



BUILDING INDUSTRY OVERSIGHT COMMITTEE
Community Development / Public Works Building
1500 Monroe Street
First Floor Conf. Room 1B

THURSDAY, AUGUST 11, 2022
8:30 A.M.

AGENDA

1. Call to Order/Review of Affidavit of Posting
2. Approval of Minutes – June 9, 2022
3. Revenue/Expense Reports
4. Fund Balance Report
5. Staffing Levels, Levels of Service
6. Proposed Fee Changes
7. Adjournment – Next Meeting Date: October 13, 2022

To view a copy of the agenda, go to www.leegov.com/dcd/calendar.

For more information, contact Debbie Carpenter, (239) 533-8345 or DCarpenter@leegov.com.

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**MINUTES REPORT
BUILDING INDUSTRY OVERSIGHT COMMITTEE (BIOC)
THURSDAY, June 9, 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
Marc Mora, Assistant County Manager
Antia Richards, Senior Fiscal Officer
Debbie Carpenter, DCD Administrative Services, Recorder

Members of the Public

Phillip Ford

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 April 14, 2022 minutes. Mr. Marc Malanick seconded. The motion was called and carried unanimously.

Revenue/Expense/Fund Balance Reports

Mr. David Loveland referred to the fiscal reports distributed by Ms. Antia Richards. May expenses were \$977,790 for a year to date total of \$7,886,450. May Revenue was \$1,159,120 for a year to date revenue total of \$7,934,565. The gain for May was \$181,333 bringing the Running Fund Balance to \$15,002,777. Expenses were up, mainly due to the 16 new positions and use of outside consultants. The Board (BoCC) just approved a salary increase for county staff effective immediately. That will affect the budget for the remainder of this fiscal year and the next, and the expectation is that more will have to come out of reserves to cover expenses. Also being tracked is the 25% reduction to know how much is being saved and what the effect of that has on the fund balance.

The last discussion about the fund balance was to reduce the balance down to an approximate one year's operating budget, approximately \$11M, the operating budget approximately 2 years ago. Since that time, the department has filled 16 new positions and the current budget is approximately \$14.4M with expenditures expected to be higher next year.

Mr. Gabor questioned a 40% increase and Mr. Loveland explained that most of what was driving that was the 16 new positions which had not been included in the \$11M; on top of that the salary increase will increase the budget as well. From the Board and County Admin's perspective, the salary increase is to help offset the cost of inflation in general (housing, gas & food) and is necessary to attract and retain employees.

Staff Levels, Levels of Service

Mr. Loveland reported that Permitting is fully staffed with one transfer from Code Enforcement starting in the next week. There are 3 vacancies in Plan Review, one of which is a fire reviewer recently retired. Regulatory Review and Building Inspections are fully staffed. The 3 member Database support team has one vacancy to fill, but IT and Accela have been supportive. The Accela upgrade in April went well, but last week there was a problem with certifications which led to problems with the pay portal and caused a cascade of problems, since resolved. An upgrade to ProjectDox will be coming up next. On a separate note, the program allows for having data stored on in-house servers or using cloud-based servers. Originally, the preference was to use in-house servers to avoid automatic updates that were being pushed without prior notification. Updates are no longer automatic therefore the County is investigating using the cloud since it will be supported by Accela. There would be a cost associated with it, but we don't have a proposal yet.

Mr. Marc Mora brought up the fact that Mr. Loveland will be retiring next year. There is a replacement plan in place. Currently advertising for a Deputy Director and the plan is to do an over-hire for his position to make for a smooth transition.

Fee Schedule

Staff is still working through the proposed fee changes and getting an agenda item in front of the Board. There is still a lot of detail to work through and it will miss the last meeting before the board recess in July, so the plan is for it to be on the first agenda in August (8/2/22). That provides time to make sure all the details are there, especially since the last change to the fee schedule was 2009. The Board will also need to be briefed before the August 2nd date. Mr. Loveland has been trying to create a spreadsheet to make it simple and clear as to what is being done. Mr. Mora said the endorsement of the committee is important, and given the opportunity it would be good for the members to have a conversation with the those making the decision on August 2, and certainly representation at the meeting would go a long way. Mr. Gabor asked that the committee be notified when that information goes over to the Board.

Mr. Gabor asked about plan review times. Mr. Loveland said Mr. McNulty was at a BOAF meeting, and Mr. Phillip Ford remarked that he had postponed the monthly BIA meeting because so many were at that meeting, but he had not heard of any particular problems with the review times. Mr. Loveland said that at the last meeting it was mentioned that the plan review times were creeping up some, so that was being addressed by using outside vendors while trying to fill the Plan Review vacancies. Mr. Malanick remarked that staff has been awesome and very accommodating. There was a general discussion about outside fire reviews and that backlog affecting not only building permits but also development orders.

So far the permitting numbers remain steady. The development orders and zoning applications are high which typically means that building permits and Inspections will follow. May was a big month for intake and typically summers see slightly higher numbers. Mr. Wojcechowskyj said there has definitely been a slow down since now there is a season which has not happened in two years. Traffic is down on the roads. It would be nice if the supply chain followed. Doors and windows have gotten easier to get. The consensus is that there will be a correction by the end of this year. Sellers are starting to get real with asking prices and starting to see more "normal" activities. The recession is way overdue. The big question will be how long will the recession last.

Miscellaneous Discussion

Mr. Loveland remarked that staff has been working on LDC amendments. One of the changes that needs to be made is to the Flood Regulations. FEMA has been working on a new flood study and new maps should be effective in November or December. Staff has prepared an agenda item for the June 21st Board meeting asking the Board to authorize staff to move forward with ordinance changes to reference the new FEMA map in order to be ready for the change when it happens and not jeopardize the continuation of the 25% community discount. Flood elevations will be changing in certain areas and adjustments will need to be made to the Mobile Home regulations since what is in place now does not match what FEMA requirements are to maintain the community rating. Currently

the county is rated at 5 which equates to a 25% discount for flood insurance to residents. The County keeps a consultant on board for when problems with the mapping are identified and to help with challenges that may come up. When the study first came out some areas of concern were highlighted and FEMA made some adjustments. A brief discussion followed.

Adjournment

There was no other 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 August 11, 2022.

DRAFT