

BUILDING-DEVELOPMENT COMMISSION
Minutes of October 20, 2009 Meeting

Jon Morris opened the Building-Development Commission (BDC) meeting at **3:05 p.m. on Tuesday, October 20, 2009** in Charlotte Conference Room located in the Hal Marshall Service Center, 700 North Tryon Street, Charlotte, North Carolina.

Present: Jon Morris, Danny Phillips, William Caulder, Harry Sherrill, Jon Wood, Wanda Towler, Ed Horne, David Shultz, Elliot Mann, Buford Lovett and Trent Haston

Absent: Barry Hanson and Bernice Cutler

Guest: Not applicable

1. APPROVAL OF THE MINUTES

The motion by David Shultz (seconded by Will Caulder) to approve the September 2009 meeting minutes passed unanimously.

2. BDC MEMBER ISSUES AND COMMENTS

Ed Horne thanked the Department for agreeing to speak to the Electrical Association regarding the proposed reorganization on October 15, 2009.

No additional comments were offered.

3. PUBLIC ATTENDEE ISSUES AND COMMENTS

No comments were offered.

4. FIRST QUARTER REVENUE/EXPENSE REVIEW

Jim Bartl provided an overview of the Department's financial status to date. He recommended that the situation be revisited next quarter. Elliot Mann stated that the seasonal patterns indicate that the current financial situation might be worse if action is not taken immediately. Jim Bartl stated that the review of the numbers clearly shows that the Special Fund will be able to sustain the Department throughout FY10. However, the Department should expect to enter FY11 without the use of the Special Fund. Ruth McNeil added that this was the expressed intent of creating the Special Fund. She reminded the BDC of the research that was conducted prior to establishing the fund balance. The Department proposed establishing a reserve that would cover an 18 month span; therefore, the fund has been used and has performed as designed.

Jon Morris stated that he agreed with Elliot Mann. David Shultz added that his industry does not foresee growth; Harry Sherrill indicated that he also expects the economic flat line to continue as well. By consensus, the BDC agreed to schedule a meeting of the Budget Subcommittee to take a closer look at the Department's FY09 financial outlook.

5. AIA SEPTEMBER 17, 2009 MEETING UPDATE

Jim Bartl stated that the opposition to the A/E Pass Rate amounted to an insurrection because of the grading and posting of performance scores. Apparently, the complaints are peculiar to small firms. The validation of the collection data will determine the program's start date. Tentatively, the start date is January 2, 2010. The BDC received the report as information.

6. DEPARTMENT REORGANIZATION UPDATE

Jim Bartl updated the BDC on the efforts to reorganize the Department. He stated that the plan would be reviewed by the County Manager's Executive Team on October 28, 2009. Jon Morris added that he supported the plan's idea of having customer service managers; however, the Department must pay particular attention to the title given to the new position.

6. DEPARTMENT REORGANIZATION UPDATE continued...

Jim Bartl concluded by stating that the team based delivery system/tools are growing exponentially. This is a sign of the times and he is convinced more than ever that the Department must move in this area. The BDC questioned staff's support of the idea and asked that Management play close attention to their concerns and input. Mr. Bartl added that he planned to provide detailed updates to each division.

The motion by Wanda Towler (seconded by Elliot Mann with the caveat that line staff be included in the reorganization process) to support the Reorganization Plan passed unanimously.

7. BDC QUARTERLY REPORTS

Mr. Bartl reviewed the components of the Quarterly information, particularly, the Code Compliance Summary, Consistency Team and Commercial Plan Review Reports. The Trades Division agreed to continue to focus on the 5-7% of items listed as a defect that never seems to change and periodically report to the BDC.

8. QUARTERLY BULLETIN EXERCISE

After discussion, the BDC requested that the following items be included as a part of the **BDC Quarterly Bulletin**:

- Reorganization Plan/Service Level FY10 Performance
- Low Voltage
- Code Transition
- A/E Pass Rate Incentive Program Implementation Schedule
- Self Gatekeeping Transition
- Green Permit Update

9. DEPARTMENT REPORT

A. STATISTICAL REPORTS

A-1. Permit Revenue

September- \$812,380, so FY10 YTD is \$2,597,021

FY10 projected at September - \$3,693,070; so below projection by \$1,096,050 or 30%

A-2. Construction Value of Permits Issued

September total - \$117,026,148; so FY10 YTD is 393,073,983

FY09 Total at Sept – \$1,073,876,686; so FY10 is down \$680.8M.4 from FY09 at Sept 63.4% of FY09

A-3. Permits Issued

	August	Sept	3 Month Trend
Residential	3306	3113	3981/3317/3306/3113
Commercial	1957	1877	2899/1852/1957/1877
Other (Fire/Zone)	401	444	423/468/401/444
Total	5664	5434	7303/5637/5664/5434

- Residential down 5.85%; Commercial down 4.1%; total down 4.1%

A. STATISTICAL REPORTS... continued

A-4. Inspection Activity - Inspections Performed

Insp. Req.	August	Sept	Insp. Perf.	August	Sept	% Change
Bldg.	4764	4968	Bldg.	4751	4895	+3%
Elec.	5387	5452	Elec.	5482	5439	-0.8%
Mech.	3095	3032	Mech.	3100	3027	-2.4%
Plbg.	2407	2434	Plbg.	2402	2424	+0.9%
Total	15,653	15,886	Total	15,735	15,785	+0.3%

- Bldg up, Mech down, Elec & Plbg the same
- Collectively, inspection performed up slightly%

A-4. Inspection Activity - Inspections Response Times

Insp. Resp. Time	OnTime %		Total % After 24 Hrs. Late		Total % After 48 Hrs. Late		Average Resp. in Days	
	Aug	Sept	Aug	Sept	Aug	Sept	Aug	Sept
Bldg.	96.8	98.3	97.7	98.8	99.0	99.6	1.12	1.04
Elec.	93.6	95.2	94.5	95.5	98.4	98.6	1.17	1.11
Mech.	99.2	99.1	99.3	99.3	99.8	99.9	1.02	1.02
Plbg.	99.7	99.3	99.8	99.3	100	99.7	1.01	1.02
Total	96.6	97.7	97.2	98.0	99.1	99.4	1.10	1.05

- All are well above 90% goal
- Bldg and Electrical improved over last month; Plumbing up a little; Mechanical the same

A-5. Inspection Failure Rates:

OVERALL MONTHLY AV'G @ 86.5%, compared to 86.72% in August

Bldg: August – 79.77%
 Sept – 80.03%

Elec: August – 87.3%
 Sept – 87.34%

Mech: August – 88.7%
 Sept – 88.2%

Plbg: August – 93.67%
 Sept – 92.64%

- All roughly the same; Building and Mechanical up a .5%; Plumbing down 1%; Total down slightly (.2%)
- Still at close to historic highs

A. STATISTICAL REPORTS... continued

A-6. ONSCHEDULE & CTAC NUMBERS

CTAC:

- 108 first reviews
- Projects approval rate (pass/fail) - 59%
- CTAC was 47% of OnSch first review volume (108/108+115 = 223) = 48.4%

OnSchedule:

- September, 2008: 174 1st review projects; on time/early – 89.6 % all trades, 90% B/E/M/P only
- October, 2008: 173 1st review projects; on time/early – 95.2% all trades, 95.6% B/E/M/P only
- November, 2008: 134 1st review projects; on time/early – 93.4% all trades, 92.9% B/E/M/P only
- December, 2008: 154 1st review projects; on time/early – 85.3% all trades, 81.5% B/E/M/P only
- January, 2009: 132 1st review projects; on time/early – 92.8% all trades, 91.4% B/E/M/P only
- February, 2009: 142 1st review projects; on time/early – 93.2% all trades, 91.7% B/E/M/P only
- March, 2009: 143 1st review projects; on time/early – 90% all trades, 89% B/E/M/P only
- April, 2009: 112 1st review projects; on time/early – 93.46% all trades, 93.23% B/E/M/P only
- May, 2009: 123 1st review projects; on time/early – 92.31% all trades, 89.83% B/E/M/P only
- June, 2009: 130 1st review projects; on time/early – 93.88% all trades, 93.77% B/E/M/P only
- July, 2009: 124 1st review projects; on time/early – 95.12% all trades, 94.36% B/E/M/P only
- August, 2009: 121 1st review projects; on time/early – 95.27% all trades, 94.27% B/E/M/P only
- September, 2009: 115 1st review projects; on time/early – 93.17 all trades, 90.62 B/E/M/P only

Booking Lead Times

- OnSchedule Projects: **for reporting chart posted on line**, on September 28, 2009, showed
 - 1-2 hour projects; at 1 work day booking lead time, across the board
 - 3-4 hour projects; at 2-4 work days booking lead time, across the board
 - 5-8 hour projects; at 3-4 work days booking lead time, except Building at 6 days
- CTAC-BEMPFp running 3 work days on plan review turnaround time, across the board
- Express Review – booking lead time was; 10 work days for small projects, 10 work days for large

B. UPDATE ON DEPARTMENT INITIATIVES

B-1. Self-Gate Keeping Tool

Patrick Granson noted that the changes to the checklist are improving the performance. He acknowledged that an informational memo was forwarded to the industry through the Department's customer database.

B-2. Reorganization Implementation Schedule

Eddie Prince outlined the Department's strategy which includes:

- Tools and Technology
- Inspection Coordination Plans
- Commercial versus Residential
- Training of office staff as well as inspectors
- More Public Information Sessions

B-3. Low Voltage Permits for Contractors

The Department agreed to schedule another meeting to address the additional questions regarding the requirement for Low Voltage Permits for Contractors.

B. UPDATE ON DEPARTMENT INITIATIVES continued...

B-4. CPM Comments

No comments were offered.

10. ADJOURNMENT

Geri Walton announced that a Technology Stakeholders meeting would be held at 1:00 p.m. on Monday, November 30, 2009 in the Cornelius Conference Room of the HMC (basement level). The October 20, 2009 Building Development Commission meeting adjourned at 4:43 p.m.

NOTE: The next **BDC Meeting** is scheduled for **3:00 p.m. on Tuesday, November 17, 2009** in the Charlotte Conference Room of the Hal Marshall Service Center (first floor).

Please mark your calendars.