



## Proposed Fiscal Year 2021-22 and Fiscal Year 2022-23 Budget

February 22, 2021

# Department Budget Submission Checklist

To be completed by: All departments.

Instructions: Submit this completed cover sheet with your budget submission and ensure all applicable forms below are included with your submission.

## Department Name: DEPARTMENT OF BUILDING INSPECTION

- ☒ **Summary of Major Changes:** Completed "Form 1A: Summary of Major Changes" explaining major changes submitted in department's budget proposal.
  - ☐ **Proposed Efficiency/Reduction Savings Loaded in BPMS via Target Reports:** Completed "Form 1B: Target Proposal" Printed report from GFS Target, reports 15.40.001 & 15.40.002. **Not Applicable**
  - ☒ **Department Budget Summary:** Completed "Form 1C: Department Budget Summary" Submission includes copy of report 15.50.012.
- ☐ **IDS Detail:** Completed "Form 1D: IDS Detail." **Not Applicable**
- ☒ **Revenue Report:** Completed "Form 2A: Revenue Report."
- ☐ **Fees & Fines:** Completed "Form 2B: Fees & Fines."
- ☐ **Cost Recovery:** Completed "Form 2C: Cost Recovery." **Not Applicable**
- ☒ **Expenditure Changes:** Completed "Form 3A: Expenditure Changes."
- ☒ **Position Changes:** Completed "Form 3B: Position Changes."
- ☐ **Layoffs :** Completed "Form 3C: Position Reductions Resulting in Layoffs." **Not Applicable**
- ☐ **Contingency Reductions:** Completed "Form 3D: Contingency Reductions." **Not Applicable**
- ☐ **Equipment & Fleet Requests:** Completed "Form 4A: New General Fund Equipment"; "Form 4B: Fleet". **Not Applicable**
- ☒ **Minimum Compensation Ordinance:** The effects of the MCO in contracting have been considered as part of the budget submission
- ☐ **Proposition J Description, Summary, City Cost, Contract Cost:** Required for all existing or new Prop Js. - **Not Applicable**
- ☒ **Interdepartmental Services Balancing:** Included Excel download of 15.20.012 3.b.2 IDS balancing report from Enterprise Planning
- ☒ **Organizational Charts:** Submission contains updated position-level organizational charts for your department, with indication if the position is filled (F) or vacant (V). Organizational charts also reflect any proposed position changes.
- ☐ **New Legislation: Not Applicable**
  - ☐ Included draft legislation that department would like to submit with the budget; or,
  - ☐ Draft legislation in progress at this time. A description of the proposed changes is included in the "Summary of Major Changes" table. A draft will be provided to the Mayor's Office by 03/01/20.
- ☒ **Other Requests:** Submitted requests for the following items (through separate forms), if applicable:
  - ☒ COIT
  - ☐ Capital

### For Chief Financial Officer/Budget Manager:

I have reviewed the attached budget submission and affirm that all applicable forms checked off above are either included in this submission or have been submitted through the proper online forums.

Full Name: Taras W. Madison

Signature: \_\_\_\_\_

*Taras W. Madison*

BUDGET FORM 1A: Summary of Major Changes			
DEPARTMENT OF BUILDING INSPECTION			
Major Changes	Department Response to Major Changes	Equity Lens: Explain what populations are benefited by these changes and how they are benefited. How will the department know those were successful?	Equity Lens: Explain what populations are negatively impacted by these changes and how they are impacted. Describe what strategies your Department recommends to mitigate any potential adverse impacts.
<b>1. SUMMARY.</b> What major changes is the department proposing? Clearly describe each change, including the fiscal impact of the proposal, and how the department proposes to fund each significant change (i.e. reprioritization of existing funds, grants, or other new revenues). Include detail related to position changes in Position section below.	The proposed budget includes several position changes to use existing resources to meet increased demand for plan checking and administrative services.	All DBI customers will benefit. However, Affordable Housing is a priority and increases plan review staff will assist the department meet priority processing. See Equity below.	Not Applicable
<b>2. TARGET.</b> How did the department meet its target? What are the high-level programmatic, operational, or staffing impacts of this proposed reduction?	Not Applicable.	Not Applicable	Not Applicable
<b>3. EXPENDITURE CHANGES.</b> What major expenditure changes is the department proposing? Please provide information especially for any grant changes, major contract changes, personnel changes, or other changes that affect core services and functions. What is the overall General Fund impact? Highlight any changes related to major changes/initiatives as noted in the Summary section.	<b>Work Orders:</b> over \$2M reduction based on actual services/use: City Attorney, Permit Center. <b>Salaries:</b> Slight increase in salaries due to substitutions to fund needed engineering positions to assist with plan check.	These changes are based on use/need. The reductions allow the department to lower costs with no reduction in service. The slight increases allows the department to fund needed positions with existing position. Additional engineering positions will assist the department in meeting increased need for plan check services which will impact affordable housing review. See Equity below.	Not Applicable
<b>4. REVENUE.</b> What revenue changes did the department submit from the base budget? Please differentiate between General Fund and non-General Fund.  (This should match an Audit Trail, as shown in form 2A Revenue Report).	Overall, revenues are increasing by \$3.6M primarily due to the following revenue increases: Electrical Permits (\$1M), Plumbing Permits (\$840K) and Plan Checking (\$2M) which offset smaller revenue decreases in Building Permit (\$1.2M), City Attorney Litigation (\$320K) etc.	Increased revenues allows the department to fully fund code enforcement, housing, construction safety, affordable housing permit and inspections services that benefit BIPOC and low-income communities. See Budget Equity below.	Not Applicable
<b>5. LEGISLATION.</b> Is the department seeking to submit any legislation with the budget? Does the department's budget assume any revenues/expenditures that require a legislative change?  If so, please submit drafts of legislation along with the budget submission. Or provide a summary of desired legislation and an expected date of submission, if still in progress.	Not Applicable.	'Not Applicable	Not Applicable
<b>6. PROP J.</b> Identify existing Prop J Analyses that will continue, and if the department's budget proposes any NEW contracting out of work previously done by City workers.	Not Applicable.	Not Applicable	Not Applicable
<b>7. TRANSFER OF FUNCTION.</b> Is the department requesting any Transfer of Functions of positions between departments? If so, please explain.	Not Applicable.	Not Applicable	Not Applicable
<b>8. INTERIM EXCEPTIONS.</b> Is the department requesting any interim exceptions (new positions that are 1.0 FTE rather than 0.77)? If so, for what reason are is the request being made?	Not Applicable.	Not Applicable	Not Applicable
<b>9. FELLOWSHIP PROGRAMS.</b> Did the department apply to any citywide fellowship programs, including San Francisco Fellows, the Fish Fellowship, or the 1249 HR Analyst Trainee Program?	Not Applicable.	Not Applicable	Not Applicable
<b>10. BUDGET EQUITY.</b> How will your department support advancing racial equity through its services to the community and within your organization, including the goals and actions identified in the Racial Equity Action Plan?	<b>Internal Equity:</b> DBI will focus on the following equity goals: Improve organizational culture through training; expand recruitment/outreach to diversify applicant pool and develop standardized Permit Technician onboarding/training. <b>External Equity:</b> Continue to partner with community based organizations to deliver services to SRO and under low-income housing residents. Continue to increase staff to prioritize affordable housing permit processing; Continue to monitor construction site COVID-19 Safety Protocols.	<b>Internal:</b> Improve overall department culture impacts all DBI employees and addresses Black Indigenous People of Color (BIPOC) employees concerns. Expanded recruitment impacts Black and Hispanic applicants. Standardized onboarding/training benefits all Permit Technician and addresses concerns identified by BIPOC employees. Internal Equity success will be measured by employee survey, outreach goals, expansion of DBI working group and training. <b>External:</b> BIPOC, low-income, under housed San Franciscans, Construction workers in general/BIPOC construction workers. External success will be measured by number of BIPOC assisted though our community partners; number of affordable housing permits processed; Construction-site safety reporting.	Not Applicable

**DBI Building Inspection**

<b>Authorized Positions</b>	<b>2020-2021 Original Budget</b>	<b>2021-2022 Proposed Budget</b>	<b>Change From 2020-2021</b>	<b>2022-2023 Proposed Budget</b>	<b>Change From 2021-2022</b>
Total Authorized	286.49	291.08	4.59	290.93	(0.15)
Non-Operating Positions (cap/other)	(21.00)	(21.00)		(21.00)	
<b>Net Operating Positions</b>	<b>265.49</b>	<b>270.08</b>	<b>4.59</b>	<b>269.93</b>	<b>(0.15)</b>

**Sources**

Licenses, Permits,& Franchises	6,334,098	6,334,098		6,334,098	
Interest & Investment Income	2,500,000	2,500,000		2,500,000	
Charges for Services	38,437,569	42,128,097	3,690,528	42,128,097	
Expenditure Recovery	92,949	96,535	3,586	96,535	
IntraFund Transfers In	14,090,562	27,096,819	13,006,257	27,096,819	
Unappropriated Fund Balance	28,479,493	10,221,777	(18,257,716)		(10,221,777)
Unappropriated Fund Balance	13,657,353	27,342,647	13,685,294		(27,342,647)
Transfer Adjustment-Source	(14,090,562)	(27,096,819)	(13,006,257)	(27,096,819)	

General Fund Support

<b>Sources Total</b>	<b>89,501,462</b>	<b>88,623,154</b>	<b>(878,308)</b>	<b>51,058,730</b>	<b>(37,564,424)</b>
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**Uses - Operating Expenditures**

Salaries	32,439,066	34,825,341	2,386,275	36,485,078	1,659,737
Mandatory Fringe Benefits	16,244,569	17,111,746	867,177	17,250,063	138,317
Non-Personnel Services	5,513,557	5,537,960	24,403	5,537,960	
City Grant Program	5,230,314	5,230,314		5,230,314	
Capital Outlay	624,000		(624,000)		
Intrafund Transfers Out	14,090,562	27,096,819	13,006,257	27,096,819	
Materials & Supplies	1,249,751	530,438	(719,313)	530,438	
Overhead and Allocations	1,759,138	1,759,138		1,759,138	
Services Of Other Depts	26,441,067	23,628,217	(2,812,850)	19,424,108	(4,204,109)
Transfer Adjustment - Uses	(14,090,562)	(27,096,819)	(13,006,257)	(27,096,819)	
<b>Uses Total</b>	<b>89,501,462</b>	<b>88,623,154</b>	<b>(878,308)</b>	<b>86,217,099</b>	<b>(2,406,055)</b>

**Uses - Division Description**

DBI Administration	25,006,260	24,639,300	(366,960)	21,144,975	(3,494,325)
DBI Inspection Services	45,385,749	44,884,239	(501,510)	45,756,091	871,852
DBI Permit Services	19,109,453	19,099,615	(9,838)	19,316,033	216,418
<b>Uses by Division Total</b>	<b>89,501,462</b>	<b>88,623,154</b>	<b>(878,308)</b>	<b>86,217,099</b>	<b>(2,406,055)</b>

BUDGET FORM 2A: Revenue Report

DEPARTMENT: DEPARTMENT OF BUIDLING INSPECTION

Please identify proposed revenue changes from the FY 2021-22 and FY 2022-23 Base Budget at the account level.

**Note:** To submit this information, run the **15.30.005 Snapshot Comparison (Audit Trail)** report from the budget system.

Select the following criteria before running the report:

- Budget Year: **2022**
- Before Snapshot: **Start of Dept**
- After Snapshot: **Current**
- GFS Type: Do not select a value.

Filter report on "AAO Title" field to only display **"Regular Revenues"**.

For any proposed changes, provide an explanation in the **"Revenue Description & Explanation of Change"** column.

Please contact your Mayor's Office or Controller's Office Analyst if you need assistance running this report.

All submissions must be formatted appropriately so that printed copies are easily readable for the public.

									Total BY Revenue Variance: 3,690,528.00			Total BY+1 Revenue Variance: 3,690,528.00				
Budget System Report 15.30.005 filtered on Regular Revenues									FY 2021-22			FY 2022-23			FORMULA	FILL IN
GFS Type	Dept	Dept Division	Division Description	Dept Section	Section Description	Account Lvl 5 Name	Account ID	Account Title	Start Dept Amt	End Dept Amt	Var Dept Amt	Start BY+1 Dept Amt	End BY+1 Dept Amt	Var BY+1 Dept Amt	Change submitted?	Revenue Description and Explanation of Change
Self Supporting	DBI	109736	DBI Inspection Services	207948	DBI IS Inspection Services-Gen	4600C4Svcs	461115	Building Permits	\$10,000,000	\$8,771,718	(\$1,228,282)	\$10,000,000	\$8,771,718	(\$1,228,282)	YES	Charges for DBI services. All based on actuals collected in current fiscal year. Impact of COVID continues;however, some improvements in Electrical, Plumbing and Plan Checking revenues
Self Supporting	DBI	109736	DBI Inspection Services	207948	DBI IS Inspection Services-Gen	4600C4Svcs	461116	Bid Investigation Fee	\$160,000	\$211,698	\$51,698	\$160,000	\$211,698	\$51,698	YES	
Self Supporting	DBI	109736	DBI Inspection Services	207948	DBI IS Inspection Services-Gen	4600C4Svcs	461117	Addition Bldg Inspections	\$214,000	\$863,937	\$649,937	\$214,000	\$863,937	\$649,937	YES	
Self Supporting	DBI	109736	DBI Inspection Services	207948	DBI IS Inspection Services-Gen	4600C4Svcs	461118	Condo Conversion Reports	\$100,000	\$124,441	\$24,441	\$100,000	\$124,441	\$24,441	YES	
Self Supporting	DBI	109736	DBI Inspection Services	207948	DBI IS Inspection Services-Gen	4600C4Svcs	461119	Off Hours Bldg Inspection	\$43,497	\$0	(\$43,497)	\$43,497	\$0	(\$43,497)	YES	
Self Supporting	DBI	109736	DBI Inspection Services	207948	DBI IS Inspection Services-Gen	4600C4Svcs	461120	Energy Inspection	\$123,000	\$285,246	\$162,246	\$123,000	\$285,246	\$162,246	YES	
Self Supporting	DBI	109736	DBI Inspection Services	207948	DBI IS Inspection Services-Gen	4600C4Svcs	461130	Plumbing Permit Issuance Fee	\$2,800,000	\$3,637,852	\$837,852	\$2,800,000	\$3,637,852	\$837,852	YES	
Self Supporting	DBI	109736	DBI Inspection Services	207948	DBI IS Inspection Services-Gen	4600C4Svcs	461131	Penaltes-Plumbng-MechanclPermt	\$147,000	\$132,065	(\$14,935)	\$147,000	\$132,065	(\$14,935)	YES	
Self Supporting	DBI	109736	DBI Inspection Services	207948	DBI IS Inspection Services-Gen	4600C4Svcs	461132	Plumbing Inspection	\$100,000	\$248,512	\$148,512	\$100,000	\$248,512	\$148,512	YES	
Self Supporting	DBI	109736	DBI Inspection Services	207948	DBI IS Inspection Services-Gen	4600C4Svcs	461133	Off Hours Plumbing Inspection	\$85,000	\$80,315	(\$4,685)	\$85,000	\$80,315	(\$4,685)	YES	
Self Supporting	DBI	109736	DBI Inspection Services	207948	DBI IS Inspection Services-Gen	4600C4Svcs	461135	Mechanical Permit Issuance Fee	\$80,000	\$151,516	\$71,516	\$80,000	\$151,516	\$71,516	YES	
Self Supporting	DBI	109736	DBI Inspection Services	207948	DBI IS Inspection Services-Gen	4600C4Svcs	461140	Electrical Permit	\$3,900,000	\$4,900,000	\$1,000,000	\$3,900,000	\$4,900,000	\$1,000,000	YES	
Self Supporting	DBI	109736	DBI Inspection Services	207948	DBI IS Inspection Services-Gen	4600C4Svcs	461141	Penalties Electrical Permit	\$50,000	\$36,716	(\$13,284)	\$50,000	\$36,716	(\$13,284)	YES	
Self Supporting	DBI	109736	DBI Inspection Services	207948	DBI IS Inspection Services-Gen	4600C4Svcs	461142	Additional Electrical Inspectn	\$85,000	\$166,954	\$81,954	\$85,000	\$166,954	\$81,954	YES	
Self Supporting	DBI	109736	DBI Inspection Services	207948	DBI IS Inspection Services-Gen	4600C4Svcs	461143	Off Hours Electrical Inspectn	\$45,000	\$55,177	\$10,177	\$45,000	\$55,177	\$10,177	YES	
Self Supporting	DBI	109736	DBI Inspection Services	207948	DBI IS Inspection Services-Gen	4600C4Svcs	461144	Sign Permit	\$9,000	\$6,640	(\$2,360)	\$9,000	\$6,640	(\$2,360)	YES	
Self Supporting	DBI	109736	DBI Inspection Services	207948	DBI IS Inspection Services-Gen	4600C4Svcs	461155	Boiler Permit	\$333,011	\$347,744	\$14,733	\$333,011	\$347,744	\$14,733	YES	
Self Supporting	DBI	109736	DBI Inspection Services	207948	DBI IS Inspection Services-Gen	4600C4Svcs	461156	Boiler Permit Penalties	\$1,930	\$0	(\$1,930)	\$1,930	\$0	(\$1,930)	YES	
Self Supporting	DBI	109736	DBI Inspection Services	207948	DBI IS Inspection Services-Gen	4600C4Svcs	461168	CodeEnforce-CityAttrnyLitigatn	\$560,522	\$238,478	(\$322,044)	\$560,522	\$238,478	(\$322,044)	YES	
Self Supporting	DBI	109736	DBI Inspection Services	207948	DBI IS Inspection Services-Gen	4600C4Svcs	461186	Vacant-Abandoned Building Fee	\$112,104	\$1,067	(\$111,037)	\$112,104	\$1,067	(\$111,037)	YES	
Self Supporting	DBI	229318	DBI Adminstration	229320	DBI ADM Administration-Gen	4600C4Svcs	460175	TTX-Gen Government Svc Charges	\$0	\$1,563	\$1,563	\$0	\$1,563	\$1,563	YES	
Self Supporting	DBI	229318	DBI Adminstration	229320	DBI ADM Administration-Gen	4600C4Svcs	461183	Microfilm Related Fee	\$50,000	\$140,000	\$90,000	\$50,000	\$140,000	\$90,000	YES	
Self Supporting	DBI	229318	DBI Adminstration	229320	DBI ADM Administration-Gen	4600C4Svcs	461184	Records Retention Fee	\$186,250	\$285,510	\$99,260	\$186,250	\$285,510	\$99,260	YES	
Self Supporting	DBI	229318	DBI Adminstration	229320	DBI ADM Administration-Gen	4600C4Svcs	461185	Report Of Residentl Recrd Fee	\$900,000	\$1,352,759	\$452,759	\$900,000	\$1,352,759	\$452,759	YES	
Self Supporting	DBI	229344	DBI Permit Services	207949	DBI PS Permit Services-Gen	4600C4Svcs	461101	Plan Checking	\$15,000,000	\$17,069,954	\$2,069,954	\$15,000,000	\$17,069,954	\$2,069,954	YES	
Self Supporting	DBI	229344	DBI Permit Services	207949	DBI PS Permit Services-Gen	4600C4Svcs	461102	Premium Plan Review	\$552,309	\$242,309	(\$310,000)	\$552,309	\$242,309	(\$310,000)	YES	
Self Supporting	DBI	229344	DBI Permit Services	207949	DBI PS Permit Services-Gen	4600C4Svcs	461103	Preplan Application Meeting	\$90,000	\$118,259	\$28,259	\$90,000	\$118,259	\$28,259	YES	
Self Supporting	DBI	229344	DBI Permit Services	207949	DBI PS Permit Services-Gen	4600C4Svcs	461104	Subpoena	\$3,300	\$7,820	\$4,520	\$3,300	\$7,820	\$4,520	YES	
Self Supporting	DBI	229344	DBI Permit Services	207949	DBI PS Permit Services-Gen	4600C4Svcs	461105	Application Extension Fee	\$145,039	\$193,830	\$48,791	\$145,039	\$193,830	\$48,791	YES	
Self Supporting	DBI	229344	DBI Permit Services	207949	DBI PS Permit Services-Gen	4600C4Svcs	461108	Notices	\$21,000	\$48,648	\$27,648	\$21,000	\$48,648	\$27,648	YES	
Self Supporting	DBI	229344	DBI Permit Services	207949	DBI PS Permit Services-Gen	4600C4Svcs	461110	Street Numbers	\$86,872	\$68,384	(\$18,488)	\$86,872	\$68,384	(\$18,488)	YES	
Self Supporting	DBI	229344	DBI Permit Services	207949	DBI PS Permit Services-Gen	4600C4Svcs	461112	Central Permit Bureau Fee	\$300,000	\$240,575	(\$59,425)	\$300,000	\$240,575	(\$59,425)	YES	
Self Supporting	DBI	229344	DBI Permit Services	207949	DBI PS Permit Services-Gen	4600C4Svcs	461121	Permit Extension Fee	\$1,121	\$0	(\$1,121)	\$1,121	\$0	(\$1,121)	YES	
Self Supporting	DBI	229344	DBI Permit Services	207949	DBI PS Permit Services-Gen	4600C4Svcs	461150	Mechanical Plan Review	\$48,500	\$15,652	(\$32,848)	\$48,500	\$15,652	(\$32,848)	YES	
Self Supporting	DBI	229344	DBI Permit Services	207949	DBI PS Permit Services-Gen	4600C4Svcs	461170	Seismic Retrofitting	\$81,163	\$60,000	(\$21,163)	\$81,163	\$60,000	(\$21,163)	YES	
Self Supporting	DBI	229344	DBI Permit Services	207949	DBI PS Permit Services-Gen	4600C4Svcs	461180	Permit Facilitator	\$193	\$0	(\$193)	\$193	\$0	(\$193)	YES	

**BUDGET FORM 3A: Expenditure Changes**

DEPARTMENT: DEPARTMENT OF BUILDING INSPECTION

Please identify proposed expenditure changes from the FY 2022-22 and FY 2022-23 Base Budget at the account level.

**Note:** To submit this information, run the **15.30.005 Snapshot Comparison (Audit Trail)** report from the budget system.

Select the following criteria before running the report:

Budget Year: 2022

Before Snapshot: Start of Dept

After Snapshot: Current

GFS Type: Do not select a value.

Select dropdown option "Department Phase" after report has loaded.

Filter report on "AAO Title" field to only display "Gross Expenditures".

For any proposed changes, provide an explanation in the "Explanation of Change" for each Budget Year column.

Please contact your Mayor's Office or Controller's Office Analyst if you need assistance running this report.

All submissions must be formatted appropriately so that printed copies are easily readable for the public.

Total BY Expenditure Variance: (2,605,076)																												Total BY+1 Expenditure Variance: (1,721,835)																												FORMULA		FILL IN	
GFS Type	Dept	Dept Division	Division Description	Dept Section	Section Description	Dept ID	Dept ID Description	Fund ID	Fund Title	Project ID	Project Title	Activity ID	Activity Title	Authority ID	Authority Title	Account Lv5	Account Lv5 Name	Account ID	Account Title	TRIO ID	TRIO Title	AAO Category	AAO Title	Change Type Title	Change Type Code	Start Dept Amt	End Dept Amt	Var Dept Amt	Start BY+1 Dept Amt	End BY+1 Dept Amt	Var BY+1 Dept Amt	Change submitted?	Explanation of Change																										
Self Supporting	DBI	109736	DBI Inspection Services	109735	DBI IS Code Compliance	109735	DBI IS Code Compliance	10190	SR BIF Operating Project	10001657	BI Code Enforcement Services	1	Code Enforcement Services	10000	Operating	522000	5210NPsvcs	522000	Training - Budget	Unspecified	.01	Gross Expenditures	4	On-Going	-	5,000	5,000	-	5,000	5,000	5,000	YES																											
Self Supporting	DBI	109736	DBI Inspection Services	109735	DBI IS Code Compliance	109735	DBI IS Code Compliance	10190	SR BIF Operating Project	10001657	BI Code Enforcement Services	1	Code Enforcement Services	10000	Operating	523000	5210NPsvcs	523000	Employee Field Expenses-Budget	Unspecified	.01	Gross Expenditures	4	On-Going	13,200	1,000	(12,200)	13,200	1,000	(12,200)	YES	Increase in training to correctly budget training funds in Code Compliance. Funds																											
Self Supporting	DBI	109736	DBI Inspection Services	109737	DBI IS Plumbing Inspection	109737	DBI IS Plumbing Inspection	10190	SR BIF Operating Project	10001656	BI Building Inspection Service	1	Building Inspection Services	10000	Operating	522000	5210NPsvcs	522000	Training - Budget	Unspecified	.01	Gross Expenditures	4	On-Going	-	10,000	10,000	-	10,000	10,000	10,000	YES	reduced from other section. Overall, training budget remains the same. Reductions based on prior year spending and anticipated reduced spending due to covid																										
Self Supporting	DBI	109736	DBI Inspection Services	109737	DBI IS Plumbing Inspection	109737	DBI IS Plumbing Inspection	10190	SR BIF Operating Project	10001656	BI Building Inspection Service	1	Building Inspection Services	10000	Operating	523000	5210NPsvcs	523000	Employee Field Expenses-Budget	Unspecified	.01	Gross Expenditures	4	On-Going	7,200	1,500	(5,700)	7,200	1,500	(5,700)	YES																												
Self Supporting	DBI	109736	DBI Inspection Services	207948	DBI IS Inspection Services-Gen	207948	DBI IS Inspection Services-Gen	10190	SR BIF Operating Project	10001656	BI Building Inspection Service	1	Building Inspection Services	10000	Operating	540000	5400Mat&Su	540000	Materials & Supplies-Budget	Unspecified	.01	Gross Expenditures	4	On-Going	30,760	-	(30,760)	30,760	-	(30,760)	YES																												
Self Supporting	DBI	109736	DBI Inspection Services	207948	DBI IS Inspection Services-Gen	207948	DBI IS Inspection Services-Gen	10190	SR BIF Operating Project	10001656	BI Building Inspection Service	1	Building Inspection Services	10000	Operating	581084	58100NDep	581084	ADM Permit Center	Unspecified	.01	Gross Expenditures	4	On-Going	5,045,594	3,495,215	(1,550,379)	5,045,594	3,549,727	(1,495,867)	YES	Reduction based on decrease in work order services. Per ADM																											
Self Supporting	DBI	109736	DBI Inspection Services	207948	DBI IS Inspection Services-Gen	207948	DBI IS Inspection Services-Gen	10190	SR BIF Operating Project	10001656	BI Building Inspection Service	1	Building Inspection Services	10000	Operating	581160	58100NDep	581160	GF-Adm-General(AAO)	Unspecified	.01	Gross Expenditures	4	On-Going	64,419	-	(64,419)	64,419	-	(64,419)	YES	Services no longer provided																											
Self Supporting	DBI	109736	DBI Inspection Services	207948	DBI IS Inspection Services-Gen	207948	DBI IS Inspection Services-Gen	10190	SR BIF Operating Project	10001656	BI Building Inspection Service	1	Building Inspection Services	10000	Operating	581370	58100NDep	581370	GF-Environment	Unspecified	.01	Gross Expenditures	4	On-Going	376,033	375,864	(169)	376,033	375,864	(169)	YES	Increase requested from Dept of Environment. Increase for FTE cals.																											
Self Supporting	DBI	109736	DBI Inspection Services	207948	DBI IS Inspection Services-Gen	207948	DBI IS Inspection Services-Gen	10190	SR BIF Operating Project	10001656	BI Building Inspection Service	1	Building Inspection Services	10000	Operating	581470	58100NDep	581470	GF-HR Client Sec-Recrut-Assess	Unspecified	.01	Gross Expenditures	4	On-Going	82,139	88,571	6,434	82,139	88,571	6,434	YES	Increase requested from Dept of Human Resources recruitment																											
Self Supporting	DBI	109736	DBI Inspection Services	207948	DBI IS Inspection Services-Gen	207948	DBI IS Inspection Services-Gen	10190	SR BIF Operating Project	10001656	BI Building Inspection Service	1	Building Inspection Services	10000	Operating	581480	58100NDep	581480	GF-HR Employee Relations	Unspecified	.01	Gross Expenditures	4	On-Going	16,429	17,486	1,057	16,429	17,486	1,057	YES	Increase requested from Dept of Human employee relations																											
Self Supporting	DBI	109736	DBI Inspection Services	207948	DBI IS Inspection Services-Gen	207948	DBI IS Inspection Services-Gen	10190	SR BIF Operating Project	10001656	BI Building Inspection Service	1	Building Inspection Services	10000	Operating	581820	58100NDep	581820	IS-Purch-Reproduction	Unspecified	.01	Gross Expenditures	4	On-Going	233,024	122,576	(110,448)	233,024	122,576	(110,448)	YES	Reduced based on prior year spending.																											
Self Supporting	DBI	109736	DBI Inspection Services	207948	DBI IS Inspection Services-Gen	207948	DBI IS Inspection Services-Gen	10190	SR BIF Operating Project	10001656	BI Building Inspection Service	1	Building Inspection Services	10000	Operating	581980	58100NDep	581980	GF-Tax Collector	Unspecified	.01	Gross Expenditures	4	On-Going	205,574	185,955	(19,619)	205,574	185,955	(19,619)	YES	Decrease requested from Treasurer Tax Collector																											
Self Supporting	DBI	109736	DBI Inspection Services	229322	DBI IS Electrical Inspection	229322	DBI IS Electrical Inspection	10190	SR BIF Operating Project	10001656	BI Building Inspection Service	1	Building Inspection Services	10000	Operating	521050	5210NPsvcs	521050	Non-Air Travel - Employees	Unspecified	.01	Gross Expenditures	4	On-Going	1,750	-	(1,750)	-	-	1,750	-	(1,750)	YES																										
Self Supporting	DBI	109736	DBI Inspection Services	229322	DBI IS Electrical Inspection	229322	DBI IS Electrical Inspection	10190	SR BIF Operating Project	10001656	BI Building Inspection Service	1	Building Inspection Services	10000	Operating	522000	5210NPsvcs	522000	Training - Budget	Unspecified	.01	Gross Expenditures	4	On-Going	-	10,000	10,000	-	10,000	10,000	10,000	YES																											
Self Supporting	DBI	109736	DBI Inspection Services	229322	DBI IS Electrical Inspection	229322	DBI IS Electrical Inspection	10190	SR BIF Operating Project	10001656	BI Building Inspection Service	1	Building Inspection Services	10000	Operating	523000	5210NPsvcs	523000	Employee Field Expenses-Budget	Unspecified	.01	Gross Expenditures	4	On-Going	5,980	1,500	(4,480)	5,980	1,500	(4,480)	YES	Increases in training to correctly budget funds in the section. Funds reduced from other																											
Self Supporting	DBI	109736	DBI Inspection Services	229322	DBI IS Electrical Inspection	229322	DBI IS Electrical Inspection	10190	SR BIF Operating Project	10001656	BI Building Inspection Service	1	Building Inspection Services	10000	Operating	540000	5400Mat&Su	540000	Materials & Supplies-Budget	Unspecified	.01	Gross Expenditures	4	On-Going	22,250	13,000	(9,250)	22,250	13,000	(9,250)	YES	sections. Overall, training budget remains the same. Reductions based on prior year spending and anticipated spending due to covid.																											
Self Supporting	DBI	109736	DBI Inspection Services	229323	DBI IS Building Inspection	229323	DBI IS Building Inspection	10190	SR BIF Operating Project	10001656	BI Building Inspection Service	1	Building Inspection Services	10000	Operating	522000	5210NPsvcs	522000	Training - Budget	Unspecified	.01	Gross Expenditures	4	On-Going	-	15,000	15,000	-	15,000	15,000	15,000	YES																											
Self Supporting	DBI	109736	DBI Inspection Services	229323	DBI IS Building Inspection	229323	DBI IS Building Inspection	10190	SR BIF Operating Project	10001656	BI Building Inspection Service	1	Building Inspection Services	10000	Operating	523000	5210NPsvcs	523000	Employee Field Expenses-Budget	Unspecified	.01	Gross Expenditures	4	On-Going	14,760	2,000	(12,760)	14,760	2,000	(12,760)	YES																												
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	229331	DBI IS Housing Inspection	10190	SR BIF Operating Project	10001657	BI Code Enforcement Services	1	Code Enforcement Services	10000	Operating	501010	5010Salary	501010	Perm Salaries-Misc-Regular	Unspecified	.01	Gross Expenditures	4	On-Going	3,926,610	3,787,762	(138,848)	4,122,320	3,976,550	(145,770)	YES																												
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	229331	DBI IS Housing Inspection	10190	SR BIF Operating Project	10001657	BI Code Enforcement Services	1	Code Enforcement Services	10000	Operating	513010	5130fringe	513010	Retire City Misc	Unspecified	.01	Gross Expenditures	4	On-Going	843,004	813,261	(29,743)	797,513	769,381	(28,132)	YES																												
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	229331	DBI IS Housing Inspection	10190	SR BIF Operating Project	10001657	BI Code Enforcement Services	1	Code Enforcement Services	10000	Operating	514010	5130fringe	514010	Social Security (Oasdi & H)	Unspecified	.01	Gross Expenditures	4	On-Going	247,494	238,885	(8,609)	258,812	249,774	(9,038)	YES																												
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	229331	DBI IS Housing Inspection	10190	SR BIF Operating Project	10001657	BI Code Enforcement Services	1	Code Enforcement Services	10000	Operating	514020	5130fringe	514020	Social Sec-Medicare(Hi Only)	Unspecified	.01	Gross Expenditures	4	On-Going	56,821	56,821	(0)	63,611	59,560	(4,051)	YES																												
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	229331	DBI IS Housing Inspection	10190	SR BIF Operating Project	10001657	BI Code Enforcement Services	1	Code Enforcement Services	10000	Operating	515010	5130fringe	515010	Health Service-City Match	Unspecified	.01	Gross Expenditures	4	On-Going	127,687	123,735	(3,952)	136,346	131,157	(4,189)	YES	Reduction from substitution of 1.0-6270 housing inspector to 1.0-1824 principal admin analyst and then reassignment to Director's office (DBI22-05)																											
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	229331	DBI IS Housing Inspection	10190	SR BIF Operating Project	10001657	BI Code Enforcement Services	1	Code Enforcement Services	10000	Operating	515710	5130fringe	515710	Dependent Coverage	Unspecified	.01	Gross Expenditures	4	On-Going	340,586	320,279	(11,307)	361,009	349,024	(11,985)	YES																												
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	229331	DBI IS Housing Inspection	10190	SR BIF Operating Project	10001657	BI Code Enforcement Services	1	Code Enforcement Services	10000	Operating	516010	5130fringe	516010	Dental Coverage	Unspecified	.01	Gross Expenditures	4	On-Going	38,152	36,902	(1,250)	39,676	38,376	(1,300)	YES																												
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	229331	DBI IS Housing Inspection	10190	SR BIF Operating Project	10001657	BI Code Enforcement Services	1	Code Enforcement Services	10000	Operating	517010	5130fringe	517010	Unemployment Insurance	Unspecified	.01	Gross Expenditures	4	On-Going	4,058	3,919	(139)	4,255	4,109	(146)	YES																												
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	229331	DBI IS Housing Inspection	10190	SR BIF Operating Project	10001657	BI Code Enforcement Services	1	Code Enforcement Services	10000	Operating	519120	5130fringe	519120	Long Term Disability Insurance	Unspecified	.01	Gross Expenditures	4	On-Going	13,973	13,484	(489)	14,669	14,156	(513)	YES																												
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	229331	DBI IS Housing Inspection	10190	SR BIF Operating Project	10001657	BI Code Enforcement Services	1	Code Enforcement Services	10000	Operating	522000	5210NPsvcs	522000	Training - Budget	Unspecified	.01	Gross Expenditures	4	On-Going	5,000	10,000	4,900	5,100	10,000	4,900	YES																												
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	229331	DBI IS Housing Inspection	10190	SR BIF Operating Project	10001657	BI Code Enforcement Services	1	Code Enforcement Services	10000	Operating	523000	5210NPsvcs	523000	Employee Field Expenses-Budget	Unspecified	.01	Gross Expenditures	4	On-Going	1,000	1,000	-	1,000	1,000	1,000	YES	Increase in training to budget funds in the correct section. Funds reduced from other																											
Self Supporting	DBI	229318	DBI Administration	109734	DBI ADM Disaster Coordination	109734	DBI ADM Disaster Coordination	10190	SR BIF Operating Project	10001655	BI Administration/General	1	Administration/General	10000	Operating	521050	5210NPsvcs	521050	Non-Air Travel - Employees	Unspecified	.01	Gross Expenditures	4	On-Going	250	-	(250)	250	-	(250)	YES																												
Self Supporting	DBI	229318	DBI Administration	109734	DBI ADM Disaster Coordination	109734	DBI ADM Disaster Coordination	10190	SR BIF Operating Project	10001655	BI Administration/General	1	Administration/General	10000	Operating	540000	5400Mat&Su	540000	Materials & Supplies-Budget	Unspecified	.01	Gross Expenditures	4	On-Going	13,235	10,000	(3,235)																																

BUDGET FORM 3B: Position Changes

DEPARTMENT: DEPARTMENT OF BUILDING INSPECTION

Please identify proposed position changes from the FY 2021-22 and FY 2022-23 Base Budget at the account level (reflecting both salary and discretionary special class changes).

**Note:** To submit this information, run the **15.30.004 Position Snapshot Comparison (Audit Trail)** report from the budget system.

Select the following criteria before running the report:

Budget Year: **2022**

Before Snapshot: **Start of Dept**

After Snapshot: **Current**

GFS Type: Do not select a value.

Select dropdown option **"Department Phase"** after report has loaded.

For any proposed changes, provide an explanation in the **"Explanation of FTE and/or Amount Change"** column.

Please contact your Mayor's Office or Controller's Office Analyst if you need assistance running this report.

All submissions must be formatted appropriately so that printed copies are easily readable for the public.

Additionally, layoffs should be further detailed on form 3C.

Budget System Report 15.30.004 filtered on Gross Expenditures																Total BY FTE Variance: -			Total BY Amount Variance: 50,291.00			Total BY+1 FTE Variance: -			Total BY+1 Amount Variance: 51,152.00			FORMULA		FILL IN	
GFS Type	Dept	Dept Division	Division Description	Dept Section	Section Description	Account Lvl 5 Name	Account ID	Agency Use ID	AAO	AAO Title	Class	Job Class Title	Action	Ref No.		Start Dept FTE	End Dept FTE	Var Dept FTE	Start Dept Amt	End Dept Amt	Var Dept Amt	Start BY+1 Dept FTE	End BY+1 Dept FTE	Var BY+1 Dept FTE	Start BY+1 Dept Amt	End BY+1 Dept Amt	Var BY+1 Dept Amt	FTE Changes Submitted?	Amount Changes Submitted?		Explanation of FTE and/or Amount Change
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	5010Salary	501010		J01	Gross Expenditures	1824_C	Principal Administrative Analyst	R	DBI22-05	-	-	(1.00)	(1.00)	-	(144,907)	(144,907)	-	-	(1.00)	(1.00)	-	(152,139)	(152,139)	YES	YES	Reduction from substitution of 1.0- 6270 housing
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	5010Salary	501010		J01	Gross Expenditures	1824_C	Principal Administrative Analyst	S	DBI22-05	-	-	1.00	1.00	-	144,907	144,907	-	-	1.00	1.00	-	152,139	152,139	YES	YES	Inspector to 1.0-1824 principal admin analyst and
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	5010Salary	501010		J01	Gross Expenditures	6270_C	Housing Inspector	S	DBI22-05	-	-	(1.00)	(1.00)	-	(138,308)	(138,308)	-	-	(1.00)	(1.00)	-	(145,212)	(145,212)	YES	YES	then reassignmnt to Director's office (DBI22-05)
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	5010Salary	501010		J01	Gross Expenditures	9991M_Z	One Day Adjustment - Misc	R	DBI22-05	-	-	-	-	-	(566)	(566)	-	-	-	-	-	(585)	(585)	NO	YES	
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	5010Salary	501010		J01	Gross Expenditures	9991M_Z	One Day Adjustment - Misc	S	DBI22-05	-	-	-	-	-	26	26	-	-	-	-	-	27	27	NO	YES	
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	5130Fringe	513010		J01	Gross Expenditures	1824_C	Principal Administrative Analyst	R	DBI22-05	-	-	-	-	-	(31,041)	(31,041)	-	-	-	-	-	(29,361)	(29,361)	NO	YES	
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	5130Fringe	513010		J01	Gross Expenditures	1824_C	Principal Administrative Analyst	S	DBI22-05	-	-	-	-	-	31,041	31,041	-	-	-	-	-	29,361	29,361	NO	YES	
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	5130Fringe	513010		J01	Gross Expenditures	6270_C	Housing Inspector	S	DBI22-05	-	-	-	-	-	(29,627)	(29,627)	-	-	-	-	-	(28,024)	(28,024)	NO	YES	
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	5130Fringe	513010		J01	Gross Expenditures	9991M_Z	One Day Adjustment - Misc	R	DBI22-05	-	-	-	-	-	(121)	(121)	-	-	-	-	-	(113)	(113)	NO	YES	
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	5130Fringe	513010		J01	Gross Expenditures	9991M_Z	One Day Adjustment - Misc	S	DBI22-05	-	-	-	-	-	5	5	-	-	-	-	-	5	5	NO	YES	
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	5130Fringe	514010		J01	Gross Expenditures	1824_C	Principal Administrative Analyst	R	DBI22-05	-	-	-	-	-	(8,983)	(8,983)	-	-	-	-	-	(9,316)	(9,316)	NO	YES	
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	5130Fringe	514010		J01	Gross Expenditures	1824_C	Principal Administrative Analyst	S	DBI22-05	-	-	-	-	-	8,983	8,983	-	-	-	-	-	9,316	9,316	NO	YES	
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	5130Fringe	514010		J01	Gross Expenditures	6270_C	Housing Inspector	S	DBI22-05	-	-	-	-	-	(8,576)	(8,576)	-	-	-	-	-	(9,003)	(9,003)	NO	YES	
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	5130Fringe	514010		J01	Gross Expenditures	9991M_Z	One Day Adjustment - Misc	R	DBI22-05	-	-	-	-	-	(35)	(35)	-	-	-	-	-	(36)	(36)	NO	YES	
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	5130Fringe	514010		J01	Gross Expenditures	9991M_Z	One Day Adjustment - Misc	S	DBI22-05	-	-	-	-	-	2	2	-	-	-	-	-	1	1	NO	YES	
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	5130Fringe	514020		J01	Gross Expenditures	1824_C	Principal Administrative Analyst	R	DBI22-05	-	-	-	-	-	(2,101)	(2,101)	-	-	-	-	-	(2,207)	(2,207)	NO	YES	
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	5130Fringe	514020		J01	Gross Expenditures	1824_C	Principal Administrative Analyst	S	DBI22-05	-	-	-	-	-	2,101	2,101	-	-	-	-	-	2,207	2,207	NO	YES	
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	5130Fringe	514020		J01	Gross Expenditures	6270_C	Housing Inspector	S	DBI22-05	-	-	-	-	-	(2,005)	(2,005)	-	-	-	-	-	(2,106)	(2,106)	NO	YES	
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	5130Fringe	514020		J01	Gross Expenditures	9991M_Z	One Day Adjustment - Misc	R	DBI22-05	-	-	-	-	-	(8)	(8)	-	-	-	-	-	(8)	(8)	NO	YES	
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	5130Fringe	515010		J01	Gross Expenditures	1824_C	Principal Administrative Analyst	R	DBI22-05	-	-	-	-	-	(3,952)	(3,952)	-	-	-	-	-	(4,189)	(4,189)	NO	YES	
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	5130Fringe	515010		J01	Gross Expenditures	1824_C	Principal Administrative Analyst	S	DBI22-05	-	-	-	-	-	3,952	3,952	-	-	-	-	-	4,189	4,189	NO	YES	
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	5130Fringe	515010		J01	Gross Expenditures	6270_C	Housing Inspector	S	DBI22-05	-	-	-	-	-	(3,952)	(3,952)	-	-	-	-	-	(4,189)	(4,189)	NO	YES	
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	5130Fringe	515710		J01	Gross Expenditures	1824_C	Principal Administrative Analyst	R	DBI22-05	-	-	-	-	-	(11,307)	(11,307)	-	-	-	-	-	(11,985)	(11,985)	NO	YES	
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	5130Fringe	515710		J01	Gross Expenditures	1824_C	Principal Administrative Analyst	S	DBI22-05	-	-	-	-	-	11,307	11,307	-	-	-	-	-	11,985	11,985	NO	YES	
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	5130Fringe	515710		J01	Gross Expenditures	6270_C	Housing Inspector	S	DBI22-05	-	-	-	-	-	(11,307)	(11,307)	-	-	-	-	-	(11,985)	(11,985)	NO	YES	
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	5130Fringe	516010		J01	Gross Expenditures	1824_C	Principal Administrative Analyst	R	DBI22-05	-	-	-	-	-	(1,250)	(1,250)	-	-	-	-	-	(1,300)	(1,300)	NO	YES	
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	5130Fringe	516010		J01	Gross Expenditures	1824_C	Principal Administrative Analyst	S	DBI22-05	-	-	-	-	-	1,250	1,250	-	-	-	-	-	1,300	1,300	NO	YES	
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	5130Fringe	516010		J01	Gross Expenditures	6270_C	Housing Inspector	S	DBI22-05	-	-	-	-	-	(1,250)	(1,250)	-	-	-	-	-	(1,300)	(1,300)	NO	YES	
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	5130Fringe	517010		J01	Gross Expenditures	1824_C	Principal Administrative Analyst	R	DBI22-05	-	-	-	-	-	(144)	(144)	-	-	-	-	-	(152)	(152)	NO	YES	
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	5130Fringe	517010		J01	Gross Expenditures	1824_C	Principal Administrative Analyst	S	DBI22-05	-	-	-	-	-	144	144	-	-	-	-	-	152	152	NO	YES	
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	5130Fringe	517010		J01	Gross Expenditures	6270_C	Housing Inspector	S	DBI22-05	-	-	-	-	-	(138)	(138)	-	-	-	-	-	(145)	(145)	NO	YES	
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	5130Fringe	517010		J01	Gross Expenditures	9991M_Z	One Day Adjustment - Misc	R	DBI22-05	-	-	-	-	-	(1)	(1)	-	-	-	-	-	(1)	(1)	NO	YES	
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	5130Fringe	519120		J01	Gross Expenditures	1824_C	Principal Administrative Analyst	R	DBI22-05	-	-	-	-	-	(510)	(510)	-	-	-	-	-	(536)	(536)	NO	YES	
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	5130Fringe	519120		J01	Gross Expenditures	1824_C	Principal Administrative Analyst	S	DBI22-05	-	-	-	-	-	510	510	-	-	-	-	-	536	536	NO	YES	
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	5130Fringe	519120		J01	Gross Expenditures	6270_C	Housing Inspector	S	DBI22-05	-	-	-	-	-	(487)	(487)	-	-	-	-	-	(511)	(511)	NO	YES	
Self Supporting	DBI	109736	DBI Inspection Services	229331	DBI IS Housing Inspection	5130Fringe																									

BUDGET FORM 3B: Position Changes

DEPARTMENT: DEPARTMENT OF BUILDING INSPECTION

Please identify proposed position changes from the FY 2021-22 and FY 2022-23 Base Budget at the account level (reflecting both salary and discretionary special class changes).

**Note:** To submit this information, run the **15.30.004 Position Snapshot Comparison (Audit Trail)** report from the budget system.

Select the following criteria before running the report:

Budget Year: **2022**

Before Snapshot: **Start of Dept**

After Snapshot: **Current**

GFS Type: Do not select a value.

Select dropdown option **"Department Phase"** after report has loaded.

For any proposed changes, provide an explanation in the **"Explanation of FTE and/or Amount Change"** column.

Please contact your Mayor's Office or Controller's Office Analyst if you need assistance running this report.

All submissions must be formatted appropriately so that printed copies are easily readable for the public.

Additionally, layoffs should be further detailed on form 3C.

Budget System Report 15.30.004 filtered on Gross Expenditures																Total BY FTE Variance: -			Total BY Amount Variance: 50,291.00			Total BY+1 FTE Variance: -			Total BY+1 Amount Variance: 51,152.00			FORMULA		FILL IN
GFS Type	Dept	Dept Division	Division Description	Dept Section	Section Description	Account Lvl 5 Name	Account ID	Agency Use ID	AAO	AAO Title	Class	Job Class Title	Action	Ref No.	Start Dept FTE	End Dept FTE	Var Dept FTE	Start Dept Amt	End Dept Amt	Var Dept Amt	Start BY+1 Dept FTE	End BY+1 Dept FTE	Var BY+1 Dept FTE	Start BY+1 Dept Amt	End BY+1 Dept Amt	Var BY+1 Dept Amt	FTE Changes Submitted?	Amount Changes Submitted?	Explanation of FTE and/or Amount Change	
Self Supporting	DBI	229318	DBI Administration	229330	DBI ADM Director	5130Fringe	517010		J01	Gross Expenditures	9991M_Z	One Day Adjustment - Misc	R	DBI22-04	-	-	-	-	1	1	-	-	-	-	1	1	NO	YES		
Self Supporting	DBI	229318	DBI Administration	229330	DBI ADM Director	5130Fringe	517010		J01	Gross Expenditures	9991M_Z	One Day Adjustment - Misc	R	DBI22-05	-	-	-	-	1	1	-	-	-	-	1	1	NO	YES		
Self Supporting	DBI	229318	DBI Administration	229330	DBI ADM Director	5130Fringe	519120		J01	Gross Expenditures	1824_C	Principal Administrative Analyst	R	DBI22-04	-	-	-	-	510	510	-	-	-	-	536	536	NO	YES		
Self Supporting	DBI	229318	DBI Administration	229330	DBI ADM Director	5130Fringe	519120		J01	Gross Expenditures	1824_C	Principal Administrative Analyst	R	DBI22-05	-	-	-	-	510	510	-	-	-	-	536	536	NO	YES		
Self Supporting	DBI	229318	DBI Administration	229330	DBI ADM Director	5130Fringe	519120		J01	Gross Expenditures	9991M_Z	One Day Adjustment - Misc	R	DBI22-04	-	-	-	-	2	2	-	-	-	-	2	2	NO	YES		
Self Supporting	DBI	229318	DBI Administration	229330	DBI ADM Director	5130Fringe	519120		J01	Gross Expenditures	9991M_Z	One Day Adjustment - Misc	R	DBI22-05	-	-	-	-	2	2	-	-	-	-	2	2	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5010Salary	501010		J01	Gross Expenditures	1824_C	Principal Administrative Analyst	R	DBI22-04	-	(1.00)	(1.00)	-	(144,907)	(144,907)	-	(1.00)	(1.00)	-	(152,139)	(152,139)	YES	YES	Sub 1.0-5207 Assoc Engr to 1824-Prin Admin Analyst	
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5010Salary	501010		J01	Gross Expenditures	1824_C	Principal Administrative Analyst	S	DBI22-04	-	1.00	1.00	-	144,907	144,907	-	1.00	1.00	-	152,139	152,139	YES	YES	then reassignment to Directors office	
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5010Salary	501010		J01	Gross Expenditures	5207_C	Associate Engineer	S	DBI22-01	-	4.00	4.00	-	585,669	585,669	-	4.00	4.00	-	614,901	614,901	YES	YES	Sub of 4.0-6331 Building Inspection to 5207 Assoc Engineers	
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5010Salary	501010		J01	Gross Expenditures	5207_C	Associate Engineer	S	DBI22-04	-	(1.00)	(1.00)	-	(146,417)	(146,417)	-	(1.00)	(1.00)	-	(153,725)	(153,725)	YES	YES	Sub 1.0-5207 Assoc Engr to 1824-Prin Admin Analyst then reassignment to Directors office	
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5010Salary	501010		J01	Gross Expenditures	5211_C	Engineer/Architect/Landscape Architect	S	DBI22-02	-	1.00	1.00	-	196,212	196,212	-	1.00	1.00	-	206,006	206,006	YES	YES	Sub 1.0-5218 Structural Engr to 5211-Landscape Arch	
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5010Salary	501010		J01	Gross Expenditures	5218_C	Structural Engineer	S	DBI22-02	-	(1.00)	(1.00)	-	(186,857)	(186,857)	-	(1.00)	(1.00)	-	(196,184)	(196,184)	YES	YES	Sr	
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5010Salary	501010		J01	Gross Expenditures	6331_C	Building Inspector	S	DBI22-01	-	(4.00)	(4.00)	-	(553,232)	(553,232)	-	(4.00)	(4.00)	-	(580,846)	(580,846)	YES	YES	Sub of 4.0-6331 Building Inspection to 5207 Assoc Engineers	
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5010Salary	501010		J01	Gross Expenditures	6333_C	Senior Building Inspector	S	DBI22-03	-	1.00	1.00	-	152,486	152,486	-	1.00	1.00	-	160,097	160,097	YES	YES	Sub 1.0-6334 Chief Building Inspector to 6333-Senior	
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5010Salary	501010		J01	Gross Expenditures	6334_C	Chief Building Inspector	S	DBI22-03	-	(1.00)	(1.00)	-	(168,121)	(168,121)	-	(1.00)	(1.00)	-	(176,513)	(176,513)	YES	YES	Building Inspector	
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5010Salary	501010		J01	Gross Expenditures	9991M_Z	One Day Adjustment - Misc	R	DBI22-04	-	-	-	-	(566)	(566)	-	-	-	-	(585)	(585)	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5010Salary	501010		J01	Gross Expenditures	9991M_Z	One Day Adjustment - Misc	S	DBI22-01	-	-	-	-	127	127	-	-	-	-	131	131	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5010Salary	501010		J01	Gross Expenditures	9991M_Z	One Day Adjustment - Misc	S	DBI22-02	-	-	-	-	36	36	-	-	-	-	37	37	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5010Salary	501010		J01	Gross Expenditures	9991M_Z	One Day Adjustment - Misc	S	DBI22-03	-	-	-	-	(61)	(61)	-	-	-	-	(63)	(63)	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5010Salary	501010		J01	Gross Expenditures	9991M_Z	One Day Adjustment - Misc	S	DBI22-04	-	-	-	-	(6)	(6)	-	-	-	-	(6)	(6)	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	513010		J01	Gross Expenditures	1824_C	Principal Administrative Analyst	R	DBI22-04	-	-	-	-	(31,041)	(31,041)	-	-	-	-	(29,361)	(29,361)	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	513010		J01	Gross Expenditures	1824_C	Principal Administrative Analyst	S	DBI22-04	-	-	-	-	31,041	31,041	-	-	-	-	29,361	29,361	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	513010		J01	Gross Expenditures	5207_C	Associate Engineer	S	DBI22-01	-	-	-	-	125,459	125,459	-	-	-	-	118,668	118,668	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	513010		J01	Gross Expenditures	5207_C	Associate Engineer	S	DBI22-04	-	-	-	-	(31,364)	(31,364)	-	-	-	-	(29,667)	(29,667)	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	513010		J01	Gross Expenditures	5211_C	Engineer/Architect/Landscape Architect	S	DBI22-02	-	-	-	-	42,032	42,032	-	-	-	-	39,756	39,756	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	513010		J01	Gross Expenditures	5218_C	Structural Engineer	S	DBI22-02	-	-	-	-	(40,028)	(40,028)	-	-	-	-	(37,861)	(37,861)	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	513010		J01	Gross Expenditures	6331_C	Building Inspector	S	DBI22-01	-	-	-	-	(118,510)	(118,510)	-	-	-	-	(112,096)	(112,096)	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	513010		J01	Gross Expenditures	6333_C	Senior Building Inspector	S	DBI22-03	-	-	-	-	32,665	32,665	-	-	-	-	30,896	30,896	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	513010		J01	Gross Expenditures	6334_C	Chief Building Inspector	S	DBI22-03	-	-	-	-	(36,014)	(36,014)	-	-	-	-	(34,065)	(34,065)	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	513010		J01	Gross Expenditures	9991M_Z	One Day Adjustment - Misc	R	DBI22-04	-	-	-	-	(121)	(121)	-	-	-	-	(113)	(113)	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	513010		J01	Gross Expenditures	9991M_Z	One Day Adjustment - Misc	S	DBI22-01	-	-	-	-	27	27	-	-	-	-	25	25	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	513010		J01	Gross Expenditures	9991M_Z	One Day Adjustment - Misc	S	DBI22-02	-	-	-	-	8	8	-	-	-	-	7	7	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	513010		J01	Gross Expenditures	9991M_Z	One Day Adjustment - Misc	S	DBI22-03	-	-	-	-	(14)	(14)	-	-	-	-	(12)	(12)	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	513010		J01	Gross Expenditures	9991M_Z	One Day Adjustment - Misc	S	DBI22-04	-	-	-	-	(2)	(2)	-	-	-	-	(1)	(1)	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	514010		J01	Gross Expenditures	1824_C	Principal Administrative Analyst	R	DBI22-04	-	-	-	-	(8,983)	(8,983)	-	-	-	-	(9,316)	(9,316)	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	514010		J01	Gross Expenditures	1824_C	Principal Administrative Analyst	S	DBI22-04	-	-	-	-	8,983	8,983	-	-	-	-						

BUDGET FORM 3B: Position Changes

DEPARTMENT: DEPARTMENT OF BUILDING INSPECTION

Please identify proposed position changes from the FY 2021-22 and FY 2022-23 Base Budget at the account level (reflecting both salary and discretionary special class changes).

**Note:** To submit this information, run the **15.30.004 Position Snapshot Comparison (Audit Trail)** report from the budget system.

Select the following criteria before running the report:

- Budget Year: **2022**
- Before Snapshot: **Start of Dept**
- After Snapshot: **Current**
- GFS Type: Do not select a value.

Select dropdown option **"Department Phase"** after report has loaded.

For any proposed changes, provide an explanation in the **"Explanation of FTE and/or Amount Change"** column.

Please contact your Mayor's Office or Controller's Office Analyst if you need assistance running this report.

All submissions must be formatted appropriately so that printed copies are easily readable for the public.

Additionally, layoffs should be further detailed on form 3C.

Budget System Report 15.30.004 filtered on Gross Expenditures															Total BY FTE Variance: -			Total BY Amount Variance: 50,291.00			Total BY+1 FTE Variance: -			Total BY+1 Amount Variance: 51,152.00			FORMULA		FILL IN	
GFS Type	Dept	Dept Division	Division Description	Dept Section	Section Description	Account Lvl 5 Name	Account ID	Agency Use ID	AAO	AAO Title	Class	Job Class Title	Action	Ref No.	Start Dept FTE	End Dept FTE	Var Dept FTE	Start Dept Amt	End Dept Amt	Var Dept Amt	Start BY+1 Dept FTE	End BY+1 Dept FTE	Var BY+1 Dept FTE	Start BY+1 Dept Amt	End BY+1 Dept Amt	Var BY+1 Dept Amt	FTE Changes Submitted?	Amount Changes Submitted?	Explanation of FTE and/or Amount Change	
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	516010		J01	Gross Expenditures	6331_C	Building Inspector	S	DBI22-01	-	-	-	-	(5,980)	(5,980)	-	-	-	-	(6,220)	(6,220)	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	516010		J01	Gross Expenditures	6333_C	Senior Building Inspector	S	DBI22-03	-	-	-	-	1,495	1,495	-	-	-	-	1,555	1,555	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	516010		J01	Gross Expenditures	6334_C	Chief Building Inspector	S	DBI22-03	-	-	-	-	(1,495)	(1,495)	-	-	-	-	(1,555)	(1,555)	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	517010		J01	Gross Expenditures	1824_C	Principal Administrative Analyst	R	DBI22-04	-	-	-	-	(144)	(144)	-	-	-	-	(152)	(152)	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	517010		J01	Gross Expenditures	1824_C	Principal Administrative Analyst	S	DBI22-04	-	-	-	-	144	144	-	-	-	-	152	152	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	517010		J01	Gross Expenditures	5207_C	Associate Engineer	S	DBI22-01	-	-	-	-	586	586	-	-	-	-	615	615	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	517010		J01	Gross Expenditures	5207_C	Associate Engineer	S	DBI22-04	-	-	-	-	(146)	(146)	-	-	-	-	(153)	(153)	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	517010		J01	Gross Expenditures	5211_C	Engineer/Architect/Landscape Architect	S	DBI22-02	-	-	-	-	196	196	-	-	-	-	206	206	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	517010		J01	Gross Expenditures	5218_C	Structural Engineer	S	DBI22-02	-	-	-	-	(187)	(187)	-	-	-	-	(196)	(196)	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	517010		J01	Gross Expenditures	6331_C	Building Inspector	S	DBI22-01	-	-	-	-	(553)	(553)	-	-	-	-	(581)	(581)	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	517010		J01	Gross Expenditures	6333_C	Senior Building Inspector	S	DBI22-03	-	-	-	-	152	152	-	-	-	-	160	160	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	517010		J01	Gross Expenditures	6334_C	Chief Building Inspector	S	DBI22-03	-	-	-	-	(168)	(168)	-	-	-	-	(176)	(176)	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	517010		J01	Gross Expenditures	9991M_Z	One Day Adjustment - Misc	R	DBI22-04	-	-	-	-	(1)	(1)	-	-	-	-	(1)	(1)	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	519120		J01	Gross Expenditures	1824_C	Principal Administrative Analyst	R	DBI22-04	-	-	-	-	(510)	(510)	-	-	-	-	(536)	(536)	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	519120		J01	Gross Expenditures	1824_C	Principal Administrative Analyst	S	DBI22-04	-	-	-	-	510	510	-	-	-	-	536	536	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	519120		J01	Gross Expenditures	5207_C	Associate Engineer	S	DBI22-01	-	-	-	-	2,062	2,062	-	-	-	-	2,165	2,165	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	519120		J01	Gross Expenditures	5207_C	Associate Engineer	S	DBI22-04	-	-	-	-	(515)	(515)	-	-	-	-	(541)	(541)	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	519120		J01	Gross Expenditures	5211_C	Engineer/Architect/Landscape Architect	S	DBI22-02	-	-	-	-	690	690	-	-	-	-	725	725	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	519120		J01	Gross Expenditures	5218_C	Structural Engineer	S	DBI22-02	-	-	-	-	(657)	(657)	-	-	-	-	(690)	(690)	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	519120		J01	Gross Expenditures	6331_C	Building Inspector	S	DBI22-01	-	-	-	-	(2,164)	(2,164)	-	-	-	-	(2,271)	(2,271)	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	519120		J01	Gross Expenditures	6333_C	Senior Building Inspector	S	DBI22-03	-	-	-	-	597	597	-	-	-	-	626	626	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	519120		J01	Gross Expenditures	6334_C	Chief Building Inspector	S	DBI22-03	-	-	-	-	(657)	(657)	-	-	-	-	(690)	(690)	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	519120		J01	Gross Expenditures	9991M_Z	One Day Adjustment - Misc	R	DBI22-04	-	-	-	-	(2)	(2)	-	-	-	-	(2)	(2)	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	519120		J01	Gross Expenditures	9991M_Z	One Day Adjustment - Misc	S	DBI22-01	-	-	-	-	-	-	-	-	-	-	(1)	(1)	NO	YES		
Self Supporting	DBI	229344	DBI Permit Services	229333	DBI PS Plan Review	5130Fringe	519120		J01	Gross Expenditures	9991M_Z	One Day Adjustment - Misc	S	DBI22-03	-	-	-	-	(1)	(1)	-	-	-	-	(1)	(1)	NO	YES		



[illegible]



# DEPARTMENT OF BUILDING INSPECTION ORGANIZATIONAL CHART

