



Building and Safety Enterprise Fund Advisory Committee Minutes

1. Call to Order and Roll Call

Minutes:

CHAIR POTTER called the meeting to order at 2:00 p.m.

PRESENT: CHAIR POTTER and MEMBERS TATUM, CUNNINGHAM, and LLOYD-LEAKOS

EXCUSED: MEMBER FRIAS

ALSO PRESENT: SHERRI SHOUP, Assistant Fire Chief and Fire Marshal; 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: Civic Center Building A, 525 South Main Street, 1st Floor; 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 April 14, 2025

Motion made by Michael Cunningham to Approve

Passed For: 4; Against: 0; Abstain: 0; Did Not Vote: 0; Excused: 1

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

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

Minutes:

MEMBER CUNNINGHAM stated that the SNBO (Southern Nevada Building Officials) code adoption was approved at the July City Council meeting and implementation will roll out the following January. He added that, developers could submit plans adhering to either code in the interim.

MEMBER TATUM asked what the end date was for submitting plans using the previous code. MEMBER CUNNINGHAM advised that plans must be submitted prior to January 5th, and the builder could not let them expire.

6. 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 on the end-of-year report they finished in the red. He stated that revenue was \$13,897,222, which was 84 percent of what they had projected. He confirmed there was a slowdown in permit submissions, which may have contributed to this deficit. Expenses were 90 percent of what they projected, and June had a large transfer to rectify the deferred revenue account, which would be transferred back once large projects were completed. He noted that there were no outliers affecting the expenses, and most projects ended under budget due to no longer having to heavily rely on outside consultants.

MEMBER TATUM wondered what they learned from 2025 projections and how that would be implemented in future budgets. MEMBER CUNNINGHAM explained that they began working on the following year's budget in November, and they use those projections on expenditures and staffing.

CHAIR POTTER asked the amount of the large transfer, and MEMBER CUNNINGHAM advised that it showed negative \$667,682, though that number reflected a revenue collection as well.

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

Minutes:

MEMBER CUNNINGHAM referenced the FY (Fiscal Year) 2026 Enterprise Fund Budget, which was included in the backup, to report on revenue for the first two months of FY2026. He stated that they lost money in both July and August due to an increase in salaries and wages, noting their expenses were at 14 percent. He added that they held off on filling vacant positions except for two inspector positions they felt were essential. He explained that they planned to limit funding for consultants, and the next budget report would include those purchase orders.

MEMBER TATUM asked what they were doing procedurally to reduce costs other than limiting professional services. MEMBER CUNNINGHAM explained that there were several discretionary items they had no control over, including mileage, gas, and salaries. He added that they were being mindful about employee training, overtime, and not filling vacancies.

8. Report by Gayle Lloyd-Leakos, Director of Finance, regarding Government Cost Allocation for Fiscal Year 2026

Minutes:

MEMBER LLOYD-LEAKOS narrated from a PowerPoint presentation, a copy of which was submitted for the record, to explain the General Government Cost Allocation (GGCA) and its components. She stated that the GGCA was a method used by the City to allocate shared service functions to enterprise funds and internal service funds. For FY (Fiscal Year) 2026, the Building and Safety Enterprise Fund has \$3.2 million in total GGCA. She displayed a chart with GGCA shared service breakdowns, along with detailed descriptions explaining what each component entailed. The Member explained that building depreciation was the cost of the space the Building and Safety Division occupies in City Hall and other City buildings. The largest component was to the City Clerk's Office for the cost associated with enterprise records management, noting that the Building and Safety Division has over 30,000 hard copies and 4.5 million digital images for building plans. The majority of IT's (Innovation and Technology Department) cost is for cybersecurity and redundancy.

CHAIR POTTER asked if the amounts shown totaled the \$3.2 million displayed in the chart, which MEMBER LLOYD-LEAKOS confirmed. The Chair wondered what percentage the \$3.2 million represented of the overall budget, and MEMBER LLOYD-LEAKOS stated that they look at each department and calculate the services they provide to the Building and Safety Enterprise Fund. MEMBER CUNNINGHAM explained that previous reports were percentage-based and, though this report was not, the total GGCA was 19 percent of their expenditures.

MEMBER TATUM commended the new format of the report, which he believed made the data easy to understand.

9. 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 Ainsley at Tivoli will be a five-story development with 300 apartment units, Marble Manor was in phase one with demo permits issued, and Golden Apartments will be a three-story, mixed-use development. The Member noted that they have a total of 86 large projects in review that were valued at \$100,000 to \$500,000 and 85 projects in review valued at over \$500,000. The Civic Plaza will be leased out to the Vegas Chamber on the second floor and Workforce Connections on the fourth, with food and beverage tenants to follow. The Parting Seas development, located in the Las Vegas Medical District, will include a four-story medical office building with a five-story parking garage and ground-floor retail space. Nevada State University will take over the third floor of the Women's Cancer Center on Tonopah Drive for a clinical lab.

MEMBER CUNNINGHAM stated that a City Garage will be in the Arts District, as well as the Z-Life Midtown development, which will include 174 apartments, 214 hotel rooms, and retail and office space. AREA15 has projects near completion, with the possibility of an additional district being added. Desert Pines is almost in the permitting stage and will include a CSN (College of Southern Nevada) Training Center. Symphony Park will be adding a medical office building and sculpture park. Las Vegas Museum of Art Media Lab will be a turn-key museum space with office spaces included. The Member concluded by saying that they were exploring creating RDA (Redevelopment Area) 3 and highlighted the potential expansion area.

MEMBER TATUM expressed appreciation for the presentation, stating that it helped to see what they were working on.

10. 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 over the last six months they had seen a 20 percent increase in plan review volume. They reached a net goal of a 14-day turnaround 80 percent of the time, and inspections saw a nine percent increase, with over 6,000 completed in the last six months. When compared to last year, plan reviews were up 14.4 percent and overall inspection volume was down 1.8 percent. He added that they were working with MEMBER CUNNINGHAM on a fee study to ensure they were capturing all necessary fees.

MEMBER TATUM questioned when the fee study would be completed and how it would be communicated to the public. MR. CROSS said their goal was to have it ready for discussion by January or February, though it was a lofty goal. MEMBER CUNNINGHAM advised that they hoped to share it with the industry and stakeholders early next year to receive feedback and conduct outreach, with the goal of City Council approval and an effective date in the next fiscal year. MEMBER TATUM asked if the permit trend was on the rise, and MR. CROSS explained that plan reviews had been increasing but there had been a slowdown on the number of permits.

CHAIR POTTER wondered if a multi-family building was considered one permit. MR. CROSS said they look at it by the system, and each fire sprinkler, alarm, or other system within the building is one permit. The Chair confirmed with MR. CROSS that a condo (condominium) development with 50 separate condos would only be broken up per building, not per condo unit.

11. **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:

None.

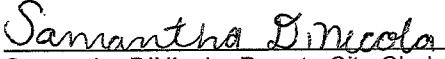
12. **Citizens Participation:** Public comment during this portion of the agenda must be limited to matters within the jurisdiction of the Committee. No subject may be acted upon by the Committee unless that subject is on the agenda and is scheduled for action. If you wish to be heard, come forward and 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.

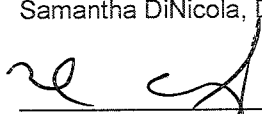
Minutes:
None.

13. **Adjournment**

Minutes:
The meeting was adjourned at 2:37 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

Civic Center Building A, 525 South Main Street, 1st Floor

City Hall, 495 South Main Street, 1st Floor