

BUILDING-DEVELOPMENT COMMISSION
Minutes of August 17, 2010 Meeting

Jon Morris opened the Building-Development Commission (BDC) meeting at **3:01 p.m. on Tuesday, August 17, 2010.**

Present: Jon Morris, Ed Horne, Dave Shultz, Buford Lovett, Jonathon Wood, Kevin Silva, Harry Sherrill, Bernice Cutler and Zeke Acosta

Absent: Harry Sherrill, Will Caulder, Travis Haston and Elliot Mann

1. APPROVAL OF THE MINUTES

The motion by Dave Shultz seconded by Ed Horne to approve the July 20, 2010 meeting minutes passed unanimously.

2. BDC MEMBER ISSUES AND COMMENTS

Jon Morris welcomed the newest member of the BDC; Kevin Silva of Pirate Framing. Ed Horne thanked Joe Weathers and Gary Mullis for their assistance with electrical forums.

3. PUBLIC ATTENDEE ISSUES AND COMMENTS

Peter Cozens; REBIC brought up the status of the RDS Summary as well as concerns if City staff is considering adding a local ordinance plan review to SF detached permits. The department was asked to find out more about these items so it can be discussed in the September BDC meeting.

4. FINAL TAB APPOINTMENT

After a brief description of TAB appointments by Gene Morton; Harry Sherrill made a motion, seconded by Dave Shultz; to approve Brent Long with Choate Construction as final seat on the Technical Advisory Board. Motion passed unanimously. The first official meeting has been set for Tuesday, September 14th, 2010 from 9:30 a.m. – 11:00 a.m. at the Hal Marshall Center.

5. FOLLOW UP ON ZEKE ACOSTA ISSUES FROM JUNE MEETING

- Multi-trade “homeowner waiting” appointment identification
- Commercial project ladder access
- Cutoff size for multi-trade covering commercial projects

Jeff Griffin and Gary Mullis described the Inspection Request Priority List providing contractors with direct call access to inspectors; the auto notification memo that will go out to all customers and rolled out to staff on 8-18-10. Communication tools include BlackBerries that were provided to all inspections staff for alerts, IBAs, etc. Zeke Acosta felt the new communication tool will take care of the ladder issue. Discussion of using multi-trade inspectors on light commercial projects and multi-family ensued; Gene Morton explained the levels of licensing and how the Department has been limited in staff by the reduction in force making it difficult for staff to obtain required certification levels. Mr. Griffin shared that we currently have 2 or 3 inspectors that are qualified. Zeke Acosta, Silva and Harry Sherrill asked that the inspection request priority list have a.m. priority and p.m. priority.

6. REVIEW DRAFT “14 YEARS OF CHANGE” DOCUMENT

Patrick Granson gave a brief description for the purpose of this document. It describes what the Department and the BDC have accomplished together. Patrick highlighted the major changes to the document and asked the BDC members for suggestions on items that we may have missed. Jon Morris asked that the document accomplishments be organized by year of completion. Ed Horne asked that we include items the Department, along with the BDC; are currently working on as well as work we intend to do going forward.

7. WEB TOOLS FOR CONTRACTORS

Gene Morton discussed the web tools for contractors saying that managers were asked to go back to the industry and survey tools best used to communicate with contractors and how to push this information out to the

contracting line in the field. Gene asked for other ideas we may not have presented and asked how best to get this information to the trenches. Jon Morris said that managers will be a valuable tool to drum down the layers within the web site to the field. Zeke Acosta felt a link to add “additional employees” to mailings per firm would be valuable, i.e. “reminder, you can add more members of your firm by clicking here”.

8. STATUS REPORT ON REORG AND INSPECTIONS SERVICE DELIVERY

Jeff Griffin and Gary Mullis discussed the Department’s creation of an inspection response time notification tool, similar to the Lead Time chart used by Commercial Plan Review. They went on to say that the RIF created a strain on inspections especially within Electrical. Jon Morris explained the need for a tool to measure where we are with inspection requests. This allows the customer to make a qualified decision as to which premium service tool is best used for their particular project. Jeff and Gary reported that the ongoing customer presentations on “how we are now doing business” is going very well. Jon Morris brought up the fact that Code Enforcement is always promoting how good we are in terms of percentages on items such as speed and consistency. Jon said he would like to see the Department address not only the 98% of the customers that are happy but the 2% of customers that aren’t happy.

9. DEPARTMENT STATISTICS AND INITIATIVES REPORT

Patrick Granson reported on the below Department Statistics and Initiatives Report with the members of the BDC as follows:

9.1. Statistics Report

9.1.1. Permit Revenue

July - \$854,523, with FY11 YTD same
 FY11 projected permit revenue at 11,328,781, or \$944,065; so July is \$89,542 below projection

9.1.2. Construction Value of Permits Issued

- July total - \$109,042,894, with YTD amount same
- FY10 Total at July– \$129,407,906,
- so July is down \$29M or 15.7% from June, 2010 and \$20M from July, 2009

9.1.3. Permits Issued

	June	July	3 Month Trend
Residential	4224	3504	3753/3656/4224/3504
Commercial	1837	1827	2243/1690/1837/1827
Other (Fire/Zone)	420	422	529/503/420/422
Total	6547	5753	6525/5766/6547/5753

- Residential down 17%; commercial down 0.5%%; total down 12.1%
- Note On SF detached permits
 - Issued 188 SF permits in July 2010, up from 166 in June 2010, and same as May, 2010
 - In July, 2009, issued 153 SF permits.

9.1.4. Inspection Activity: Inspections Performed

Insp. Req.	June	July	Insp. Perf.	June	July	% Change
Bldg.	4660	4491	Bldg.	4615	4452	-3.35%
Elec.	5551	5162	Elec.	5752	5175	-10%

Mech.	3152	2849	Mech.	3122	2838	-9.1%
Plbg.	2406	2054	Plbg.	2404	2022	-15.9%
Total	15,769	14,556	Total	15,893	14,487	-8.85%

- Overall, July inspection totals are down across the board, from low of bldg (3%+), to hi in Plbg (16%)
 - : total inspections requested down 7.7%__, total inspections performed down 8.85%__
- Inspections performed were 99.5% of inspections requested

9.1.4.1 Inspection Activity: Inspections Response Time

Insp. Resp. Time	OnTime %		Total % After 24 Hrs. Late		Total % After 48 Hrs. Late		Average Resp. in Days	
	June	July	June	July	June	July	June	July
Bldg.	97.4	93.8	97.8	95.1	98.7	97.7	1.08	1.15
Elec.	60.4	86.3	71.3	90.8	79.0	95.2	2.08	1.3
Mech.	95.7	94.0	96.0	95.6	99.4	98.2	1.09	1.14
Plbg.	97.1	97.0	97.2	97.7	99.2	98.8	1.07	1.08
Total	83.5	91.6	87.7	94.0	91.7	97.0	1.45	1.19

- *Electrical improved significantly, 1st day performance up over 86%*
- Plbg same, all others down somewhat; Bldg <3%+, Mech <2%-
- *Overall average looks much better, above high end of goal range.*

9.1.5. Inspection Pass Rates for July, 2010:

OVERALL MONTHLY AV'G @ 85.74%, compared to 86.31% in June

Bldg: June – 79.25% **Elec:** June – 88.0%
 July – 77.87% July – 86.9%

Mech: June – 87.41% **Plbg:** June – 92.6%
 July – 88.15% July – 93.23%

- Overall average down about ½%
- Mixed by discipline;
 - Bldg <1%+, Elec < 1%
 - Mech > 1%-, and Plbg > 1%-

9.1.6. CFD Inspection Pass Rate for July, 2010

- See handout; shows overall rate of 72.53% for July compared to 75.56% for June.

9.1.7. OnSchedule and CTAC Numbers for July, 2010

CTAC:

- 110 first reviews
- Projects approval rate (pass/fail) – 69.6%

- CTAC was 45% of OnSch first review volume (110/110+134 =244) = 45.08%

OnSchedule:

- 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
- February, 10: 119 1st rev'w projects; on time/early – 94.49% all trades, 93.3% B/E/M/P only
- March, 10: 161- 1st rev'w projects; on time/early – 97.51% all trades, 97.16% B/E/M/P only
- April, 10: 138- 1st rev'w projects; on time/early – 95.87% all trades, 94.07% B/E/M/P only
- May, 10: 95 - 1st rev'w projects; on time/early – 97.43% all trades, 97.61% B/E/M/P only
- June, 10: 153 - 1st rev'w projects; on time/early – 89.71% all trades, 91.59% B/E/M/P only
- July, 10: 110 - 1st rev'w projects; on time/early – 87% all trades, 90% B/E/M/P only

Booking Lead Times

- OnSchedule Projects: **for reporting chart posted on line**, on July 26, showed
 - 1-2 hour projects; at 1work day booking lead time, except bldg at 2 days
 - 3-4 hour projects; at 2-3 work days booking lead time, except health at 6 days
 - 5-8 hour projects; at 3 work days lead time, except Bldg-13 days, Health at 7 days
- CTAC plan review turnaround time; all disciplines running 4 work days
- Express Review – booking lead time was; 7 work days for small projects, 7 work days for large

9.2. Status Report on Various Department Initiatives

9.2.1. BDC Quarterly Bulletin

Gene Morton referenced the BDC Quarterly Bulletin stating its completion (also located in the back of the BDC package), distribution to customers and posting on www.meckpermit.com.

9.2.2. Inspection Response Time and Related Work

Jeff Griffin stated that the 2nd edition of the flyers will be going out the week of August 23rd. See item 8 for further detail.

9.2.3. Electrical Journeyman's Program Update

Joe Weathers updated the BDC on the Electrical Journeyman program; a formal request was submitted to the IST Department with expected completion date sometime in October.

9.2.4. Expanding TIP

Tim Taylor shared the progression of expanding TIP saying we are currently in a 30 day moratorium but should receive the green light late October. This will improve the contractor web page and provide more information to all contractors.

9.2.5. IRT Goals on 2nd and 3rd Day

Gene Morton reported that 2nd and 3rd day inspection response times are currently being tracked for 4 – 6 months before collaborative discussion and determination of new goal with the BDC.

9.2.6. ISO Performance Goals Confirmed

Gene Morton shared with the BDC that Jim Bartl sent a formal letter to Bobby Shields and Cary Saul requesting concurrence with the County Manager on recalibration of ISO goals to a Residential grade of 2 and a Commercial grade of 3.

9.2.7. Reminder to BDC Customer Budget Presentation Availability

Patrick Granson reported to the BDC that the Customer Budget Presentations are going well with a very positive reception from our customers. We have delivered this presentation to over 13 businesses. Future presentations have been scheduled to include Intercon Building Corporation and McCulloch England Associates.

9.2.8. Status of BIM-IPD Code Change Proposal to NC Admin Code

Lon McSwain reiterated that the BCC heard the petition on June 15th and voted to both accept the petition and create an Ad Hoc Committee to work on the final wording of the code change. He also reported that we are currently awaiting the first meeting to provide further update to the BDC.

10. OTHER

- Gene Morton introduced Sandra Broome-Edwards as Code Enforcement's new IT Project Manager replacing the position previously held by Rob Drennan.
- Jon Morris asked us to track the North Mecklenburg Industrial Park project for its success to be used in future success stories. He felt we need to communicate our successes better.

10.1. CPM Added Comments

There were no CPM added comments.

11. FUTURE BDC AGENDAS

September BDC meeting tentative topics:

- Confirm final numbers on FY10 EOY expense/revenue status
- Report on NC Building Code Council / 2012 Code Adoption

October BDC meeting tentative topics:

- BDC Quarterly Bulletin exercise
- Quarterly Reports
- OnSchedule AE Pass Rate update to include status of remaining 2008 Proposed Commercial Plan Review changes.

12. ADJOURNMENT

The August 17th, 2010 Building Development Commission meeting adjourned at 4:21 p.m.

NOTE: The next **BDC Meeting** is scheduled for **3:00 p.m., Tuesday, September 21st, 2010.** Please mark your calendars.