

BUILDING-DEVELOPMENT COMMISSION
Minutes of February 16, 2010 Meeting

Jon Morris opened the Building-Development Commission (BDC) meeting at **3:07 p.m. on Tuesday, February 16, 2010.**

Present: Jon Morris, Bernice Cutler, Trent Haston, Elliott Mann, Buford Lovett, Zeke Acosta and Dave Schultz

Absent: Ed Horne, William Caulder, Barry Hanson Wanda Towler, Harry Sherrill, Danny Phillips and Jonathon Wood

1. APPROVAL OF THE MINUTES

The motion by Buford Lovett (seconded by Trent Haston) to approve the January 19, 2010 meeting minutes passed unanimously.

2. BDC MEMBER ISSUES AND COMMENTS

No comments were offered.

3. PUBLIC ATTENDEE ISSUES AND COMMENTS

No comments were offered.

4. HAIL AND FAREWELL

Jon Morris thanked Danny Phillips for his outstanding service to the Building Development Commission. Mr. Phillips served three terms. Mr. Morris also introduced and welcomed Zeke Acosta who will be replacing Danny Phillips. Mr. Acosta has previously served on the Building Development Commission.

5. ACTION ON TECHNICAL ADVISORY BOARD (TAB) RFBA

TAB avails the resources needed to keep pace with future growth of sustainable design and the related changes in supporting construction technology. The proposed RFBA was sent to the County Manager's office and is slated for the March 2, 2010 BOCC agenda.

- The basics are as follows:
 - TAB would be a formal arm of the BDC
 - Monthly meetings (or as needed)
 - Reporting to the BDC quarterly
 - Maintain a webpage or website
 - Code Administrator will give strong consideration to Board recommendations in proposing final Department interpretations (but they still own the interpretation responsibility)
 - TAB will be composed of ten members, appointed by the BDC
 - Four Engineer representatives (2-elec, 2-mech/plbg) *recommended by one or more of the following*; PENC, ASHRAE and the Illuminating Engineering Society (IES)
 - Two AIA representatives
 - Two general contractors by either the Associated General Contractors or Mecklenburg General Contractors Association
 - One USGBC representative
 - One NC University representative
 - *One utility advisor seat, provided on a project basis, from utilities operating in Mecklenburg with expertise on the topic.*

The motion by Buford Lovett (seconded by Elliott Mann) to endorse the TAB proposal passed by a vote of 6-1.

6. CONTRACTOR PASS RATE INCENTIVES DISCUSSION & RFBA

A request of formal vote was presented to the BDC in support of the Contractor Pass Rate Incentives RFBA proposal. Elliott Mann made the motion to approve with Dave Shultz seconding it. Vote passed unanimously. Below is an overview of the proposal.

- On February 1, held 2nd CCTF meeting; staff presented the four change options developed, with related numbers/estimated budget impact
- Contractors on a change package, a) focusing on commercial, b) enlarging the “neutral zone” below 15% and c) capping their payout at 10%.
- The final estimated impact will be reviewed with the BDC Budget Sub-committee;
 - with a solution advanced as part of the FY11 budget strategy
 - moving forward on an expedited schedule to shutoff the problem.

7. FY11 BDC BUDGET SUBCOMMITTEE UPDATE & IMMEDIATE ACTION

- Subcommittee met Feb. 12; next meetings are March 2, 10-1pm and March 12, 10-1pm
- BDC March 16 meeting will be budget only
- Related topic; reallocating Green Permit Rebate Program funds to FY10 budget gap
 - Numbers; \$9,888 paid out, \$288,436 pending, approx \$810,000 fund balance
 - Considered RFBA to suspend program; Dept/LUESA mgmt. elect. to draw out 500k
 - Leaves \$310k in to cover any project apps in FY10 & FY11

8. DEPARTMENT STATISTICS & INITIATIVES REPORT

8.1. Statistics Report

8.1.1. Permit Revenue

January - \$745,827, so FY10 YTD is \$5,419,969

FY10 projected at January - \$8,617,163; so below projection by \$3,197,197 or 37.1%

8.1.2. Construction Value of Permits Issued

January total - \$120,594,253; so FY10 YTD is \$872,354,938

FY09 Total at Jan – \$1,921,849,999 so FY10 is down \$1.0495M, or 54.62% from Jan FY09

8.1.3. Permits Issued

	Dec	Jan	3 Month Trend
Residential	2786	2676	3487/2793/2786/2676
Commercial	1801	1714	1885/1444/1801/1714
Other (Fire/Zone)	318	429	404/422/318/429
Total	4905	4819	5776/4659/4905/4819

- Residential down (4%); commercial down 4.83%; total down 1.75%

8.1.4. Inspection Activity: Inspections Performed

Insp. Req.	Dec	Jan	Insp. Perf.	Dec	Jan	% Change
Bldg.	3854	3292	Bldg.	3812	3276	-14%
Elec.	5114	4720	Elec.	4972	4695	-5.6%
Mech.	2605	2277	Mech.	2600	2257	-13.2%
Plbg.	1821	1839	Plbg.	1828	1831	Same
Total	13,394	12,128	Total	13,212	12,059	-8.8%

- January total inspections requested down 9.5%, total inspections performed down 8.8%

8.1.5. Inspection Activity: Inspections Response Time

Insp. Resp. Time	OnTime %		Total % After 24 Hrs. Late		Total % After 48 Hrs. Late		Average Resp. in Days	
	Dec	Jan	Dec	Jan	Dec	Jan	Dec	Jan
Bldg.	98.9	99.3	99.1	99.5	99.5	99.6	1.04	1.02
Elec.	96.7	98.8	96.8	98.9	99.3	99.1	1.08	1.03
Mech.	98.8	99.6	98.8	99.6	99.8	99.9	1.03	1.01
Plbg.	99.5	99.4	99.5	99.5	99.9	99.6	1.01	1.02
Total	98.1	99.2	98.3	99.3	99.5	99.5	1.05	1.02

- All are well above 90% goal

8.1.6. Inspection Pass Rates for January, 2010:

OVERALL MONTHLY AV'G @ 87.34%, compared to 86.95% in December

Bldg: December – 80.9% **Elec:** December – 87.16%
January – 81.71% January – 87.49%

Mech: December – 89.39% **Plbg:** December – 92.73%
January – 90.2% January – 91.33%

- Building , Electrical and Mechanical all improved slightly
- Plumbing down ¼%
- Average total still at close to historic highs

8.1.7. CFD Inspection Pass Rate for January, 2010

- See handout; shows overall rate of 75.76% for January, down slightly from 77.6% in December

8.1.8 OnSchedule and CTAC Numbers for January, 2010

CTAC:

- 96 first reviews
- Projects approval rate (pass/fail) – 69.2%
- CTAC was 48% of OnSch first review volume (96/96+104 =200) = 48%

OnSchedule:

- January, 09: 132 1st rev'w projects; on time/early – 92.8% all trades, 91.4% B/E/M/P only
- February, 09: 142 1st rev'w projects; on time/early – 93.2% all trades, 91.7% B/E/M/P only
- March, 09: 143 1st rev'w projects; on time/early – 90% all trades, 89% B/E/M/P only
- April, 09: 112 1st rev'w projects; on time/early – 93.46% all trades, 93.23% B/E/M/P only
- May, 09: 123 1st rev'w projects; on time/early – 92.31% all trades, 89.83% B/E/M/P only
- June, 09: 130 1st rev'w projects; on time/early – 93.88% all trades, 93.77% B/E/M/P only
- July, 09: 124 1st rev'w projects; on time/early – 95.12% all trades, 94.36% B/E/M/P only
- August, 09: 114 1st rev'w projects; on time/early – 95.27% all trades, 94.27% B/E/M/P only
- Sept, 09: 115 1st rev'w projects; on time/early – 93.17 % all trades, 90.62% B/E/M/P only
- October, 09: 131 1st rev'w projects; on time/early – 95.04% all trades, 93.67% B/E/M/P only
- November, 09: 114 1st rev'w projects; on time/early – 92.07% all trades, 91.09% B/E/M/P only
- December, 09: 106 1st rev'w projects; on time/early – 94.72% all trades, 95.18% B/E/M/P only
- January, 10: 104 1st rev'w projects; on time/early – 93.79% all trades, 93.28% B/E/M/P only

Booking Lead Times

- OnSchedule Projects: **for reporting chart posted on line**, on January 25, showed
 - 1-2 hour projects; at 1 work day booking lead time, across the board
 - 3-4 hour projects; at 2 work days booking lead time, except 3 days in building
 - 5-8 hour projects; at 3work days booking lead time, except 4 days in mechanical, and 5 in bldg, electrical and City Zoning
- CTAC-BEMPFp running 3 work days on plan review turnaround time, across the board
- Express Review – booking lead time was; 5 work days for small projects, 5 work days for large

8.2. Status Report on Various Department Initiatives

8.2.1. Code Enforcement Reorganization Plan

- HR issues: the following *Department leadership positions have been offered and accepted*
 - *Director of Inspections – Gene Morton*
 - *Code Enforcement Manager North – offer made; confirmation pending HR paperwork done*
 - *Code Enforcement Manager South – offer made; confirmation pending HR paperwork done*
 - *Electrical Code Administrator –Joe Weathers*
 - *Mechanical/Plumbing Code Administrator – Phil Edwards*
 - *Building Code Administrator – Willis Horton interim assignment*
 - *Plan Rev'w: Tim T. is CTAC/RDS mgr., Willis H. is Mega/CMS mgr., Pat G. is OnSch mgr.,*
 - *Eddie Prince moves to Director of Permitting, Wendell D. is Admin. Team mgr.*
- Public and Staff Presentations:
 - HDR presented to staff at length on the future of BIM and IPD, Feb 2, 2010.
 - County Attorney, Marvin Bethune met with code official staff regarding legal aspects at large, fielding any questions they had about their liability and any related Reorg concerns.
- Detail Development: with the Director of inspections, and CEM's in place, work on the last of the details in preparation for the program soft launch will proceed in earnest.
- Tech Support:
 - Basic tech changes are in place. Enhanced workload balancing tools will come later.

- Program start:
 - Soft start to be confirmed with new CEM's, probably around March 1st.
 - Full switch tentatively set for March 15th

8.2.2. BDC January Meeting Follow-up

8.2.3. Commercial Plan Review Follow- up on E-mail Bounce Back

- Patrick Granson sent a reminder around to plan review staff, noting that in the event a plan review result auto e-mail bounces back from the AE, they initiate a follow up phone call with the AE team lead (most likely the Architect), advising of the communication gap.

8.2.4. Technical Advisory Board (TAB)

- See item 5 of this agenda.

8.2.5. Quarterly Code Defect Report research

- Finally have this completed with handout:
 - Brief Executive Summary
 - With following section for each B/E/M/P discipline
- To get there, the CPM's:
 - Assembled 30 day Department survey on "not ready" defect
 - Studied data from the quarterly code defect reports.
 - Discussed with respective trade associations or consistency teams, whichever available
- Conclusions: staff mentoring required on use of "not ready", training opportunities noted in each group
- This action should close out responding to the item.

8.2.6. Low-Voltage Permits

- Next PowerPoint presentation is scheduled for the Electrical Contractors meeting on Feb.18.
- In the process of scheduling presentations with other interested industry groups (HBA, NARI, Low Voltage Contractor Org, etc.).
- When complete, we will place the PowerPoint on meckpermit.com

8.3. Commercial Plan Review Strategy Update 8.3.1. AE Pass Rate Incentives Report

As reported in the January meeting, with successful completion of the accounting work and Probability Statement work, the Department initiated full use of the AE Pass Rate Incentives program on January 11, 2010. This program now reverts to evaluation and maintenance status.

- The Department will continue to work with the AE community to assure the program fairly and accurately reflects AE performance.

8.3.1. Further Work on Commercial Plan Review Process Changes

- As reported in the January BDC meeting, all but two of the 2008 Proposed Commercial Plan Review Revisions are in place, the only outstanding initiative including:
 - Conditional Permitting: (see below)
 - Uniform RTAP Policy: web tools have been added to support the use of this. Long term, the introduction of EPS-EPR will likely overhaul this, creating an electronic tool for inspectors to indicate if requests need review (and if so, on what topic), or just require record filing.
- Three initiatives remain outstanding, and they all require CEM input to dot the "i's" in program development, so they will lag somewhat behind the Reorg program switch. Consequently, we've set a tentative program start date for the following three initiatives of March 15 –March 31, subject to concurrence on the details with the PRTF.
 - ❖ Conditional Permitting
 - ❖ Collaborative Review
 - ❖ Team Plan Review

The Design and Development team met several times to establish business rules and program guidelines for these three programs. We intend to present a draft to the PRTF for discussion in early March, which should allow us to implement inside the time frame noted above.

8.4. CPM Added Comments

- Patrick Granson stated that within the AE Pass Rate Program we currently have five (5) Superior Performers.

9. Adjournment

The February 16, 2010 Building Development Commission meeting adjourned at 4:15 p.m.

NOTE: The next **BDC Meeting** is scheduled for **3:00 p.m. on Tuesday, March 16, 2010**. The entire meeting will be devoted to the FY11 Budget.

Please mark your calendars.