

320 – Building Inspection

Building Inspection is a division of the Land Use Services Department. It is primarily responsible for enforcing the CVRD Building bylaws as well as issuing permits and inspecting buildings and structures. The division collaborates with internal departments and external agencies, as well as stakeholder groups. Division staff, also regularly interact with other divisions on their various projects. The Building Inspection Division is funded from fees and permits (mainly building application fees) and internal recoveries from the divisions that utilize the service, in addition to requisition.

320 - BUILDING INSPECTION

TOTAL REQUISITION

349,984

STATUTORY LIMITATION:

NONE

BASIS OF APPORTIONMENT:

ASSESSMENTS TAXABLE FOR HOSPITAL PURPOSES FOR ALL AREAS

PARTICIPATING AREAS:	FIGURES USED FOR APPORTIONMENT	MEMBERS SHARE	PRIOR YEAR ADJ	TOTAL
ELECTORAL AREA A	168,858,451	46,245	(11)	46,234
ELECTORAL AREA B	280,381,238	76,787	(6)	76,781
ELECTORAL AREA C	155,256,783	42,520	(2)	42,518
ELECTORAL AREA D	102,372,502	28,036	(2)	28,035
ELECTORAL AREA E	129,383,096	35,434	(7)	35,427
ELECTORAL AREA F	108,679,110	29,764	17	29,781
ELECTORAL AREA G	104,494,338	28,618	9	28,627
ELECTORAL AREA H	114,193,062	31,274	(3)	31,271
ELECTORAL AREA I	114,315,481	31,307	4	31,311
TOTAL	1,277,934,061	349,984	0	349,984

RESIDENTIAL TAX RATE:
(PER \$1000 OF NET TAXABLE VALUE)

0.0274

COST PER \$100,000 HOUSEHOLD
2.74

COWICHAN VALLEY REGIONAL DISTRICT

2021-2025 FINANCIAL EXPENDITURE PROGRAM

Service: Building Inspection

Function: 320

TOTAL EXPENDITURE	2020	2021	2022	2023	2024	2025
Operational Costs	\$1,030,486	\$937,915	\$956,798	\$976,059	\$998,383	\$1,022,001
Long Term Debt						
Short Term Debt	7,542	6,257	6,257	6,257	3,579	
Capital						
Transfer to Capital Reserve						
TOTAL APPLICATION OF FUNDS	\$1,038,028	\$944,172	\$963,055	\$982,316	\$1,001,962	\$1,022,001
SOURCES OF FUNDS						
Requisition/Parcel Tax	\$345,344	\$349,984	\$378,867	\$398,128	\$417,774	\$437,813
User Fee						
Transfer from Capital Reserve						
Other	692,684	584,188	584,188	584,188	584,188	584,188
Debt Proceeds						
Transfer from Operating Reserve	82,273	10,000				
Surplus/(Deficit)	(82,273)					
TOTAL SOURCE OF FUNDS	\$1,038,028	\$944,172	\$963,055	\$982,316	\$1,001,962	\$1,022,001

2021 Debt Short Term with Principal & Interest

Borrowed	Amount	Maturity	P & I
New Vehicle	\$21,444	2024	\$6,257
Total			<u>\$6,257</u>



Account Code : ??-?-????-???? To : ??-?-????-????

Function Type : Selective

**GENERAL REVENUE FUND
 320 - BUILDING INSPECTION**

		2018 ACTUAL	2019 ACTUAL	2020 2ND AMEND BU	2021 BUDGET VALUE
OPERATING REV					
2000 GRANTS					
01-1-2000-2100	FEDERAL GRANTS IN LIEU	-163	-75	0	0
	Total GRANTS	-163	-75	0	0
4433 RECOVERY OF COSTS					
01-1-4433-0000	GENERAL	-85	-6,677	0	0
	Total RECOVERY OF COSTS	-85	-6,677	0	0
5100 FEES & PERMITS					
01-1-5100-3505	BUILDING PERMITS	-854,961	-534,097	-692,684	-584,188
01-1-5100-3525	FILE REVIEW FEES	-102	-134	0	0
	Total FEES & PERMITS	-855,063	-534,230	-692,684	-584,188
5211 VIOLATION FINES					
01-1-5211-0011	REGULATORY TICKETS	-200	-2,160	0	0
	Total VIOLATION FINES	-200	-2,160	0	0
7571 REQUISITION					
01-1-7571-0000	REQUISITION	-217,593	-278,673	-345,344	-349,984
	Total REQUISITION	-217,593	-278,673	-345,344	-349,984
9110 SURPLUS/DEFICIT - CURRENT YEAR					
01-1-9110-0000	SURPLUS/DEFICIT	0	0	82,273	0
	Total SURPLUS/DEFICIT - CURR	0	0	82,273	0
9120 TRANSFER FROM OPERATING RESERVE					
01-1-9120-0000	TSF FROM OPERATING RESEF	0	-35,565	-82,273	-10,000
	Total TRANSFER FROM OPERA1	0	-35,565	-82,273	-10,000
	Total OPERATING REV	-1,073,104	-857,380	-1,038,028	-944,172

OPERATING EXP

2920 ENFORCEMENT AND INSPECTION EXPENDITURES

01-2-2920-1101	SALARIES/FULL TIME REGULA	641,728	575,831	623,534	588,093
01-2-2920-1400	BENEFITS	160,656	153,238	174,590	161,455
01-2-2920-2111	TRAVEL	901	410	10,000	5,000
01-2-2920-2122	COURIER & EXPRESS	62	0	40	40
01-2-2920-2131	TELEPHONE	4,302	6,117	6,200	6,200
01-2-2920-2210	ADVERTISING	0	410	400	10,400
01-2-2920-2230	SUBSCRIPTIONS	1,634	0	800	800
01-2-2920-2321	LEGAL SERVICES	0	87	0	0
01-2-2920-2327	LAND TITLES EXPENSES	3,145	3,589	2,500	2,500

Cowichan Valley Regional District
Budget Report by Cost Center



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**GENERAL REVENUE FUND
 320 - BUILDING INSPECTION**

		2018 ACTUAL	2019 ACTUAL	2020 2ND AMEND BU	2021 BUDGET VALUE
01-2-2920-2330	CONSULTANTS	0	0	800	800
01-2-2920-2338	CONTRACT FOR SERVICES	-53	0	0	0
01-2-2920-2340	TRAINING & DEVELOPMENT	6,154	3,951	9,000	6,287
01-2-2920-2341	REGISTRAT/CONFERENCES/S	3,314	-88	8,500	5,000
01-2-2920-2371	INSURANCE - CASUALTY	0	0	150	150
01-2-2920-2372	INSURANCE DEDUCTIBLES	200	0	0	0
01-2-2920-2375	INSURANCE CLAIMS	0	0	6,000	3,000
01-2-2920-2395	MEMBERSHIPS	2,436	3,849	4,000	4,000
01-2-2920-2475	MISCELLANEOUS EQUIPMENT	5,921	1,772	5,000	5,000
01-2-2920-2476	PURCHASED REPAIRS/OFFICE	0	0	300	300
01-2-2920-2532	COMPUTER SOFTWARE UPGR	3,595	8,425	9,600	8,000
01-2-2920-2610	RENTALS - BUILDING	600	3,600	3,600	3,600
01-2-2920-4100	ALLOC - GENERAL GOVERNME	33,137	39,354	81,936	74,714
01-2-2920-4102	ALLOC - PHOTOCOPY	2,550	0	0	0
01-2-2920-4200	ALLOC - PLANNING	0	0	18,000	0
01-2-2920-4203	ALLOC - PLANNING	12,161	7,548	7,548	0
01-2-2920-4540	ALLOC - INFO TECHNOLOGY	27,716	30,672	0	0
01-2-2920-4550	ALLOC - HUMAN RESOURCES	26,454	36,956	0	0
01-2-2920-4560	ALLOC - LIABILITY INSURANCE	31,868	24,861	30,182	33,652
01-2-2920-4585	ALLOC - BUILDING COSTS	25,000	29,614	24,398	28,189
01-2-2920-5110	SUNDRY EXPENSES	547	42	800	500
01-2-2920-5411	CLOTHING	94	652	1,100	500
01-2-2920-5919	SAFETY SUPPLIES	493	78	500	500
01-2-2920-5920	SUPPLIES - OFFICE	1,705	4,272	3,500	3,500
01-2-2920-8150	BANK CHARGES	8,417	4,942	9,000	500
01-2-2920-9910	CONTINGENCY	0	0	6,371	5,000
	Total ENFORCEMENT AND INSP	1,004,736	940,182	1,048,349	957,680
3930 2011 JEEP (932SNW)(NORM)					
01-2-3930-2373	INSURANCE/AUTOMOTIVE EQI	1,240	1,419	1,624	1,624
01-2-3930-2470	PURCHASED REPAIRS - VEHIC	580	2,661	300	300
01-2-3930-2570	PURCHASED MAINTENANCE/V	1,424	275	300	300
01-2-3930-5310	FUEL & LUBRICANTS	2,324	2,016	2,160	2,160
	Total 2011 JEEP (932SNW)(NORI	5,568	6,371	4,384	4,384
3931 2012 JEEP (769TLJ)(GORD)					
01-2-3931-2373	INSURANCE/AUTOMOTIVE EQI	1,259	1,428	1,572	1,572
01-2-3931-2470	PURCHASED REPAIRS - VEHIC	2,336	1,617	300	300
01-2-3931-2570	PURCHASED MAINTENANCE/V	256	165	300	300
01-2-3931-5310	FUEL & LUBRICANTS	2,515	2,232	2,400	2,400
	Total 2012 JEEP (769TLJ)(GORD	6,365	5,441	4,572	4,572



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**GENERAL REVENUE FUND
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	2018 ACTUAL	2019 ACTUAL	2020 2ND AMEND BU	2021 BUDGET VALUE
3932 2018 ESCAPE (HJ597H)(SONNY)				
01-2-3932-2373 INSURANCE/AUTOMOTIVE EQI	0	1,989	1,864	1,864
01-2-3932-2570 PURCHASED MAINTENANCE/V	0	64	100	200
01-2-3932-5310 FUEL & LUBRICANTS	0	757	1,600	1,600
Total 2018 ESCAPE (HJ597H)(SC	0	2,810	3,564	3,664
6122 2017 FORD ESCAPE (FC 546P)(GARY)				
01-2-6122-2373 INSURANCE	1,458	1,687	1,616	1,616
01-2-6122-2570 PURCHASED MAINTENANCE	372	94	200	200
01-2-6122-5310 FUEL & LUBRICANTS	2,061	1,857	1,800	1,800
Total 2017 FORD ESCAPE (FC 5	3,891	3,638	3,616	3,616
6126 2008 JEEP (142JXV)(NINO)				
01-2-6126-2373 INSURANCE/AUTOMOTIVE EQI	1,181	1,323	0	0
01-2-6126-2470 PURCHASED REPAIRS - VEHIC	2,769	0	0	0
01-2-6126-2570 PURCHASED MAINTENANCE/V	262	314	0	0
01-2-6126-5310 FUEL & LUBRICANTS	1,905	1,283	0	0
Total 2008 JEEP (142JXV)(NINO)	6,117	2,920	0	0
6195 BYLAW ENFORCEMENT EXPENDITURES				
01-2-6195-2321 LEGAL SERVICES	1,036	5,671	31,000	20,000
Total BYLAW ENFORCEMENT E	1,036	5,671	31,000	20,000
8115 SHORT TERM DEBT				
01-2-8115-8215 INTEREST	0	306	437	461
01-2-8115-8216 PRINCIPAL	0	2,313	7,106	5,795
Total SHORT TERM DEBT	0	2,619	7,543	6,256
9900 INTERNAL RECOVERIES				
01-2-9900-4106 ALLOC - BYLAW ENFORCEMEN	0	0	0	-50,000
01-2-9900-4150 ALLOC - PLANNING	-30,000	-30,000	-59,000	0
01-2-9900-4208 ALLOC - ANIMAL CONTROL	0	0	-6,000	-6,000
Total INTERNAL RECOVERIES	-30,000	-30,000	-65,000	-56,000
Total OPERATING EXP	997,712	939,652	1,038,028	944,172
CAPITAL REV				
8250 M.F.A. FUNDING				
01-7-8250-0002 M.F.A. FUNDING - SHORT TERM	0	-29,410	0	0
Total M.F.A. FUNDING	0	-29,410	0	0
9120 TRANSFER FROM OPERATING RESERVE				
01-7-9120-0000 TRANSFER FROM OPERATING	-60,834	0	0	0



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**GENERAL REVENUE FUND
 320 - BUILDING INSPECTION**

	2018 ACTUAL	2019 ACTUAL	2020 2ND AMEND BU	2021 BUDGET VALUE
Total TRANSFER FROM OPERAT	-60,834	0	0	0
Total CAPITAL REV	-60,834	-29,410	0	0
CAPITAL EXP				
8221 TRANSFER/GENERAL CAPITAL				
01-8-8221-6113 FURNITURE, FIXTURES, EQUIP	6,716	0	0	0
01-8-8221-6126 VEHICLES & MACHINERY	29,117	29,411	0	0
Total TRANSFER/GENERAL CAP	35,834	29,411	0	0
Total CAPITAL EXP	35,834	29,411	0	0
Surplus/Deficit	-100,392	82,273	0	0

**Cowichan Valley Regional District
Budget Report by Cost Center**



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Function Type : Selective

	2018 ACTUAL	2019 ACTUAL	2020 2ND AMEND BU	2021 BUDGET VALUE
Summary Total Revenues	-1,073,104	-857,380	-1,038,028	-944,172
Summary Total Expenses	997,712	939,652	1,038,028	944,172
Summary Surplus/Deficit	-100,392	82,273	0	0
