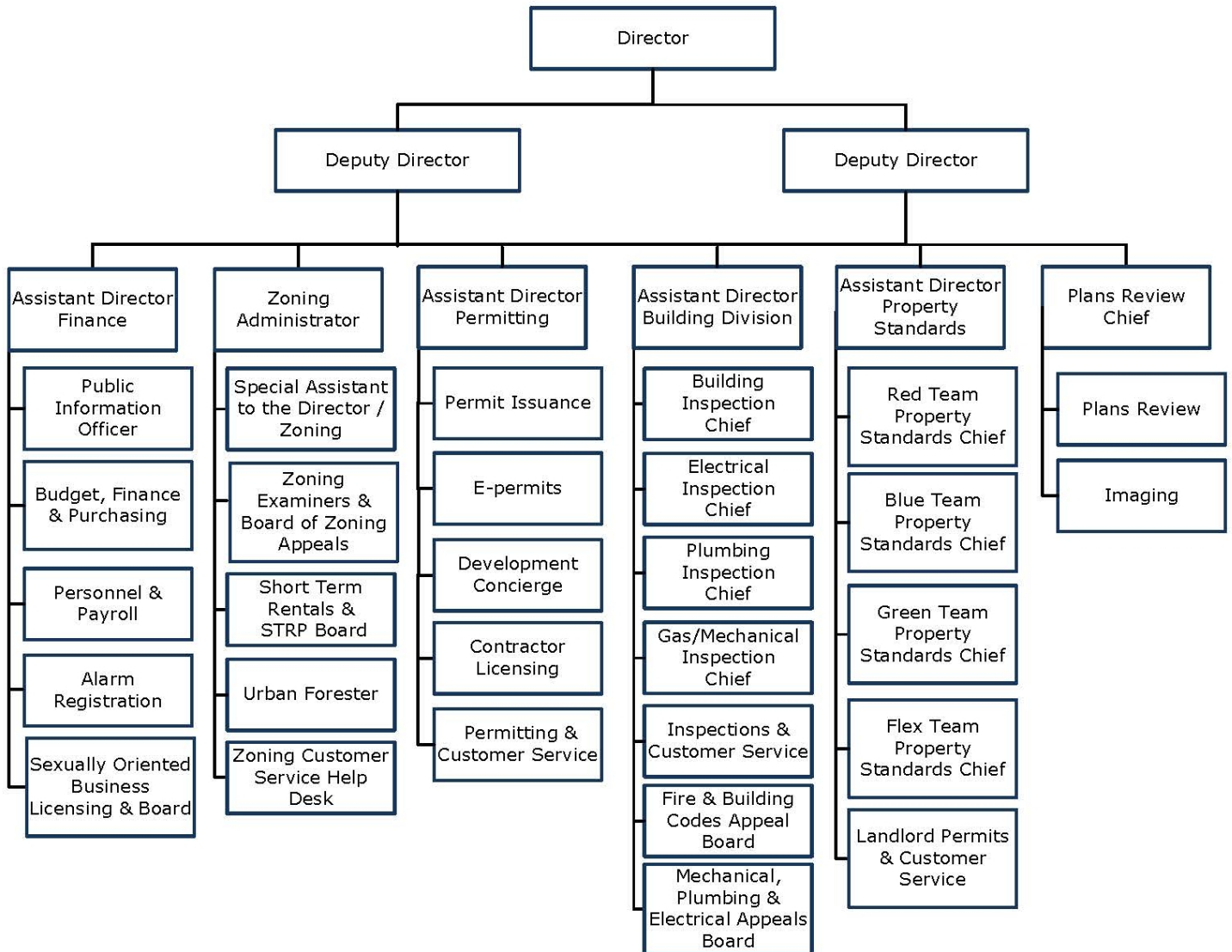
	<u>2022-23</u>	<u>2023-24</u>	<u>2024-25</u>
Expenditures and Transfers:			
GSD General Fund	\$15,675,500	\$19,105,900	\$19,656,000
Special Purpose Fund	275,000	275,000	275,000
Total Expenditures and Transfers	<u>\$15,950,500</u>	<u>\$19,380,900</u>	<u>\$19,931,000</u>
Revenue and Transfers:			
Program 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	<u>\$3,435,900</u>	<u>\$2,987,500</u>	<u>\$3,094,700</u>
Non-Program Revenue			
Transfers from Other Funds and Units	\$27,737,200	\$30,088,600	\$30,070,900
	0	0	0
Total Revenue and Transfers	<u>\$31,173,100</u>	<u>\$33,076,100</u>	<u>\$33,165,600</u>
Expenditures per Capita	\$22.55	\$27.21	\$27.75

Position Total Budgeted Positions	161	166	166
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33 Codes Administration – At A Glance

Organizational Structure



33 Codes Administration - At a Glance

Budget Changes and Impact Highlights

Recommendation			Impact
Non-allocated Financial Transactions			
Internal Service Charges*	GSD	(\$160,500)	Delivery of centrally provided services including information systems, fleet management, radio, and surplus property.
Pay Plan Allocation	GSD	980,000	Supports the hiring and retention of a qualified workforce.
Budget Adjustment Savings	GSD	(269,400)	Agency’s share of 1.41% Budget Adjustment Savings.
General Services District Total		\$550,100	
TOTAL		\$550,100	

GSD - General Services District
 * See Internal Service Charges section for details

33 Codes Administration - Financial

GSD General Fund						
	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2025 Budget	FY24-FY25 Difference	FY24-FY25 % Change
OPERATING EXPENSE:						
PERSONNEL SERVICES	12,667,300	11,043,518	15,760,600	16,740,600	980,000	6.22%
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	1,452,900	(160,500)	-9.95%
Other Expense	1,128,100	1,034,624	1,236,700	967,300	(269,400)	-21.78%
TOTAL OTHER SERVICES	3,008,200	2,850,758	3,345,300	2,915,400	(429,900)	-12.85%
TOTAL OPERATING EXPENSES	15,675,500	13,894,276	19,105,900	19,656,000	550,100	2.88%
TRANSFERS TO OTHER FUNDS	0	0	0	0	0	0.00%
TOTAL EXPENSES & TRANSFERS	15,675,500	13,894,276	19,105,900	19,656,000	550,100	2.88%
PROGRAM REVENUE:						
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%
TOTAL PROGRAM REVENUE	3,160,900	2,800,367	2,712,500	2,819,700	107,200	3.95%
NON-PROGRAM REVENUE:						
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%
TOTAL NON-PROGRAM REVENUE	27,737,200	33,640,860	30,088,600	30,070,900	(17,700)	-0.06%
TRANSFERS FROM OTHER FUNDS	0	0	0	0	0	0.00%
TOTAL REVENUE & TRANSFERS	30,898,100	36,441,227	32,801,100	32,890,600	89,500	0.27%
Expenditures Per Capita	\$22.16	\$19.64	\$26.82	\$27.36	\$0.54	2.01%

33 Codes Administration - Financial

Special Purpose Fund

	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2025 Budget	FY24-FY25 Difference	FY24-FY25 % Change
OPERATING EXPENSE:						
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%
TOTAL OTHER SERVICES	275,000	179,620	275,000	275,000	0	0.00%
TOTAL OPERATING EXPENSES	275,000	179,620	275,000	275,000	0	0.00%
TRANSFERS TO OTHER FUNDS	0	0	0	0	0	0.00%
TOTAL EXPENSES & TRANSFERS	275,000	179,620	275,000	275,000	0	0.00%
PROGRAM REVENUE:						
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%
TOTAL PROGRAM REVENUE	275,000	149,403	275,000	275,000	0	0.00%
NON-PROGRAM REVENUE:						
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%
TOTAL NON-PROGRAM REVENUE	0	0	0	0	0	0.00%
TRANSFERS FROM OTHER FUNDS	0	0	0	0	0	0.00%
TOTAL REVENUE & TRANSFERS	275,000	149,403	275,000	275,000	0	0.00%
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
GSD General 10101										
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
10101 Total Positions & FTEs			161	159.70	166	165.50	166	165.50	0	0.00
Department Totals			161	159.70	166	165.50	166	165.50	0	0.00

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.