

Building Division

The Building Division oversees the enforcement of all building codes to ensure the safety, health and welfare of the public while serving the permitting, inspections and licensing needs of residents and contractors. Staff serves in assistance to the City Manager and Sarasota County for emergency response and would provide critical services in the event of major damage and rebuilding efforts from a natural disaster or other catastrophic event. Staff also assists in support of the Technical Review Committee, Code Enforcement Board, the Construction Board of Adjustment and Appeals, and the Architectural Review Board.

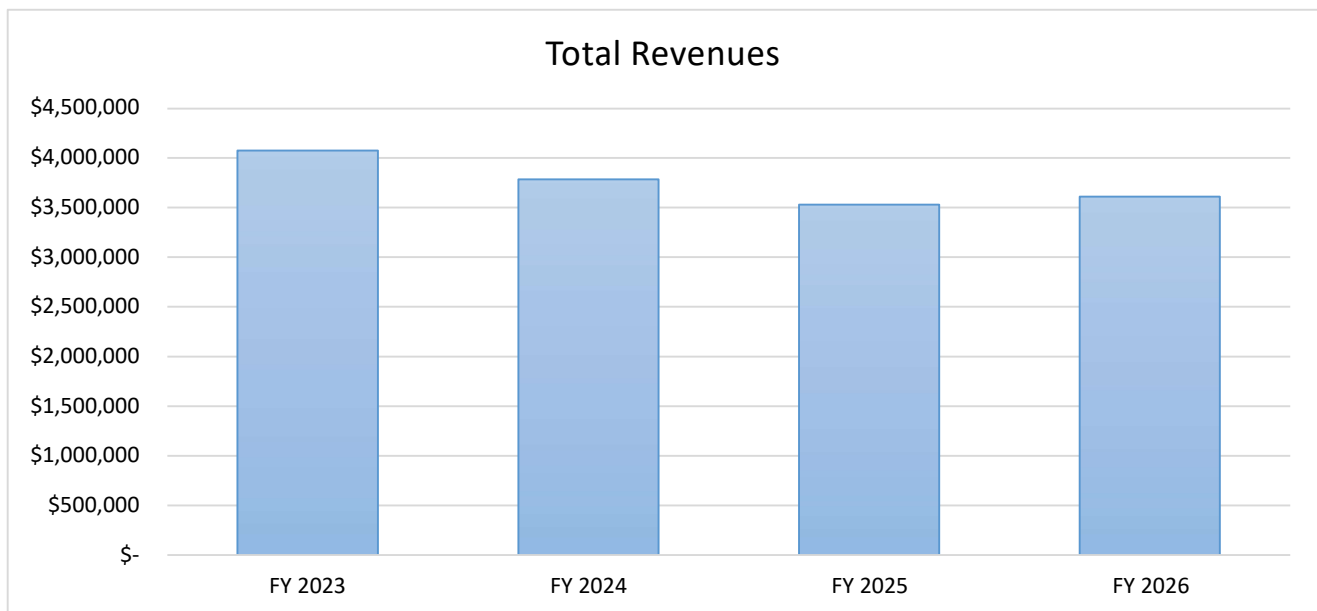
Goal	Objective	Performance Measure	FY 24	FY25	FY 26
Council Strategic Goal #2: Provide Efficient, Responsive Government with High Quality Services	Assess service & delivery demands	Maintain monthly activity reports	85%	83%	84%
		Monitor inspection turn-around time frames	95%	92%	93%
		Continue permit reviews in compliance with Statute 553.79	95%	92%	93%
		Maintain expired permits quarterly as per Statute 553.79	70%	72%	73%
	Initiate Phase 1 Milestone Inspections	Provide progress report on Phase 1 Milestone Inspections for condominiums and cooperative association buildings three stories or more in height. Monitor implementation, correspondence, and new legislation	70%	77%	77%
	Technology Process Improvements /Maintenance	Maintain performance of existing permitting software	90%	87%	90%
		Begin the Implementation of Accela Civic Application (permitting system replacement) for public and staff.	N/A	N/A	50%
	Continue to monitor records and records requests	Maintain response time as per statute 119.07	50%	57%	57%
		Digitize hardcopy permit archive and upload to Laserfiche Storage as per GS1-SL	10%	11%	12%
	Update City website/ Building Department Webpage	Continuously update documents	60%	67%	60%
		Continuously update reports	60%	67%	60%
		Confirm ADA compatibility	91%	92%	91%

Goal	Objective	Performance Measure	FY 24	FY25	FY 26
Council Strategic Goal #3: Ensure a Financially Sound City	Review permit fee schedule according to Statute 553.80	Work with Permit Fee Consultant to review and analyze building permit and inspection fees.	N/A	50%	100%
	Review existing expenditures	Review costs of existing software	70%	67%	80%
		Review costs of existing contract services	70%	67%	80%

116 - Building Permit Fees Fund

Revenues

Revenues:	Actual FY 2023	Actual FY 2024	Expected FY 2025	Proposed Budget FY 2026
Licenses & Permits	\$ 3,762,503	\$ 3,546,063	\$ 3,400,600	\$ 3,500,000
Miscellaneous	8,180	11,521	7,000	7,000
Interest	304,393	228,449	122,500	105,000
Total Revenues	\$ 4,075,076	\$ 3,786,033	\$ 3,530,100	\$ 3,612,000

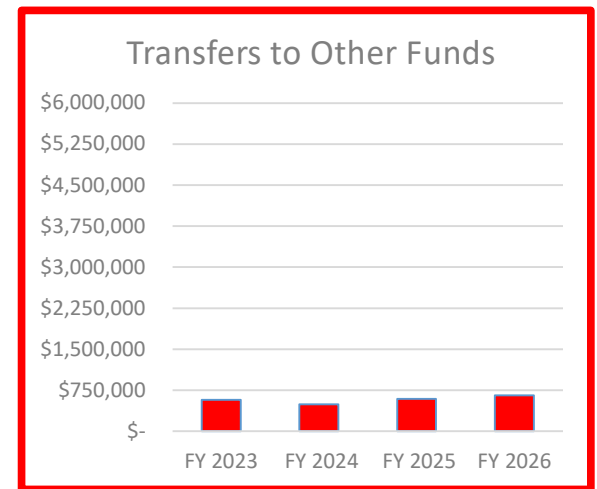
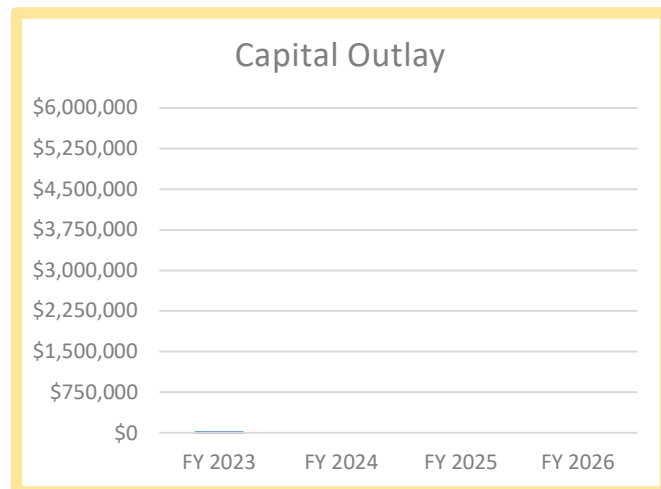
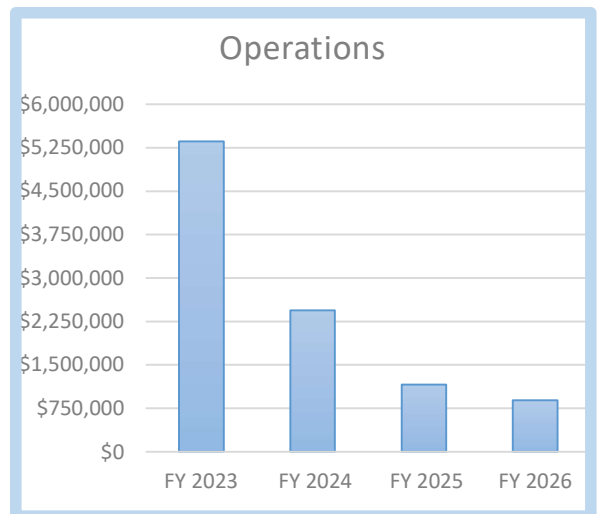
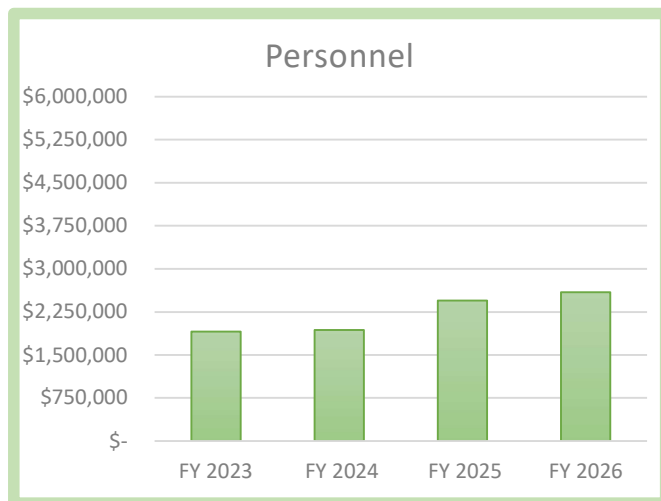


CITY OF VENICE														
BUILDING PERMIT FEES FUND 116														
REVENUES														
6 mos. = 50%														
Unaudited														
Fund 116 - REV														
As of 5/23/25														
BUILDING PERMIT FEES FUND 116	Actual FY 2023	Actual FY 2024	Adopted Budget FY 2025	Proj/Enc Rolls & Bud Amend FY 2025	Amended Budget FY2025	YTD Thru 03/31/25	% YTD FY25	Positive (Negative) Variance	Expected FY 2025	Net Positive (Negative) Variance	Proposed Budget FY 2026	Incr (Decr) over FY26 Expected	Pct Incr (Decr)	FY2025 Budget Comments
Revenues:														
Grand Total	4,075,076	3,786,033	3,530,100	0	3,530,100	1,156,765	33%	(2,373,335)	3,530,100	(2,373,335)	3,612,000	81,900	2.3%	
Rev - Interest	304,393	228,449	122,500	0	122,500	56,275	46%	(66,225)	122,500	(66,225)	105,000	(17,500)	-14.3%	
361.10-00 - INTEREST ON INVESTMENTS	304,393	228,449	122,500	0	122,500	56,275	46%	(66,225)	122,500	(66,225)	105,000	(17,500)	-14.3%	
Rev - Licenses and Permits	3,762,503	3,546,063	3,400,600	0	3,400,600	1,098,027	32%	(2,302,573)	3,400,600	(2,302,573)	3,500,000	99,400	2.9%	
322.00-00 -LICENSES & BUILDING PERMITS	3,762,503	3,546,063	3,400,600	0	3,400,600	1,098,027	32%	(2,302,573)	3,400,600	(2,302,573)	3,500,000	99,400	2.9%	
Rev - Miscellaneous, Other	8,180	11,521	7,000	0	7,000	2,463	-	(4,537)	7,000	(4,537)	7,000	0	-	
369.90-19 - MISCELLANEOUS REVENUE	8,180	11,521	7,000	0	7,000	2,463	-	(4,537)	7,000	(4,537)	7,000	0	-	
Operating Analysis														
Revenues (Above)	4,075,076	3,786,033	3,530,100	0	3,530,100	1,156,765	33%		3,530,100		3,612,000			
Operating Expenses (Excl'g Capital)	(7,693,957)	(4,868,157)	(4,182,368)	(24,191)	(4,206,559)	(1,425,474)	34%		(4,206,559)		(4,136,159)			
Net Operating Revenues	(3,618,881)	(1,082,124)	(652,268)	(24,191)	(676,459)	(268,709)			(676,459)		(524,159)			
Total Fund Analysis														
Revenues (Above)	4,075,076	3,786,033	3,530,100	0	3,530,100				3,530,100		3,612,000			
Expenses (Next Sheet)	(7,855,665)	(4,873,157)	(4,182,368)	(24,191)	(4,206,559)				(4,206,559)		(4,136,159)			
Net Revenues (Expenditures)	(3,780,589)	(1,087,124)	(652,268)	(24,191)	(676,459)				(676,459)		(524,159)			
Beginning Fund Balance	7,344,346	3,563,757	2,004,468						2,476,633		1,800,174			
Ending Fund Balance	3,563,757	2,476,633	1,352,200						1,800,174		1,276,015			A
Target Analysis - Fund Balance as % of Annual Expenditures														
	Actual FY 2023	Actual FY 2024	Adopted Budget						Expected FY 2025		Proposed Budget			
Projected Ending Fund Balance	3,563,757	2,476,633	1,352,200						1,800,174		1,276,015			A
Encumbrance Carryover	0	0	0						0		0			
Unencumbered Fund Balance	3,563,757	2,476,633	1,352,200						1,800,174		1,276,015			
Maximum**	3,381,323	3,657,205	3,899,688						3,899,688		4,090,011			
Excess (Shortage)	182,434	(1,180,572)	(2,547,488)						(2,099,514)		(2,813,996)			<-Should not be an excess
** Target in this fund was 12 months operating expenses. Beginning in FY2020, it cannot exceed that average (past four years).														

BUILDING PERMIT FEES FUND

BUDGET SUMMARY

	Actual FY 2023	Actual FY 2024	Amended Budget FY 2025	Proposed Budget FY 2026
Personnel	\$ 1,904,507	\$ 1,934,367	\$ 2,450,433	\$ 2,591,799
Operations	5,359,381	2,443,299	1,162,155	891,019
Capital Outlay	14,708	-	-	-
Transfers to Other Funds	577,069	495,491	593,971	653,341
Totals	\$ 7,855,665	\$ 4,873,157	\$ 4,206,559	\$ 4,136,159



<div> <div>CITY OF VENICE</div> <div>BUILDING PERMIT FEES FUND</div> <div>EXPENDITURES</div> </div> <div> <div>6 mos. = 50%</div> <div>Unaudited</div> </div> <div> <div>Fund 116 - EXP</div> <div>As of 5/23/25</div> </div>													
Building 116-0801	Actual FY 2023	Actual FY 2024	Adopted Budget FY 2025	Proj/Enc Rolls & Bud Amend FY 2025	Amended Budget FY2025	YTD Thru 03/31/25	% YTD FY25	Expected FY 2025	Positive (Negative) Variance	Proposed Budget FY 2026	Incr (Decr) over FY25 Orig Bud	Pct Incr (Decr)	FY2025 Budget Comments
Exp - Capital Outlay	14,708	0	0	0	0	0	-	0	0	0	0	-	
524.63-00 - IMPROV OTHER THAN BLDGS	0	0	0	0	0	0	-	0	0	0	0	-	
524.64-00 - MACHINERY & EQUIPMENT	14,708	0	0	0	0	0	-	0	0	0	0	-	
Exp - Insurance	21,320	21,026	20,858	0	20,858	10,428	50%	20,858	10,430	19,907	(951)	-4.6%	
524.45-00 - INSURANCE	21,320	21,026	20,858	0	20,858	10,428	50%	20,858	10,430	19,907	(951)	-4.6%	city wide allocation
Exp - Maintenance	123,130	128,497	138,142	7,340	145,482	97,600	67%	145,482	0	164,999	26,857	19.4%	
524.46-02 - REPAIR & MAINT / COMPUTER DEVICES	37,626	22,452	16,100	7,340	23,440	5,058	22%	23,440	0	40,012	23,912	148.5%	
524.46-37 - REPAIR & MAINT/ FLEET MAINT- LABOR	5,104	5,202	6,600	0	6,600	1,099	17%	6,600	0	6,930	330	5.0%	
524.46-38 - REPAIR & MAINT / FLEET MAINT- PARTS	4,914	4,644	6,600	0	6,600	913	14%	6,600	0	6,930	330	5.0%	
524.46-39 - REPAIR & MAINT / FLEET MAINT- OTHER	9,264	14,195	2,000	0	2,000	3,914	196%	2,000	0	2,100	100	5.0%	GPS Cameras
524.46-40 - REPAIR & MAINT / INFO SYS	66,222	82,004	106,842	0	106,842	86,616	81%	106,842	0	109,027	2,185	2.0%	Virtual Inspections, E-Plan Review/Bluebeam
Exp - Miscellaneous, services and supplies	4,443,504	1,882,614	190,264	0	190,264	39,486	21%	190,264	0	130,463	(59,801)	-31.4%	
524.40-00 - TRAVEL AND TRAINING	0	25	0	0	0	0	-	0	0	0	0	-	
524.40-40 - TRAVEL AND TRAINING / INFO SYS	0	0	6,000	0	6,000	0	0%	6,000	0	37,000	31,000	516.7%	
524.41-00 - COMMUNICATION SERVICES	30,910	27,743	19,039	0	19,039	0	0%	19,039	0	0	(19,039)	-100.0%	was moved to acct # 46-40
524.41-40 - COMMUNICATION SERVICES - IS	3,426	8,112	54,475	0	54,475	11,798	22%	54,475	0	27,723	(26,752)	-49.1%	
524.44-00 - RENTALS & LEASES	3,091	3,389	3,740	0	3,740	1,918	51%	3,740	0	3,740	0	0.0%	
524.44-50 - RENTALS & LEASES-FLEET REPL	36,732	59,786	49,710	0	49,710	24,852	50%	49,710	0	49,700	(10)	0.0%	
524.47-00 - PRINTING AND BINDING	992	282	2,300	0	2,300	490	21%	2,300	0	2,300	0	0.0%	
524.49-00 - OTHER CHGS-OBLIGATIONS	4,366,513	1,782,434	0	0	0	0	0%	0	0	0	0	0.0%	FY23: Refunds FY24: Refunds & lawsuit settlement
524.51-00 - OFFICE SUPPLIES	1,531	843	27,500	0	27,500	428	2%	27,500	0	5,000	(22,500)	-81.8%	
524.54-00 - BOOKS, PUBS, SUB, MEMBER	309	0	27,500	0	27,500	0	0%	27,500	0	5,000	(22,500)	-81.8%	
Exp - Professional Services	750,072	390,357	753,000	16,851	769,851	76,656	10%	769,851	0	533,000	(220,000)	-29.2%	
524.31-00 - PROFESSIONAL SERVICES	1,558	2,490	176,000	16,851	192,851	1,519	1%	192,851	0	126,000	(50,000)	-28.4%	
524.31-03 - PROFESSIONAL SERVICES / LEGAL	291,525	229,198	106,000	0	106,000	0	0%	106,000	0	106,000	0	0.0%	
524.31-40 - PROFESSIONAL SERVICES/ INFO SYS	0	0	1,000	0	1,000	0	0%	1,000	0	1,000	0	0.0%	
524.34-00 - OTHER CONTRACTUAL SERVICES	456,989	158,669	470,000	0	470,000	75,137	16%	470,000	0	300,000	(170,000)	-36.2%	Inspection/Permit Tech Services

CITY OF VENICE													
BUILDING PERMIT FEES FUND													
EXPENDITURES													
Fund 116 - EXP													
6 mos. = 50%													
Unaudited													
As of 5/23/25													
Building 116-0801	Actual FY 2023	Actual FY 2024	Adopted Budget FY 2025	Proj/Enc Rolls & Bud Amend FY 2025	Amended Budget FY2025	YTD Thru 03/31/25	% YTD FY25	Expected FY 2025	Positive (Negative) Variance	Proposed Budget FY 2026	Incr (Decr) over FY25 Orig Bud	Pct Incr (Decr)	FY2025 Budget Comments
Exp - Services and Supplies	21,355	20,805	35,700	0	35,700	5,613	16%	35,700	0	42,650	6,950	19.5%	
524.52-00 - OPERATING SUPPLIES	5,957	2,890	17,600	0	17,600	1,070	6%	17,600	0	18,800	1,200	6.8%	
524.52-03 - OPER SUPP / CLOTHING ALLOWANCE	1,294	1,681	5,000	0	5,000	0	0%	5,000	0	10,000	5,000	100.0%	
524.52-25 - OPER SUPP / SAFETY SHOE REIMBURSE	1,368	937	2,100	0	2,100	576	27%	2,100	0	2,300	200	9.5%	
524.52-35 - OPERATING SUPPLIES / GASOLINE	12,736	15,297	11,000	0	11,000	3,967	36%	11,000	0	11,550	550	5.0%	
Exp - Transfers Out	577,069	495,491	593,971	0	593,971	296,982	50%	593,971	0	653,341	59,370	10.0%	
524.49-02 - ADMINISTRATIVE CHARGES	430,069	490,491	593,971	0	593,971	296,982	50%	593,971	0	653,341	59,370	10.0%	
9902-581.91-28 TRANSFERS TO FLEET FUND	147,000	5,000	0	0	0	0	-	0	0	0	0	-	"Catch-up" - see Fleet Report
capital	14,708	0	0	0	0	0	0%	0	0	0	0	0.0%	
operating	5,506,381	2,448,299	1,137,964	24,191	1,162,155	229,783	20%	1,162,155	10,430	891,019	(246,945)	-21.7%	
transfers out	430,069	490,491	593,971	0	593,971	296,982	50%	593,971	0	653,341	59,370	10.0%	

BUILDING PERMIT FEES FUND

STAFFING

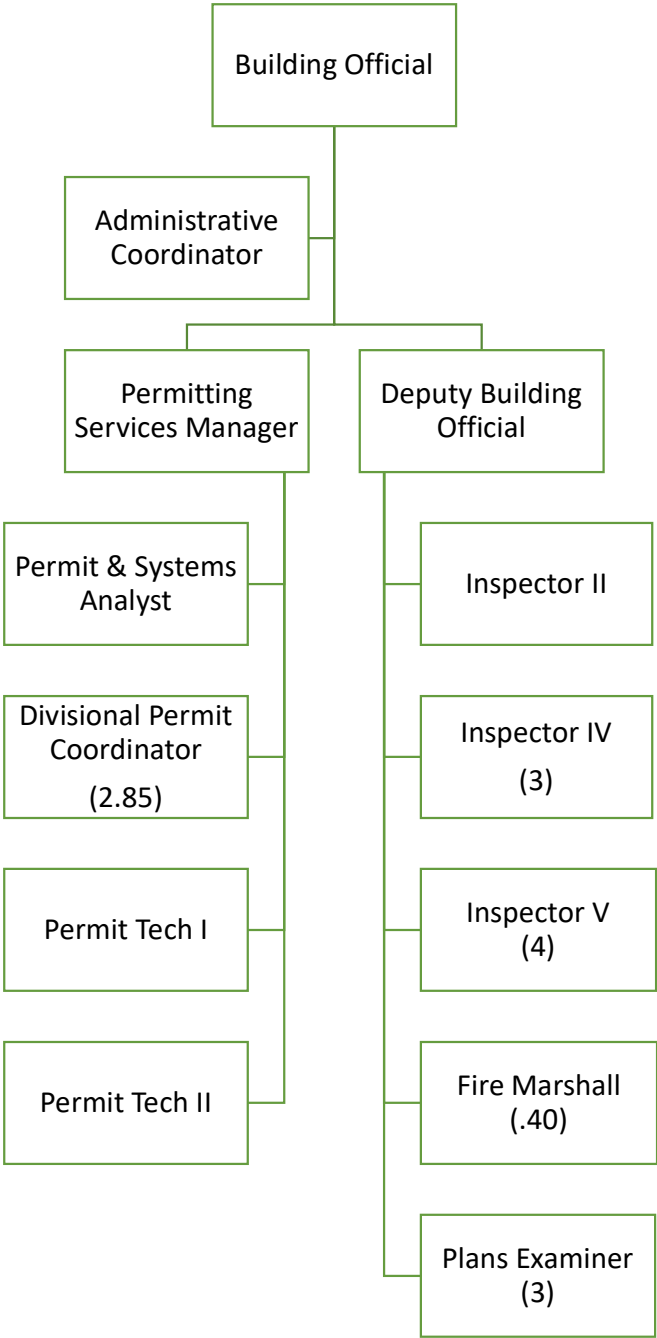
CLASSIFICATION	Actual FY 2023	Actual FY 2024	Amended Budget FY 2025	Proposed Budget FY 2026
Building Official	1.00	1.00	1.00	1.00
Deputy Building Official	1.00	1.00	1.00	1.00
Inspector II	1.00	1.00	1.00	1.00
Inspector V	4.00	4.00	4.00	4.00
Inspector IV	3.00	3.00	3.00	3.00
Permitting Services Manager	1.00	1.00	1.00	1.00
Plans Examiner	3.00	3.00	3.00	3.00
Permit Technician	2.00	2.00	2.00	2.00
Permit & Systems Analyst	1.00	1.00	1.00	1.00
Divisional Permit Coordinator *	0.85	0.85	0.85	0.85
Divisional Permit Coordinator	2.00	2.00	2.00	2.00
Admin Coordinator	1.00	1.00	1.00	1.00
Fire Marshal **	0.40	0.40	0.40	0.40
Permit Tech (Tree Permit) ***	0.50	0.00	0.00	0.00
Total Department Staff	21.75	21.25	21.25	21.25

* Position split between General Fund (Engineering) and Building Fund.

** Position split between General Fund (Fire) and Building Fund

*** Position removed in FY24

BUILDING PERMIT FEES FUND



CITY OF VENICE GROWTH MGMT TRAINING FD #113 REVENUES & EXPENDITURES													
6 mos. = 50%										Fund 113 As of 04/18/25			
REVENUES & EXPENDITURES	FY2023 Actuals	FY2024 Actuals	Adopted Budget FY 2025	Project & Encumbr. Rolls	Amended Budget FY2025	YTD Thru 03/31/25	% YTD FY25	Expected FY 2025	Positive (Negative) Variance	Proposed Budget FY 2026	Incr (Decr) over FY25 Expected	Pct Incr (Decr)	FY2026 Budget Comments
Revenues:													
Grand Total - Revenues	45,121	56,332	44,700	0	44,700	17,755	40%	44,700	0	34,500	(10,200)	-22.8%	
Rev - Miscellaneous	35,129	41,753	40,500	0	40,500	11,670	29%	40,500	0	30,000	(10,500)	-25.9%	
369.90-29 - MISCELLANEOUS REVENUE	35,129	41,753	40,500	0	40,500	11,670	29%	40,500	0	30,000	(10,500)	-25.9%	
Rev - Interest	9,992	14,579	4,200	0	4,200	6,085	145%	4,200	0	4,500	300	7.1%	
361.10-00 - INTEREST ON INVESTMENTS	9,992	14,579	4,200	0	4,200	6,085	145%	4,200	0	4,500	300	7.1%	
REVENUES & EXPENDITURES	FY2023 Actuals	FY2024 Actuals	Adopted Budget FY 2025	Project & Encumbr. Rolls	Amended Budget FY2025	YTD Thru 03/31/25	% YTD FY25	Expected FY 2025	Positive (Negative) Variance	Proposed Budget FY 2026	Incr (Decr) over FY25 Orig Bud	Pct Incr (Decr)	FY2026 Budget Comments
Expenditures:													
Grand Total - Expenditures	36,886	24,134	105,000	0	105,000	5,814	6%	105,000	0	105,000	0	0.0%	Ord 93-21; Building staff training
Exp - General Government (1501)	36,886	24,134	105,000	0	105,000	5,814	6%	105,000	0	105,000	0	0.0%	
524.40-00 - TRAVEL AND TRAINING	20,705	20,674	80,000	0	80,000	3,102	4%	80,000	0	80,000	0	0.0%	
524.54-00 - BOOKS, PUBS, SUB, MEMBER	16,181	3,460	25,000	0	25,000	2,712	11%	25,000	0	25,000	0	0.0%	
Total Fund Analysis													
Revenues (Above)	45,121	56,332	44,700	0	44,700			44,700		34,500			B
Expenditures (Above)	(36,886)	(24,134)	(105,000)	0	(105,000)			(105,000)		(105,000)			
Net Revenues	8,235	32,198	(60,300)	0	(60,300)			(60,300)		(70,500)			
Beginning Fund Balance	206,313	214,548	149,548					246,746		186,446			
Ending Fund Balance	214,548	246,746	89,248					186,446		115,946			A
Target Analysis - Fund Bal as a % of Annual Revs.													
	FY2023 Actuals	FY2024 Actuals	Adopted Budget FY 2025					Expected FY 2025		Proposed Budget FY 2026			
Projected Ending Net Assets	214,548	246,746	89,248					186,446		115,946			A
Annual Revenues	45,121	56,332	44,700					44,700		34,500			B
Percent	475%	438%	200%					417%		336%			
Target *	11,280	14,083	11,175					11,175		8,625			
Excess (Shortage)	203,268	232,663	78,073					175,271		107,321			
* Target in this fund is 3 month's revenues.													