



Building and Safety Enterprise Fund Advisory Committee Minutes

1. **Call to Order and Roll Call**

Minutes:

CHAIR POTTER called the meeting to order at 2:01 p.m.

PRESENT: CHAIR POTTER and MEMBERS TATUM, CUNNINGHAM, and FRIAS (excused until 2:11 p.m.)

EXCUSED: MEMBER LLOYD-LEAKOS

ALSO PRESENT: DAVID CROSS, Fire Plans Review Section Manager; TASHA EALY, Senior Management Analyst; CARMEN GILBERT, Deputy City Attorney; and SAMANTHA DINICOLA, Deputy City Clerk

2. **Announcement Regarding: Compliance with Open Meeting Law**

Minutes:

ANNOUNCEMENT MADE: This meeting has been properly noticed and posted at the following locations in accordance with the noticing standards as outlined in NRS 241.020: City Hall, 495 South Main Street, 1st Floor; the City of Las Vegas website - www.lasvegasnevada.gov; and the Nevada Public Notice website - notice.nv.gov.

3. **Public Comment:** Comment during this portion of the agenda must be limited to matters on the agenda for action. If you wish to be heard, come forward and give your name for the record. The amount of discussion, as well as the amount of time any single speaker is allowed, may be limited.

Minutes:

None.

4. For possible action to approve the Final Minutes by reference of the Regular Meeting of November 18, 2024

Motion made by Vincent Tatum to Approve

Passed For: 3; Against: 0; Abstain: 0; Did Not Vote: 0; Excused: 2

For-Robert W. Potter, Vincent Tatum, Michael Cunningham; Excused-Gayle Lloyd-Leakos, Tina Frias;

5. Report by Michael Cunningham, Deputy Community Development Director and Building Official, regarding the Enterprise Fund Budget for Fiscal Year 2025

Minutes:

MEMBER CUNNINGHAM referenced the FY(Fiscal Year) 2025 Enterprise Fund Budget, which was included in the backup, to report that year-to-date revenues had been in the red every month since August. He stated that this trend usually happens during election years, and they plan to monitor it closely. He hoped to improve their bottom line through retirements and assessing their current fee schedule. Though they had ongoing projects, they were not at the level of previous years. The Member concluded that they were projected to finish at \$14,298,930 in revenue, which was down significantly from their budget of \$16,498,000, and \$15,878,585 in total expenses.

MEMBER TATUM inquired about fee increases. MEMBER CUNNINGHAM stated that they would ensure they were charging accurately relative to the services being provided. He noted that it was a lengthy process and that they would hire a consultant to conduct the evaluation. After the evaluation was completed and feedback had been received from stakeholders, there would be a grace period before the changes became effective. MEMBER TATUM wondered what years they would reference for the study and expressed concern regarding recent economic factors that may skew the research. MEMBER CUNNINGHAM said that they would reference previous years to try to find a trend line.

CHAIR POTTER questioned if they would compare their results to other jurisdictions, and MEMBER CUNNINGHAM confirmed they would reference local jurisdictions versus the recommendation before making changes. The Chair raised concerns regarding overhead costs to the General Fund. MEMBER CUNNINGHAM stated that this was listed under General Government Cost Allocation, Item 599000, and this year they paid over \$3,000,000 for their services from the General Fund. He added that he would need to research whether there was an industry best practice in relation to this cost. The Chair opined that percentage could skew what is seen visually on the report versus the actual costs. MEMBER CUNNINGHAM agreed that the line item controlled a large portion of their expenses, stating that he would investigate it further.

Subsequent to the report, CHAIR POTTER welcomed MEMBER FRIAS to the Board.

6. Report by Michael Cunningham, Deputy Community Development Director and Building Official, regarding the tentative Enterprise Fund Budget for Fiscal Year 2026

Minutes:

MEMBER CUNNINGHAM referenced the updated FY(Fiscal Year) 2026 Enterprise Fund Budget, a copy of which was submitted for the record, and explained that the highlighted lines were the updated data. The total increase across six labor expense line items was \$313,298, while five discretionary expense lines rose by \$179,184, resulting in a combined increase of \$492,482 from the original report. They were projecting total revenues of \$16,565,607 and expenses of \$19,512,941. He noted this was a large discrepancy and added that they were closely reviewing their expenses. He stated that the reserve balance totaled \$6,680,011, which he opined was healthy, and would continue to be monitored over the next year.

MEMBER TATUM confirmed the budget was a draft for FY2026, and he inquired about various lines within the budget. MEMBER CUNNINGHAM explained that line items in a darker gray represented fees paid to the General Fund for services, vehicle maintenance, insurance, and general costs. MEMBER TATUM inquired about Item 371000 for operating transfers in the amount of \$2 million. MEMBER CUNNINGHAM advised that this was a transfer from their reserve balance to account for the overall shortfall. In response to MEMBER TATUM, MEMBER CUNNINGHAM stated that they had anticipated expenses associated with third-party inspection companies and were considering pulling back business from one, though they did not anticipate using the full allocated amount.

CHAIR POTTER asked about the General Government Cost Allocations and if the items in dark gray were for the General Fund. MEMBER CUNNINGHAM explained that PC (personal computer) Applications and Infrastructure related to the computer software and equipment they use. He added that he would need to conduct further research in order to provide a more detailed breakdown.

MEMBER FRIAS agreed that breaking down General Government Cost Allocations would be helpful for future meetings.

7. Report by Michael Cunningham, Deputy Community Development Director and Building Official, regarding the 2024 Code Adoption schedule and process

Minutes:

MEMBER CUNNINGHAM reported that the code adoption process with SNBO (Southern Nevada Building Officials) was near completion, with the Business Impact Statement beginning next week and Recommending Committee and City Council meetings to follow. He added that, overall, the industry had been accepting of the proposed changes.

MEMBER TATUM commended MEMBER CUNNINGHAM for his transparency throughout the process. MEMBER CUNNINGHAM clarified for MEMBER TATUM that the proposed adoption date would be July 14th, with an effective date six months later.

CHAIR POTTER questioned if the City's code adoption would align with other jurisdictions. MEMBER CUNNINGHAM noted that while there were some differences, the codes would be largely similar overall. He added that everyone agreed to revert to the base code regarding plumbing.

MEMBER FRIAS expressed appreciation for partnering with the industry during the code adoption process and acknowledged the work that went into it.

8. Report by Michael Cunningham, Deputy Community Development Director and Building Official, regarding projects with significant impact to Building & Safety Division resources

Minutes:

MEMBER CUNNINGHAM utilized a PowerPoint presentation, a copy of which was submitted for the record, to report on current and upcoming projects within the city. The development on Sunrise Avenue and 28th Street will be a two-story apartment building with 121 units through partnership with the SNRHA (Southern Nevada Regional Housing Authority). Ely at Rancho Drive will have 324 units, The Gateway will have 230 multi-family units, and the Mountainview medical office building will be four stories. The Member added that the City had around half of the number of large projects and permits when compared to last year, totaling an estimated \$16,593,610.

MEMBER CUNNINGHAM stated that the Medical District has a multi-family project being developed with approximately 200 units and 5,000 square feet of retail space. The RDA (Redevelopment Agency) purchased almost an acre of land to develop an affordable housing project and also created an Electrical Utility Incentive Program to assist funding developers when moving utilities underground. AREA15 has projects in various stages of completion, including exterior finishes, plan review, and construction. Upcoming development agreements included Desert Pines, Upper Las Vegas Wash, and BLM (Bureau of Land Management) 505.

MEMBER TATUM expressed gratitude for the update and asked for clarity regarding advertising Electrical Utility Incentive Program, and MEMBER CUNNINGHAM was not sure how outreach was being conducted. MEMBER TATUM opined that the public should be informed about the incentive program. He requested an update on projects within Symphony Park. MEMBER CUNNINGHAM advised that there was an issue involving the Art Museum's fire access, which they were working out in the design phase, and that the Origin project was in the final plan review phase with permits close to being issued. He added that there were other projects being worked on, of which he had no official update.

9. Report by David Cross, Fire Plans Review Section Manager, regarding updates on Las Vegas Fire & Rescue issues that can affect the administration and finances of the Building and Safety Enterprise Fund, such as updates on fire sprinkler inspections, plan reviews and/or fees

Minutes:

DAVID CROSS, Fire Plans Review Section Manager, advised that they maintained a 79 percent plan review completion rate within a 14-day turnaround, noting there had been a decrease in plan reviews and inspections in the last six months. Since September, residential tract reviews were brought back in-house from a contractor, and they had completed 233 to date. He stated that they projected to align with the Building and Safety Department's new code adoption, which included 15 overall additions.

MEMBER TATUM thanked MR. CROSS for the update.

10. **Discussion regarding topics for future agenda items.** Comments made during this portion of the agenda by individual members shall refer solely to proposals for future agenda items and any discussion shall be limited to whether or not such proposed items are within the purview of the Committee and/or whether such proposed items shall be placed on a future agenda. No discussion regarding the substance of any such proposed topic shall occur and no action shall be taken.

Minutes:

MEMBER CUNNINGHAM advised that the next agenda would include an update on FY(Fiscal Year)26 and FY25, code adoption, major project updates, as well as discussion regarding any questions that were brought up today.

11. **Citizens Participation:** Public comment during this portion of the agenda must be limited to matters within the jurisdiction of the Committee. No subject may be acted upon by the Committee unless that subject is on the agenda and is scheduled for action. If you wish to be heard, come forward and give your name for the record. The amount of discussion on any single subject, as well as the amount of time any single speaker is allowed, may be limited.

Minutes:

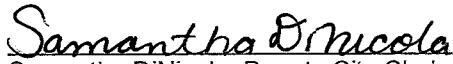
None.

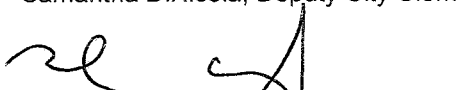
12. **Adjournment**

Minutes:

The meeting was adjourned at 2:42 p.m.

Respectfully submitted:


Samantha DiNicola, Deputy City Clerk


Michael Cunningham, Building Official

THIS MEETING WAS PROPERLY NOTICED AND POSTED AT THE FOLLOWING LOCATIONS
IN ACCORDANCE WITH THE NOTICING STANDARDS AS OUTLINED IN NRS 241.020:

The City of Las Vegas website – www.lasvegasnevada.gov
The Nevada Public Notice website – notice.nv.gov
City Hall, 495 South Main Street, 1st Floor