



# 2024 Proposed Budget: Safety and Inspections

The Department of Safety and Inspections (DSI) is a proactive, multi-disciplinary agency that builds and maintains a livable Saint Paul community through strong leadership, creative partnerships, teamwork, and effective regulatory strategies. DSI's responsibilities include: 1) Animal Services, 2) Construction Inspections, 3) Code Enforcement, 4) Fire Safety Inspections, 5) Information and Complaint, 6) Business Licensing, 7) Construction Plan Review, 8) Site Plan Review, 9) Project Facilitation for new businesses and expansions, 10) Vacant Buildings, 11) Zoning, 12) Unsheltered Homeless Response, 13) Rent Stabilization, and 14) Truth in Sale of Housing program administration.

**Learn More:** [stpaul.gov/departments/safety-inspections](http://stpaul.gov/departments/safety-inspections)

## Department Facts

<b>Total General Fund Budget:</b>	\$24,499,199
<b>Total Special Fund Budget:</b>	\$489,029
<b>Total FTEs:</b>	160

## Recent Accomplishments

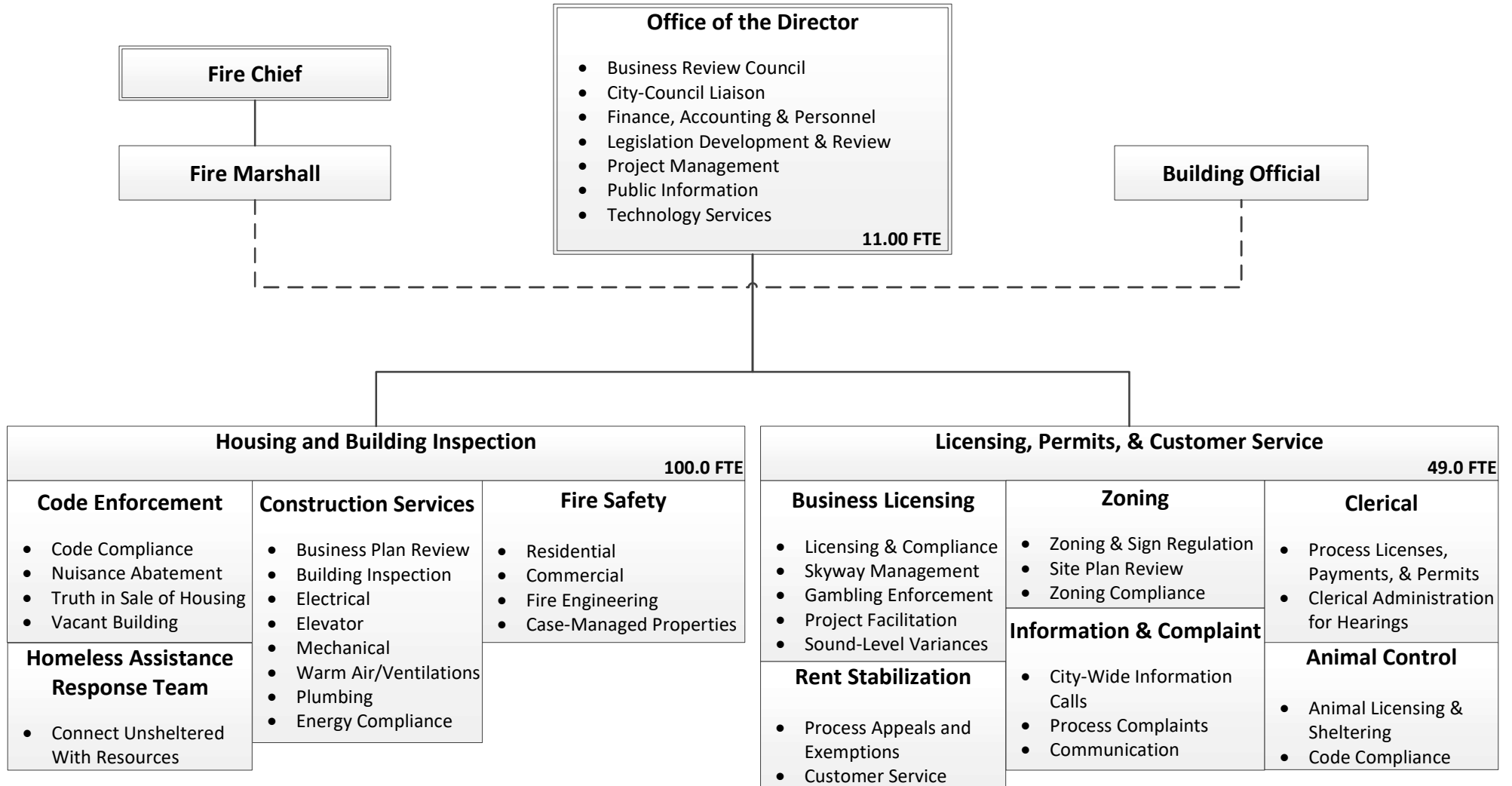
- In 2022 DSI (% increase/decrease over 2021 values):
- Administered 40,015 total construction permits (20%↑) of this, 14,531 were Building permits for a total valuation of \$834,005,001
- Conducted 61,275 construction inspections (8% ↑)
- Issued 3,050 business licenses (8.8% ↑)
- Conducted 12,411 Fire C of O inspections (3% ↓), issued 3,712 certificates (1% ↑)
- Conducted 32,877 code (6.2% ↑) and 11,910 vacant building inspections (1.5% ↑)
- Processed 206 Rent Increase Stabilization requests, while handling 376 inquiries and 106 complaints
- Responded to 3,296 animal related complaints (3.8% ↓)
- Managed an estimated 61,000 calls to our Information & Complaint line (3.6% ↓)
- DSI's current project to replace the department's data systems will improve the reliability and accuracy of these performance numbers.
- Leader in the City's post-pandemic communication and outreach to businesses and residents. DSI's PIO led and coordinated press releases, press conferences, GovDelivery messages, and development of communications.
- Continued to support businesses through post-pandemic recovery, including developing an outdoor seating assistance program.
- Completed multi-year effort to amend city ordinance and implement a more timely and equitable business licensing process that starts with the community.
- Despite staff shortages, Animal Control continued to achieve a more than 94% live release rate for shelter animals.

## Department Goals

- Prevent life and property loss.
  - Promote neighborhood safety and livability.
  - Engage communities in effective communication, customer service and education.
  - Promote sustainable and innovative solutions.
  - Ensure equity in the delivery of our programs/services.
  - Provide seamless services to help individuals operate businesses
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- Implemented FirstNet for Essential Staff allowing interoperability and improved communication between DSI and SPFD response personnel.
  - Identified and utilized new funding sources to greatly enhance the response to the unsheltered homeless crisis, including the creation of additional shelter space and a DSI outreach team to support unsheltered individuals.
  - Coordinated with other divisions and stakeholders to expedite the opening of temporary shelters and warming houses for our unsheltered population.
  - Facilitated 20 move ins from homelessness to housing since July.
  - Completed 7 large encampment closings resulting in 50+ unsheltered individuals successfully connecting with services, supports and/or housing.
  - Completion of the Settled Community under pilot ordinance that combines a campground with 6 small trailer style small homes in an urban environment to assist in the housing unsheltered residents in stable managed housing.
  - Implemented the new Rent Stabilization Ordinance which included creating the rules and procedures needed to clarify how the Ordinance would be carried out and enforced.
  - Coordinated City's Habitat for Humanity participation.

# Department of Safety and Inspections

*Mission: To preserve and improve the quality of life in Saint Paul by protecting and promoting public health and safety for all.*



(Total 160.00 FTE)

**2024 Proposed Budget  
SAFETY AND INSPECTION**

**Fiscal Summary**

	<b>FY 2021 Actuals</b>	<b>FY 2022 Adopted Budget</b>	<b>FY 2023 Adopted Budget</b>	<b>FY 2024 Proposed Budget</b>	<b>Change From Prior Year</b>	<b>FY 2023 Adopted Budget FTE</b>	<b>FY 2024 Proposed Budget FTE</b>
<b>Spending</b>							
100: CITY GENERAL FUND	19,551,462	21,107,116	23,334,949	24,499,199	1,164,250	153.50	160.00
215: ASSESSMENT FINANCING	95,869	490,000	489,342	489,029	-313	0.00	0.00
228: CHARITABLE GAMBLING	256,386	292,816	389,436	0	-389,436	3.00	0.00
<b>Total</b>	<b>19,903,717</b>	<b>21,889,932</b>	<b>24,213,727</b>	<b>24,988,228</b>	<b>774,501</b>	<b>156.50</b>	<b>160.00</b>
<b>Financing</b>							
100: CITY GENERAL FUND	18,286,540	17,678,073	18,994,585	19,171,020	176,435		
215: ASSESSMENT FINANCING	48,225	490,000	489,342	489,029	-313		
228: CHARITABLE GAMBLING	368,381	292,816	389,436	0	-389,436		
<b>Total</b>	<b>18,703,145</b>	<b>18,460,889</b>	<b>19,873,363</b>	<b>19,660,049</b>	<b>-213,314</b>		

**Budget Changes Summary**

The 2024 Department of Safety and Inspections (DSI) General Fund budget features \$774,501 in investments for the addition of 3.5 new FTEs. This includes 1 FTE Abatement Coordinator, 2 FTE Animal Service Officers, and a 0.5 FTE Sheet Metal inspector. The Abatement Coordinator will develop a model to coordinate with small local businesses, increasing vendor diversity. The addition of a 0.5 FTE Sheet Metal Inspector will be paired with an existing 0.5 FTE to create a full-time position which will provide more efficient inspection schedules.

The investment in 2 FTE Animal Service Officers is intended to help alleviate the pressures on current staffing models. A more sustainable working environment improves the well being of both workers and animals.

Changes to special funds include the discontinuation of the DSI Charitable Gambling Fund and shifting 3 FTEs to the General Fund. There is a net increase in other current service level adjustments, reflecting additional salary and benefit costs.

Public Safety Aid: the 2024 budget includes \$55,000 of Public Safety Aid dedicated to DSI's purchase of an emergency fire vehicle. This vehicle is used for residential displacement avoidance and business support, allowing for more flexibility for on call contracts. The budget on this page does not include this funding. Please see the General Government Accounts section for additional information.

# **Safety and Inspections Spending Reports**

**CITY OF SAINT PAUL**  
**Spending Plan by Department**

**Department: SAFETY AND INSPECTION**

**Fund: CITY GENERAL FUND**

**Budget Year: 2024**

	FY 2021 Actuals	FY 2022 Adopted Budget	FY 2023 Adopted Budget	FY 2024 Proposed Budget	Change From Prior Year
<b>Spending by Major Account</b>					
EMPLOYEE EXPENSE	17,040,170	18,464,821	20,444,779	21,607,282	1,162,503
SERVICES	2,325,272	2,348,111	2,571,878	2,573,529	1,651
MATERIALS AND SUPPLIES	163,192	224,343	248,202	248,202	0
ADDITIONAL EXPENSES	188	250	250	250	0
CAPITAL OUTLAY	0	45,000	45,000	45,000	0
DEBT SERVICE	77	50	100	100	0
OTHER FINANCING USES	22,563	24,541	24,740	24,836	96
<b>Total Spending by Major Account</b>	<b>19,551,462</b>	<b>21,107,116</b>	<b>23,334,949</b>	<b>24,499,199</b>	<b>1,164,250</b>
<b>Spending by Accounting Unit</b>					
10024100 - DSI ADMINISTRATION	859,847	848,875	830,791	832,538	1,747
10024200 - PROPERTY CODE ENFORCEMENT	1,377,529	1,454,523	1,485,096	1,479,221	-5,875
10024205 - VACANT BLDG CODE ENFORCEMENT	713,245	722,362	746,115	785,607	39,492
10024210 - SUMMARY NUISANCE ABATEMENT	905,845	913,745	914,245	914,245	0
10024215 - TRUTH IN SALE OF HOUSING	124,013	123,914	127,807	136,736	8,929
10024225 - DSI UNSHELTERED	0	0	443,882	419,060	-24,822
10024230 - RENT STABILIZATION	0	0	350,524	368,766	18,242
10024300 - CONSTRUCTION SVCS AND PERMITS	8,039,839	8,816,819	9,876,530	10,219,926	343,396
10024400 - FIRE CERTIFICATE OF OCCUPANCY	2,858,007	3,006,469	3,299,036	3,249,528	-49,508
10024500 - BUSINESS AND TRADE LICENSE	1,320,889	1,210,200	1,478,672	1,837,979	359,307
10024505 - ZONING	917,278	1,152,511	1,034,865	1,127,412	92,547
10024510 - ANIMAL AND PEST CONTROL	901,181	1,016,427	1,119,316	1,336,754	217,438
10024520 - INFORMATION & COMPLAINT	693,323	867,399	734,549	717,268	-17,281
10024525 - DSI CLERICAL SUPPORT	840,465	973,872	893,521	1,074,160	180,639
<b>Total Spending by Accounting Unit</b>	<b>19,551,462</b>	<b>21,107,116</b>	<b>23,334,949</b>	<b>24,499,199</b>	<b>1,164,250</b>

**CITY OF SAINT PAUL  
Spending Plan by Department**

**Department: SAFETY AND INSPECTION**

**Fund: ASSESSMENT FINANCING**

**Budget Year: 2024**

	<b>FY 2021 Actuals</b>	<b>FY 2022 Adopted Budget</b>	<b>FY 2023 Adopted Budget</b>	<b>FY 2024 Proposed Budget</b>	<b>Change From Prior Year</b>
<b>Spending by Major Account</b>					
SERVICES	95,869	490,000	489,342	489,029	-313
<b>Total Spending by Major Account</b>	<b>95,869</b>	<b>490,000</b>	<b>489,342</b>	<b>489,029</b>	<b>-313</b>
<b>Spending by Accounting Unit</b>					
21524250 - NUISANCE BUILDINGS ABATEMENT	95,869	490,000	489,342	489,029	-313
<b>Total Spending by Accounting Unit</b>	<b>95,869</b>	<b>490,000</b>	<b>489,342</b>	<b>489,029</b>	<b>-313</b>

**CITY OF SAINT PAUL**  
**Spending Plan by Department**

**Department: SAFETY AND INSPECTION**

**Fund: CHARITABLE GAMBLING**

**Budget Year: 2024**

	FY 2021 Actuals	FY 2022 Adopted Budget	FY 2023 Adopted Budget	FY 2024 Proposed Budget	Change From Prior Year
<b>Spending by Major Account</b>					
EMPLOYEE EXPENSE	220,677	227,320	324,763	0	-324,763
SERVICES	25,511	55,405	54,579	0	-54,579
OTHER FINANCING USES	10,198	10,091	10,094	0	-10,094
<b>Total Spending by Major Account</b>	<b>256,386</b>	<b>292,816</b>	<b>389,436</b>	<b>0</b>	<b>-389,436</b>
<b>Spending by Accounting Unit</b>					
22824550 - GAMBLING ENFORCEMENT	256,386	292,816	389,436	0	-389,436
<b>Total Spending by Accounting Unit</b>	<b>256,386</b>	<b>292,816</b>	<b>389,436</b>	<b>0</b>	<b>-389,436</b>

# **Safety and Inspections Financing Reports**



**CITY OF SAINT PAUL**  
**Financing Plan by Department**

**Department: SAFETY AND INSPECTION**

**Fund: CITY GENERAL FUND**

**Budget Year: 2024**

	FY 2021 Actuals	FY 2022 Adopted Budget	FY 2023 Adopted Budget	FY 2024 Proposed Budget	Change From Prior Year
<b>Financing by Major Account</b>					
LICENSE AND PERMIT	10,952,538.83	9,682,913	10,369,946	10,969,946	600,000
INTERGOVERNMENTAL REVENUE	47,073	35,000	35,000	35,000	0
CHARGES FOR SERVICES	5,725,467.89	5,726,139	6,355,618	5,812,881	-542,737
FINE AND FORFEITURE	84,002.51	57,000	57,000	57,000	0
ASSESSMENTS	0	26,700	26,700	26,700	0
MISCELLANEOUS REVENUE	26,386.74	22,000	22,000	22,000	0
OTHER FINANCING SOURCES	1,451,070.76	2,128,321	2,128,321	2,247,493	119,172
<b>Total Financing by Major Account</b>	<b>18,286,540</b>	<b>17,678,073</b>	<b>18,994,585</b>	<b>19,171,020</b>	<b>176,435</b>
<b>Financing by Accounting Unit</b>					
10024100 - DSI ADMINISTRATION	151,397.1	145,525	151,925	151,925	0
10024200 - PROPERTY CODE ENFORCEMENT	76,947.4	83,000	84,840	84,840	0
10024205 - VACANT BLDG CODE ENFORCEMENT	357,258.6	580,810	727,275	414,275	-313,000
10024210 - SUMMARY NUISANCE ABATEMENT	1,104,116.26	1,848,700	1,848,700	1,967,872	119,172
10024215 - TRUTH IN SALE OF HOUSING	193,024.74	144,500	156,060	156,060	0
10024300 - CONSTRUCTION SVCS AND PERMITS	13,167,759.61	11,860,236	12,705,855	13,071,918	366,063
10024400 - FIRE CERTIFICATE OF OCCUPANCY	1,370,724.96	1,361,402	1,541,701	1,545,901	4,200
10024500 - BUSINESS AND TRADE LICENSE	1,062,926.55	969,585	1,056,992	1,056,992	0
10024505 - ZONING	453,012.88	369,519	393,465	393,465	0
10024510 - ANIMAL AND PEST CONTROL	336,625.63	302,050	315,026	315,026	0
10024520 - INFORMATION & COMPLAINT	12,746	12,746	12,746	12,746	0
<b>Total Financing by Accounting Unit</b>	<b>18,286,540</b>	<b>17,678,073</b>	<b>18,994,585</b>	<b>19,171,020</b>	<b>176,435</b>

**CITY OF SAINT PAUL  
Financing Plan by Department**

**Department: SAFETY AND INSPECTION  
Fund: ASSESSMENT FINANCING**

**Budget Year: 2024**

	FY 2021 Actuals	FY 2022 Adopted Budget	FY 2023 Adopted Budget	FY 2024 Proposed Budget	Change From Prior Year
<b>Financing by Major Account</b>					
OTHER FINANCING SOURCES	48,224.88	490,000	489,342	489,029	-313
<b>Total Financing by Major Account</b>	<b>48,225</b>	<b>490,000</b>	<b>489,342</b>	<b>489,029</b>	<b>-313</b>
<b>Financing by Accounting Unit</b>					
21524250 - NUISANCE BUILDINGS ABATEMENT	48,224.88	490,000	489,342	489,029	-313
<b>Total Financing by Accounting Unit</b>	<b>48,225</b>	<b>490,000</b>	<b>489,342</b>	<b>489,029</b>	<b>-313</b>

**CITY OF SAINT PAUL  
Financing Plan by Department**

**Department: SAFETY AND INSPECTION  
Fund: CHARITABLE GAMBLING**

**Budget Year: 2024**

	FY 2021 Actuals	FY 2022 Adopted Budget	FY 2023 Adopted Budget	FY 2024 Proposed Budget	Change From Prior Year
<b>Financing by Major Account</b>					
TAXES	368,380.66	292,816	389,436	0	-389,436
<b>Total Financing by Major Account</b>	<b>368,381</b>	<b>292,816</b>	<b>389,436</b>	<b>0</b>	<b>-389,436</b>
<b>Financing by Accounting Unit</b>					
22824550 - GAMBLING ENFORCEMENT	368,380.66	292,816	389,436	0	-389,436
<b>Total Financing by Accounting Unit</b>	<b>368,381</b>	<b>292,816</b>	<b>389,436</b>	<b>0</b>	<b>-389,436</b>