

**MINUTES REPORT
BUILDING INDUSTRY OVERSIGHT COMMITTEE (BIOC)
THURSDAY, February 10, 2022**

Committee Members Present

Steve Wojcechowskyj
Steve Gabor
Matthew Johnson
Marc Malanick

Committee Members Absent

Bobby Lyons

Lee County Government Representatives

David Loveland, Director, Community Development
Shawn McNulty, Building Official
Antia Richards, Senior Fiscal Officer
Jen Harden, Chief, Community Development
Debbie Carpenter, DCD Administrative Services, Recorder
Marc Mora, Assistant County Manager

Members of the Public

none

Call to Order/Affidavit

Mr. Steve Gabor called the meeting to order at 8:30 a.m. Ms. Debbie Carpenter, recording secretary, reported that the County Attorney's office advised that the Affidavit of Posting was sufficient as to form and content and the meeting could proceed.

Approval of Minutes

Mr. Steve Wojcechowskyj made a motion to approve the December 9, 2021 minutes. Mr. Marc Malanick seconded. The motion was called and carried unanimously.

Revenue/Expense/Fund Balance Reports

Mr. Loveland reviewed the fiscal reports, He noted there were deficits where expenses had outpaced revenues. Some of the capital expenses, such as the vehicles and the Accela upgrade, were starting to come through which has helped to reduce the fund balance. Also having an effect is the 25% fee reduction which will continue through December.

Mr. Loveland introduced Mr. Marc Mora, Assistant County Manager. Mr. Loveland explained that every few years County Admin moves county managers from one department to another, so Mr. Mora is taking over the DCD group from Glen Salyer. Mr Mora said he joined the county about 3 years ago, has been in his role about two years and before that he was the Lee County School District's Director of Operations and Chief of Staff. Committee members introduced themselves.

Staff Levels, Levels of Service

Mr. Loveland reported that all the building fee funded sections were fully staffed except for 2 positions. One of those was in Permitting and was to be filled on the 24th. Regulatory Review, Permitting and Plan Review will be fully staffed. There is one building inspector position to be filled. He said some of the recent hires have had some good experience.

Mr. McNulty said he had 4 people going to the State Licensing Board and he will be going up there next week to make sure things go smoothly and that they will be able to continue with their provisional licenses.

He said things are still going strong and that the current turnaround time is about 19 days total - overall doing well. He said staff is working on developing new more realistic targets. 7 days has been the target for a long time, but staff is working on a better timeframe, maybe 2 weeks. Staff is working on the website to also provide more realistic estimates of where the permits are in the process.

Mr. Johnson was impressed with the turnaround times for single family permits, but questioned why a small commercial permit takes so long to get through the system. Discussion followed and Mr. McNulty offered to look into the situation for him.

Mr. Loveland said there is still overtime available and the County just renewed the contract for an outside consultant to help with reviews.

There was a brief discussion about the fire reviews. The county deals with about 17 different fire districts. Staff has been trying help get South Trail Fire District up to date.

Fee Schedule

Mr. McNulty referred to the permit comparison charts saying he had used all the permits numbers provided. According to Mr. Gabor the numbers came out as expected. The only thing Mr. McNulty was concerned about was that the fee study did not address minimum fees. He thought that some of the examples came out higher because the minimums did not change. He thought that if there were areas to look at, the most productive area would be the minimum fee area.

Mr. Gabor asked about the process once the fees were approved. Mr. Loveland said that once the committee gives approval, staff would brief the commissioners then would prepare an agenda item to update the fee schedules for board approval. Per statute increases take effect after 90 days, reductions take effect immediately. Mr. Gabor's goal was to go forward as soon as possible. He wanted to approve the fees as they were but with the understanding that Mr. McNulty and staff will run an analysis of the minimum fees and possibly reduce it more.

Mr. Wojcechowskyj made a motion to proceed with the fees as presented with the understanding that staff will look at the minimum fees and possibly reduce those more; the motion is to proceed with the current fee structure and get it in the review process as soon as possible. Seconded by Marc Malanick. Mr. Gabor called the vote and it passed unanimously.

Mr. Loveland thanked the committee for their input. The fee schedules needed to be updated and with the recommendation of the consultant and the backing of the committee, hopefully all will be happy with the result.

Mr. Loveland asked if the industry was planning to keep up this pace. Mr. Gabor responded that his company's goal was to increase production by 15% and that although finding land was difficult, the absorption is there. Mr. Gabor remarked that it is hard to find vendors, the whole supply chain is broken, lead times have extended to levels that no one could have predicted and manpower is in extremely short supply but the material issue is masking the labor issue.

Adjournment

There was no further discussion and no new business. Mr. Wojcechowskyj made a motion to adjourn, Mr. Malanick seconded. Mr. Gabor adjourned the meeting at 9:10 a.m.

The next meeting was tentatively scheduled for April 14, 2022.