



Washoe County Department of Building & Safety Building Enterprise Fund Advisory Committee

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The regular meeting of the Washoe County Department of Building & Safety Building enterprise Fund Advisory Committee held March 12, 2013 at the Washoe County Public Works Conference Room, 2nd Floor, County Administration Complex Building A. 1001 E. Ninth Street, Reno, Nevada.

- 1.* **CALL TO ORDER** – The meeting was called to order at 3:34 p.m. by Don Jeppson, Director, Department of Building & Safety.
- 2.* **MEMBERS PRESENT** – Tony Abreu, KDH, Anna Heenan, Senior Fiscal Analyst, Fred Taubel, TNT Construction, Inc., Jess Traver, P.E., BANN and Don Jeppson, A.I.A., Director of Building & Safety.
MEMBERS ABSENT - Dave Pearce, Pearce Construction, excused
OTHERS PRESENT – Bill Whitney, Director of Planning and Development and Ben Hutchins, Community Services Department Finance and Administration.
3. **APPROVAL OF THE AGENDA FOR THE REGULAR MEETING OF MARCH 12, 2013.** – **MOTION:** Fred Taubel moved to approve the March 12, 2013 agenda as posted. Jess Traver seconded the motion. The motion carried unanimously.
- 4.* **APPROVAL OF THE MINUTES FOR THE REGULAR MEETING OF OCTOBER 9, 2012.** – **MOTION:** Fred Taubel moved to approve minutes of the regular meeting of October 9, 2012 as submitted. Jess Traver seconded the motion. The motion carried unanimously.
MOTION: Jess Traver moved to approve the minutes of the February 5, 2013 minutes as Fred Taubel seconded the motion. The motion carried unanimously.
5. **PUBLIC COMMENT** - There were no members of the public in attendance and no public comments were presented.
- 6.* **DIRECTOR'S REPORT**
 - a. **Budget Update** – Don Jeppson provided copies of the Building & Safety Enterprise Fund report dated 3/12/2013 for review and discussion. Mr. Jeppson reported that the department has the best February since 2005, however, Operating income (loss) indicates a year to date loss of (\$223,114). Mr. Jeppson reported that the COWCAP is \$115,000 more for 2013 than for this year. These numbers reflect that the Department has one vacancy and the additional \$40,000 cost of the CSD administration. Mr. Jeppson reported that he does not have the funds to hire personnel to handle an increase in customers.
Comments and Concerns
 - Anna Heenan stated that the finance department has put together a team to generate a quarterly report for the board and will bring the report back to this committee. Ms. Heenan reported that they show a loss of \$55,000. Ms. Heenan reported that any short fall in the reserves would be addressed with an increase in the rate structure or a decrease in the expenditures.
 - Bill Whitney reported that there will be an internal county meeting and then a meeting with the stakeholders to address costs and fee increases. Mr. Whitney added that COWCAP is now called Indirect Cost.
- 7.* **OLD BUSINESS**
 - a. **Discussion and possible action regarding funding for a permit fee study.** – Mr. Jeppson introduced this question to the committee for review and possible action during this meeting. **MOTION:** Tony Abreu moved to recommend denial of allocating \$40,000 to hire an outside consultant to perform a permit fee study. Fred Taubel seconded the motion. The motion carried unanimously.
Comments and Concerns
 - Mr. Whitney reported that he did not hear any support for hiring an outside consultant.

b. Discussion and possible action regarding adoption of 2012 ICC Building Codes. - Discussion was held regarding the proposed amendments to the Washoe County Code, Chapter 100. Copies of the proposed new language were reviewed by members of the committee for discussion and possible recommendations during this meeting. Mr. Jeppson stated that he would like to bring the document to the board in April effective by September 1, 2013. Mr. Jeppson stated that he would have copies of Chapter 5 for review during the next committee meeting. **MOTION:** Tony Abreu moved to support adoption of the ordinance amending the Washoe County Code as presented. Fred Taubel seconded the motion. The motion carried unanimously.

Comments and Concerns

- Jess Traver stated for the record that costs for a 2000 square foot dwelling without sprinklers would add approximately \$7,000 in additional costs.
- Mr. Jeppson stated that the sprinkler requirement was dropped from the code. Mr. Jeppson also stated that for each \$1000 in additional costs for a dwelling that they disenfranchise 250,000 households.
- Mr. Traver supported a cost benefit for customers.
- In response to questions raised, Mr. Jeppson reported on a conference that he attended in Colorado where building codes were discussed.
- Concerns were raised regarding the sprinkler requirements for dwellings with private wells.
- Mr. Traver stated that copies of the fire departments new map would be helpful to review as soon as it is published.

c. Discussion and possible action regarding changes and fees to Chapter 100. – Mr. Jeppson asked that this item be tabled to the next meeting for discussion and possible action.

d. Discussion and possible action regarding pre-manufactured permits fees. Mr. Jeppson asked that this item be tabled to the next meeting for discussion and possible action.

8. * NEW BUSINESS

a. Discussion on membership and schedule of meetings. Don Jeppson reported that he has been in contact with prospective new members to serve on the committee. Teresa DeLong with DeLoreto and a gentleman have an interest in serving on this committee. The candidates will submit resumes for review and consideration. Mr. Jeppson asked the committee to consider meeting in April and in May.

b. Discussion on the County's COWCAP (Indirect Costs Allocation) - Anne Heenan provided copies of the Indirect Costs Allocation Plan for 2011, 2012 and 2013 for review and discussion. Ms. Heenan discussed the increase in Technology Services and Pre-funded retiree health fund costs and stated that she would bring final itemized numbers back to the committee. Mr. Hutchins was available to discuss how accounting addresses liabilities and revenues.

Comments and Concerns

- Mr. Jeppson reported that there has been litigation on a construction project on Red Rock Road that has been going on for the past six years. Mr. Jeppson discussed some legal council needs that he has needed to respond to.
- In response to questions raised, Ms. Heenan discussed the cost allocations and that funds are going into the general fund.
- Mr. Jeppson discussed the possibility of obtaining new software that tracks permit fees, costs and expiration dates and other inspection requirements.

c. Future agenda items. – Washoe County to reimburse the Enterprise Fund - NRS 354.59851, Liabilities concerns and provided services, Fees schedule for quality of drawings, Surcharge for engineered applications over 6500 feet altitude, Discussion and possible action regarding changes and fees to Chapter 100, Discussion and possible action regarding pre-manufactured permits fees.

9. ADJOURNMENT – With no further business Tony Abreu moved to adjourn the meeting at 5:00 p.m. The motion was seconded. The motion carried unanimously.

Respectfully Submitted by: Allayne Donnelly-Everett, Specialized Secretarial Services.