

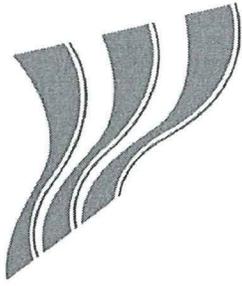
CITY OF WILLMAR

**COMMUNITY DEVELOPMENT COMMITTEE MEETING
4:45PM, THURSDAY, FEBRUARY 12, 2015
CONFERENCE ROOM NO. 1
CITY OFFICE BUILDING**

**Chair: Rick Fagerlie
Vice Chair: Andrew Plowman
Members: Audrey Nelsen
Tim Johnson**

AGENDA

1. Meeting Called to Order
2. Public Comment
3. Business Development Infrastructure Grant – Minn West
4. Unsafe Building Declaration for 3209 1st Avenue Northwest
5. Adoption of 2015 Building Code
6. Old Business
7. New Business
8. Adjourn



CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: _____

Meeting Date: February 12, 2015

Attachments: Yes No

CITY COUNCIL ACTION

Date: _____

- Approved Denied
- Amended Tabled
- Other

Originating Department: Planning and Development Services

Agenda Item: Business Development Infrastructure Grant – Minn West

Recommended Action: Recommend adoption of resolution naming the City as grant applicant.

Background/Summary: Minn West Technology Campus wishes to apply for a State Business Development Infrastructure Grant. The proposed project is an access road and parking lot for at least five buildings at the campus. Grant funding is only available to public entities for public facilities. The City is being asked to participate as it did on the MCROC grant. Agreements will be drafted to relieve the City of all legal and financial obligations. Campus representatives will be in attendance.

Alternatives: Not to participate

Financial Considerations: Minor City cost; some staff time

Preparer: Bruce D. Peterson, AICP
Director of Planning and Development Services

Signature:

Comments:



MinnWest Technology Campus West Campus Parking Project

Introduction:

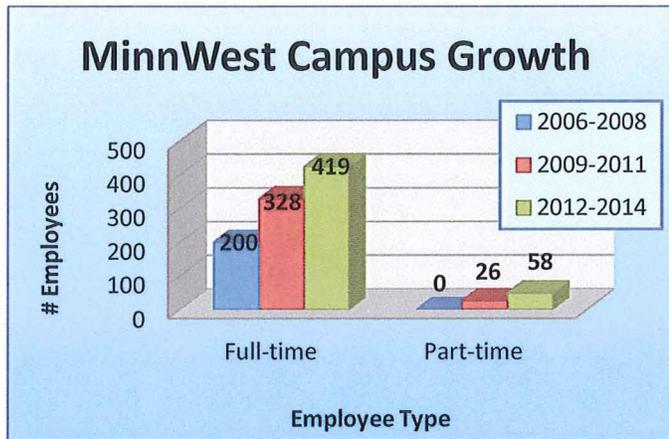
The MinnWest Technology Campus wishes to team with the City of Willmar to pursue a Minnesota Department of Employment and Economic Development (DEED) Innovative Business Development Public Infrastructure (BDPI) grant to construct a new 210-space parking lot on the Campus.

MinnWest Technology Campus...
MinnWest Description:
 Collaborative business community for innovators in bioscience, agribusiness, technology, and bioenergy.
Inception Year:
 2006
Campus Size:
 100-acre property with 30 buildings and 500,000+ ft² space available.
Current Counts (Jan 2015):
 30 tenants: 419 Full-time/58 Part-time Employees

The MinnWest Technology Campus has shown *significant success and growth since its inception* in 2006. Currently 419 full-time and 58 part-time employees are housed on Campus. MinnWest wishes to continue this growth but is currently being restricted due to limited Campus parking. Several current campus tenants have pledged to expand employee numbers if additional parking access is provided. This new

parking lot will allow these companies to grow and also create opportunity for new tenants being recruited to Campus.

By partnering on this project, both the City and MinnWest will benefit from internal tenant growth as well as economic growth as new businesses join the Campus community.



PUBLIC PROJECT NECESSARY: BDPI grant awards are only available for publicly-owned projects. Currently MinnWest owns the land where the parking lot will be constructed, but would like to donate the land to the City to meet this DEED grant requirement. MinnWest has committed to privately fund the nonfundable cost of the project including any costs the City may incur as a result of the grant and construction processes.

PREVIOUS CITY-CAMPUS PARTNERSHIP: In 2012, the City and MinnWest similarly partnered to successfully secure a DEED grant to complete the Mid-Central Research and Outreach Center (MCROC) on the MinnWest Campus. As done with the MCROC Project, MinnWest staff and Board would be responsible for completing the tasks associated with the construction of this project with limited City involvement. Once complete, MinnWest will then take over responsibility for ongoing and future maintenance through a long-term lease with the City. This scenario has worked well with the MCROC partnership.





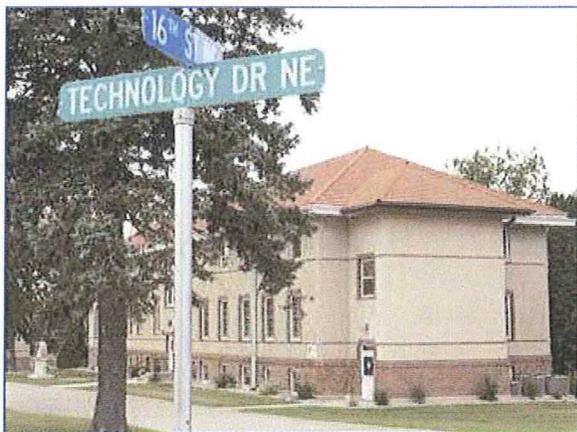
MinnWest Technology Campus

West Campus Parking Project

Campus Background:

In 2006, the 100-acre property on Willmar's north side was purchased and repurposed from an abandoned Minnesota state-owned healthcare facility into a high-tech, high-functioning, and innovative hub for advancing Minnesota's bioscience and technology communities. It is currently home to 30 companies.

Since the MinnWest Technology Campus was formed, it has been *successful in the conversion of the historic buildings to science- and technology-based office and research uses* while still maintaining the historic value of the campus. In its former life as a state-owned treatment center, the amount of parking was not an issue since a



large share of users lived on campus.

Proposed Parking Lot:

The proposed parking lot will be located on the northwest side of the Campus serving the buildings directly facing Willmar Lake. The lot will improve and expand the current privately owned 16th Street NE by adding approximately **210 parking spaces** that are perpendicular to the drive aisle. The proposed improvements will also improve drainage for the adjacent buildings and add sidewalks and additional handicapped accessible parking spaces to the

existing buildings.

Due to the location over an existing street, multiple utilities will need to be improved or relocated during the construction. The Campus has *already prepared construction plans and received local and state approvals* of these plans. The project has an estimated cost of \$940,000. Through the DEED grant program the MinnWest Campus is seeking approximately \$470,000. All remaining project costs will be funded privately by the Campus. The project needs to be constructed in 2015 to support business expansion.

DEED Grant Specifics:

The BDPI Program funds up to 50 percent of the capital costs of the public infrastructure necessary to expand or retain jobs. The Campus is specifically pursuing an **INNOVATIVE** BDPI grant due to the parallel in the INNOVATIVE program requirements and the campus' goals for the following:

- Commitment to *innovative business practices* and organizations
- **Job creation** and retention
- Attracting top-notch *bioscience, agribusiness, technology, and bioengineering* companies.

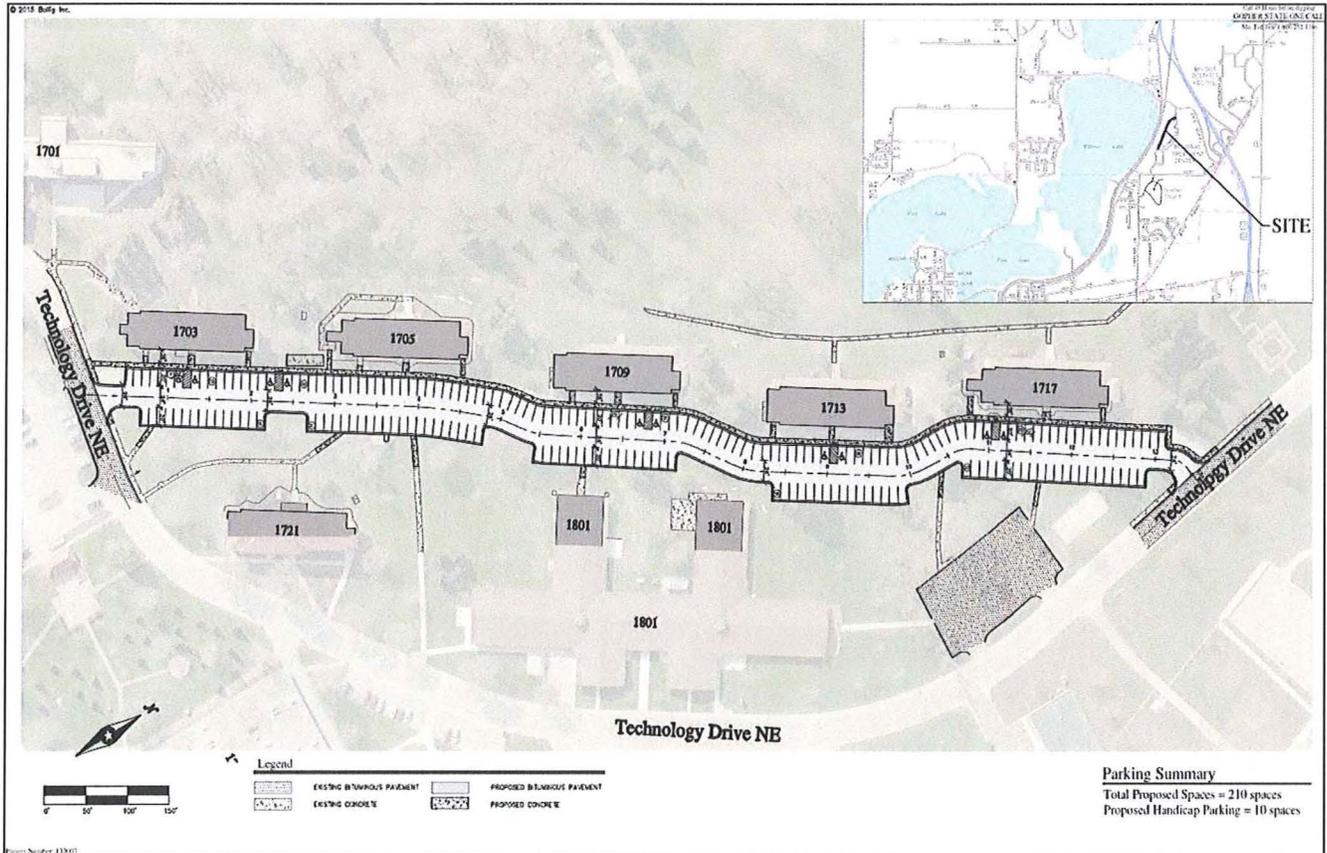
Because the BDPI program requires the project to be publicly owned, a partnership between MinnWest and the City is necessary. MinnWest staff is committed to limiting the City's staff and monetary involvement as evidenced by the MCROC partnership in 2012.



MinnWest Technology Campus

West Campus Parking Project

Proposed Project Map



RESOLUTION NO. _____

BE IT RESOLVED by the City Council of the City of Willmar, a municipal corporation of the State of Minnesota, as follows:

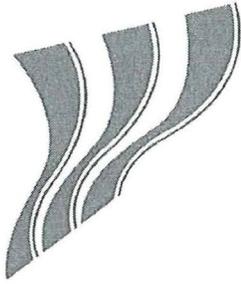
1. That the City of Willmar serve as the applicant for a Business Development Infrastructure Grant on behalf of Minn West Technology Campus, and to serve as a conduit for, and administrator of, grant funds.
2. That the Mayor and Administrator be authorized to execute grant documents on behalf of the City.

Dated this 17th day of February, 2015.

MAYOR

ATTEST:

CITY CLERK-TREASURER



CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: _____

Meeting Date: February 12, 2015

Attachments: Yes No

CITY COUNCIL ACTION

Date: _____

- Approved Denied
- Amended Tabled
- Other

Originating Department: Planning and Development Services

Agenda Item: Unsafe Building Declaration for 3209 1st Avenue Northwest

Recommended Action: Declare the house at 3209 1st Avenue Northwest as unsafe

Background/Summary: The Building Official has requested that the Council issue an unsafe building declaration for the house which was severely damaged by fire (see attached).

Alternatives: To not declare the house as unsafe

Financial Considerations: N/A

Preparer: Bruce D. Peterson, AICP
Director of Planning and Development Services

Signature:

Comments:



WILLMAR



PLANNING AND DEVELOPMENT SERVICES

City Office Building
333 SW 6th Street, Box 755
Willmar, MN 56201

GENERAL DEPARTMENT & INFORMATION	320-235-8311
DIRECTOR	320-214-5184
PLANNER	320-214-5195
BUILDING OFFICIAL	320-214-5185
BUILDING INSPECTION TECH	320-214-5187

FAX: 320-235-4917

MEMO

TO: Bruce D. Peterson, Director of Planning and Development

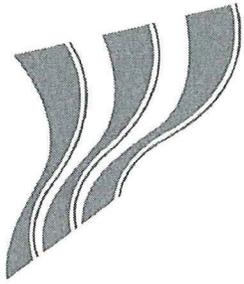
FROM: Randy Kardell, Building Official *RLK*

Date: January 28, 2015

RE: **3209 1st Avenue Northwest**

An inspection was done on the fire damaged residential structure on January 4, 2015. This inspection was on the exterior only. The roof and supporting walls have been burned to the extent that repairs cannot be made. This structure has several issues that would warrant an "unsafe building" declaration. Currently, the structure is vacant and several openings are not secure. The building has major structure damage. The structure has been damaged to the extent that a removal permit should be issued and completely removed within 30 days. If you have any questions, feel free to contact me.





**CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION**

Agenda Item Number: _____

Meeting Date: February 12, 2015

Attachments: Yes No

CITY COUNCIL ACTION

Date: _____

- | | |
|-----------------------------------|---------------------------------|
| <input type="checkbox"/> Approved | <input type="checkbox"/> Denied |
| <input type="checkbox"/> Amended | <input type="checkbox"/> Tabled |
| <input type="checkbox"/> Other | |

Originating Department: Planning and Development Services

Agenda Item: Adoption of 2015 Building Code

Recommended Action: Recommend that the Ordinance for adoption of the Code be introduced.

Background/Summary: Building Official Randy Kardell will discuss the 2015 Code and major changes to the previous code. There are mandatory and discretionary sections to the Code. It is proposed that only the mandatory sections be adopted.

Alternatives: To delay adoption

Financial Considerations: No fee changes are proposed

Preparer: Bruce D. Peterson, AICP
Director of Planning and Development Services

Signature:

Comments:



PLANNING AND DEVELOPMENT SERVICES

City Office Building
333 SW 6th Street, Box 755
Willmar, MN 56201

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BUILDING OFFICIAL	320-214-5185
BUILDING INSPECTION TECH	320-214-5187

FAX: 320-235-4917

MEMO

TO: Bruce Peterson, Director of Planning and Development Services

FROM: Randy Kardell, Building Official *RLK*

DATE: January 16, 2015

RE: **2015 Minnesota State Building Code Adoption**

On January 24, 2015 the State of Minnesota – 2015 Building Code becomes effective. The 2015 State Building Code will be adopted in a segmented process throughout early 2015. Below I have listed the makeup of the 2015 code. These Minnesota rules are mandatory for adoption:

- Minnesota Rule 1300 – Administration of the Minnesota State Building Code**
- Minnesota Rule 1301 – Building Official Certification**
- Minnesota Rule 1302 – State Building Code Construction Approvals**
- Minnesota Rule 1303 – Code Provisions**
- Minnesota Rule 1305 – Adoption of the 2012 International Building Code**
- Minnesota Rule 1307 – Elevators and related devices**
- Minnesota Rule 1309 – Adoption of the 2012 International Residential Code**
- Minnesota Rule 1311 – Minnesota Construction Code for casting building**
- Minnesota Rule 1315 – Adoption of the 2012 National Electrical Code**
- Minnesota Rule 1325 – Solar Energy Systems**
- Minnesota Rule 1330 – Fallout shelters**
- Minnesota Rule 1335 – Flood proofing regulations**
- Minnesota Rule 1341 – Minnesota Accessibility Code**
- Minnesota Rule 1346 – Minnesota State Mechanical and Fuel Gas Code**
- Minnesota Rule 1350 – Manufactured Homes**
- Minnesota Rule 1360 – Prefabricated structures**
- Minnesota Rule 1361 – Industrial/Modular Buildings**
- Minnesota Rule 1370 – Storm Shelter’s (Manufactured Home Parks)**
- Minnesota Rule 4714 – 2015 State Plumbing Code with amendments**
- Minnesota Rule 1322 – 2015 Minnesota Residential Energy Code**
- Minnesota Rule 1323 – 2015 Minnesota Commercial Energy Code**



Seven of the above rules are required to be enforced throughout the State of Minnesota regardless of municipal adoption. The Minnesota rules are 1341, 4714, 1307, 1315, 1350, 1360, and 1361.

With the segmented adoption process, the best and easiest code adoption process would be the same self-perpetuating ordinance that was used when the 2007 Minnesota State Building Code was adopted by the City Council on August 6, 2007.

I have also provided a copy of Minnesota Statutes 326 B.121 State Building Code; Application, and Enforcement. The question of whether we (City of Willmar) have to adopt the new code, is explained in Subdivision 2.

If you have any questions or require additional information feel free to contact me. I have also included a questionnaire that was done by the Department of Labor and Industry in regards to Building Code Administration. The results are is quite interesting.

ORDINANCE NO. _____

AN ORDINANCE ADOPTING THE MINNESOTA STATE BUILDING CODE

This Ordinance: provides for the application, administration, and enforcement of the Minnesota State Building Code by regulating the erection, construction, enlargement, alteration, repair, moving, removal, demolition, conversion, occupancy, equipment, use, height, area, and maintenance of all buildings and/or structures in the Municipality; provides for the issuance of permits and collection of fees thereof; provides penalties for violation thereof; repeals all Ordinances and parts of Ordinances that conflict therewith. This Ordinance shall perpetually include the most current edition of the Minnesota State Building Code with the exception of the optional appendix chapters. Optional appendix chapters shall not apply unless specifically adopted.

The City Council of the City of Willmar does ordain as follows:

Section 1. Codes Adopted by Reference. The Minnesota State Building Code, as adopted by the Commissioner of Labor and Industry pursuant to Minnesota Statutes chapter 16B.59 to 16B.75, including all of the amendments, rules and regulations established, adopted and published from time to time by the Minnesota Commissioner of Labor and Industry, through the Building Codes and Standards Unit, is hereby adopted by reference with the exception of the optional chapters, unless specifically adopted in this ordinance.

Section 2. Application, Administration and Enforcement. The application, administration, and enforcement of the code shall be in accordance with Minnesota State Building Code. The code shall be enforced within the extraterritorial limits permitted by Minnesota Statutes, 16B.62, subdivision 1, when so established by this ordinance.

This code enforcement agency of this municipality is called the Department of Planning and Development Services. This code shall be enforced by the Minnesota Certified Building Official designated by this Municipality to administer the code (Minnesota statute 16B.70) subdivision 1.

Section 3. Permits and Fees. The issuance of permits and the collection of fees shall be as authorized in Minnesota Statutes, 16B.62, subdivision 1. Permit fees shall be assessed for work governed by this code in accordance with the fee schedule adopted by the municipality in Appendix A. In addition, a surcharge fee shall be collected on all permits issued for work governed by this code in accordance with Minnesota statute 16B.70.

Section 4. Violations and Penalties. A violation of the code is a misdemeanor (Minnesota statutes 16B.69).

Section 5. Building Code Optional Chapters. The Minnesota State Building Code, established pursuant to Minnesota Statutes 16B.59 to 16B.75 allows the Municipality to adopt by reference and enforce certain optional chapters of the most current edition of the Minnesota State Building Code.

Section 6. Repeals. Ordinance No. 1265 adopted August 6, 2007 is hereby repealed in its entirety.

Section 7. Effective Date. This Ordinance shall be effective from and after its adoption and second publication.

This Ordinance was introduced by Councilmember: _____

This Ordinance was introduced on: _____

This Ordinance was published on: _____

This Ordinance was given a hearing on: _____

This Ordinance was adopted on: _____

This Ordinance was published on: _____

Extracted from 1997 Uniform Building Code

Total Valuation	Fee
\$1.00 to \$500.00	\$ 21.00
\$501.00 to \$2,000.00	\$21.00 for the first \$500.00 plus \$2.75 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$62.25 for the first \$2,000.00 plus \$12.50 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$349.75 for the first \$25,000.00 plus \$9.00 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$574.75 for the first \$50,000.00 plus \$6.25 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$887.25 for the first \$100,000.00 plus \$5.00 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$2,887.25 for the first \$500,000.00 plus \$4.25 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,012.25 for the first \$1,000,000.00 plus \$2.75 for each additional \$1,000.00, or fraction thereof
Other Inspections and Fees:	
1. Inspections outside of normal business hours	\$42.00 per hour *
2. Reinspection fees assessed under provisions of Section 305.8	\$42.00 per hour *
3. Inspections for which no fee is specifically indicated (minimum charge - one-half hour)	\$42.00 per hour *
4. Additional plan review required by changes, additions or revisions to plans	\$ 42.00 per hour *
5. For use of outside consultants for plan checking and Inspections, or both	Actual cost *

* Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wage and fringe benefits of the employees involved.

** Actual costs include administrative and overhead costs.

Plan Review Fees:

65% of permit for Commercial

40% of permit for Residential

2014 Minnesota Statutes

Authenticate

326B.121 STATE BUILDING CODE; APPLICATION AND ENFORCEMENT.

Subdivision 1. **Application.** (a) The State Building Code is the standard that applies statewide for the construction, reconstruction, alteration, repair, and use of buildings and other structures of the type governed by the code.

(b) The State Building Code supersedes the building code of any municipality.

(c) The State Building Code does not apply to agricultural buildings except:

(1) with respect to state inspections required or rulemaking authorized by sections 103F.141; 216C.19, subdivision 9; and 326B.36; and

(2) translucent panels or other skylights without raised curbs shall be supported to have equivalent load-bearing capacity as the surrounding roof.

Subd. 1a. **Municipal ordinance; completion of exterior work.** A municipality may by ordinance adopt an official control that requires exterior work authorized by a building permit issued in accordance with the State Building Code, to be completed within a specified number of days following issuance of the building permit. The local regulation may not require completion of exterior work earlier than 180 days following the issuance of the permit.

Subd. 2. **Municipal enforcement.** (a) If, as of January 1, 2008, a municipality has in effect an ordinance adopting the State Building Code, that municipality must continue to administer and enforce the State Building Code within its jurisdiction. The municipality is prohibited from repealing its ordinance adopting the State Building Code. This paragraph does not apply to municipalities with a population of less than 2,500 according to the last federal census that are located outside of a metropolitan county, as defined in section 473.121, subdivision 4.

(b) If a municipality is not required by paragraph (a) to administer and enforce the State Building Code, the municipality may choose to administer and enforce the State Building Code within its jurisdiction by adopting the code by ordinance.

(c) A municipality must not by ordinance, or through development agreement, require building code provisions regulating components or systems of any structure that are different from any provision of the State Building Code. This subdivision does not prohibit a municipality from enacting or enforcing an ordinance requiring existing components or systems of any structure to be maintained in a safe and sanitary condition or in good repair, but not exceeding the standards under which the structure was built, reconstructed, or altered, or the component or system was installed, unless specific retroactive provisions for existing buildings have been adopted as part of the State Building Code. A municipality may, with the approval of the state building official, adopt an ordinance that is more restrictive than the State Building Code where geological conditions warrant a more restrictive ordinance. A municipality may appeal the disapproval of a more restrictive ordinance to the commissioner. An appeal under this subdivision is subject to the schedule, fee, procedures, cost provisions, and appeal rights set out in section 326B.139.

(d) A city may by ordinance and with permission of the township board extend the administration and enforcement of the code to contiguous unincorporated territory not more than two miles distant from its corporate limits in any direction if the code is not already administered and enforced in the territory. Where two or more noncontiguous cities, which have elected to administer and enforce the code, have boundaries less than four miles apart, each is authorized to enforce the code on its side of a line equidistant between them. Once enforcement authority is extended extraterritorially by ordinance, the

authority may continue to be exercised in the designated territory even though another city less than four miles distant later elects to enforce the code. After the extension, the city may enforce the code in the designated area to the same extent as if the property were situated within its corporate limits. Enforcement of the code in an extended area outside a city's corporate limits includes all rules, laws, and ordinances associated with administration of the code.

(e) A city cannot commence administration and enforcement of the code outside of its jurisdiction until it has provided written notice to the commissioner, the county auditor, and the town clerk of each town in which it intends to administer and enforce the code. A public hearing on the proposed administration and enforcement must be held not less than 30 days after the notice has been provided. Administration and enforcement of the code by the city outside of its jurisdiction commences on a date determined by the city that is no less than 90 days nor more than one year after the public hearing.

(f) A municipality may enforce the State Building Code by any means that are convenient and lawful, including entering into contracts with other municipalities under section 471.59 and with qualified individuals. The other municipalities or qualified individuals may be reimbursed by retention or remission of some or all of the building permit fee collected or by other means. If a municipality has no qualified employees of the municipality or other municipalities or qualified individuals available to carry out inspection and enforcement, the commissioner shall train and designate individuals available to carry out inspection and enforcement. The commissioner may be reimbursed for the inspection by retention or remission of some or all of the building permit fee collected or by other means.

(g) Nothing in this subdivision prohibits a municipality from adopting ordinances relating to zoning, subdivision, or planning unless the ordinance conflicts with a provision of the State Building Code that regulates components or systems of any structure.

Subd. 3. Enforcement by state building official. If the commissioner determines that a municipality that has adopted the State Building Code is not properly administering and enforcing the code, or if the commissioner determines that any municipality that is required by subdivision 2 to enforce any provision of the State Building Code is not properly enforcing that provision, the commissioner may have the administration and enforcement in the involved municipality undertaken by the state building official or by another building official certified by the state. The commissioner shall notify the affected municipality in writing immediately upon making the determination, and the municipality may challenge the determination as a contested case before the commissioner pursuant to the Administrative Procedure Act. In carrying out administration and enforcement under this subdivision, the commissioner shall apply any optional provision of the State Building Code adopted by the municipality. A municipality adopting any optional code provision shall notify the state building official within 30 days of its adoption. The commissioner shall determine appropriate fees to be charged for the administration and enforcement service rendered. Any cost to the state arising from the state administration and enforcement of the State Building Code shall be borne by the subject municipality where a fee has been collected by the municipality.

History: 1984 c 544 s 67; 1987 c 312 art 1 s 10 subd 1; 1990 c 391 art 8 s 2; 1994 c 634 art 2 s 5,10; 1999 c 135 s 3; 2001 c 207 s 3; 1Sp2003 c 8 art 1 s 6; 2007 c 140 art 4 s 61; art 5 s 32; art 13 s 4; 2008 c 322 s 3; 2009 c 86 art 1 s 59; 2010 c 183 s 3; 2010 c 308 s 1; 2011 c 20 s 2; 2013 c 85 art 2 s 9

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Minnesota Building Officials

Results of a 2014 Survey



A demographic survey of Minnesota Building Officials conducted by the Minnesota Construction Codes and Licensing Division (CCLD) in cooperation with the Association of Minnesota Building Officials (AMBO)

Where possible, results are compared to a national survey of U.S. code officials conducted by the International Code Council (ICC) and the National Institute of Building Sciences (NIBS)



January 2015

MINNESOTA BUILDING OFFICIALS

Results of a demographic survey of Minnesota Building Officials with U.S. comparisons

Minnesota Building Officials and municipalities

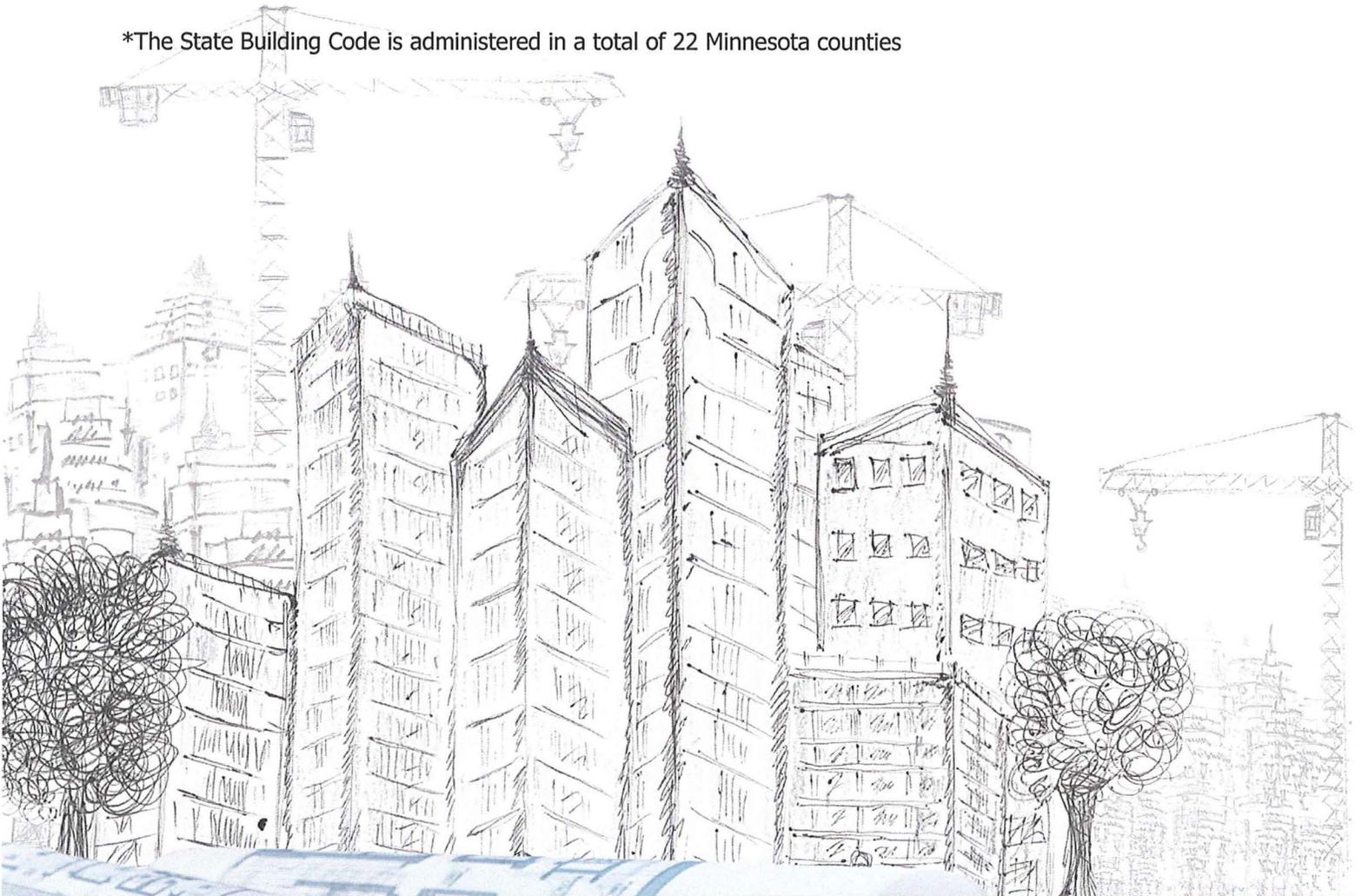
(as of Dec. 17, 2014)

852 Cities	426	administer the State Building Code
1,790 Townships	64	administer the State Building Code
87 Counties	16	administer the State Building Code*
	506	units of government administer the State Building Code

219 Designated Building Officials administer the code for 506 units of government

Certified Building Officials	555
Certified Building Officials (Limited)	145
Accessibility Specialists	42
	742 Minnesota certifications

*The State Building Code is administered in a total of 22 Minnesota counties





Introduction

There is growing concern within many sectors of the building construction industry that an insufficient number of new participants will enter the building construction workforce. In addition to the lack of available skilled tradespersons, this includes building code enforcement professionals to serve the regulatory segment of the industry.

Meanwhile, the municipal building official's role and responsibilities continue to expand. This extends from an increasing number of complex regulations in the model codes to the mounting pressures for local government to do more with less. Compounding the situation is many of the most experienced building officials who have adapted and found a way to juggle these challenges are nearing retirement in record number. These sentiments are expressed frequently among building officials as more of them retire from the profession. This survey of Minnesota Building Officials was conducted to see if this was true.

Minnesota's Construction Codes and Licensing Division (CCLD) and the Association of Minnesota Building Officials (AMBO) conducted a state-wide survey of Minnesota Certified Building Officials, those specifically employed in the municipal building regulatory process, to understand the current state of the industry, pathways for entering the career and the long-term outlook of the profession.

The survey was conducted from Nov. 17 through Dec. 1, 2014, with 346 responses (62 percent). CCLD sent surveys to known e-mail addresses of Minnesota Certified Building Officials (and Limited). In addition, the survey was forwarded to the membership of various Minnesota Chapters of the International Code Council (ICC).

The data collected is presented here in graph form and then compared, when possible, to recent data obtained from a similar national survey conducted by ICC and the National Institute of Building Sciences. Our hope is this is the first step in the process to identify and validate the most pressing challenges that face Minnesota Building Officials and then find solutions to those challenges. We also hope this will serve as a basis for future outreach efforts designed to develop the skills and increase the number of participants who enter Minnesota's building code enforcement workforce.

Scott D. McLellan, Director
Construction Codes and Licensing Division
Minnesota Department of Labor and Industry
(651) 284-5869
scott.mclellan@state.mn.us
www.dli.mn.gov/Ccld.asp

Doug Determan, Chairman
Association of Minnesota Building Officials
(612) 673-5894
ddeterman@ambomn.com
www.ambomn.com

Figure 1

Current role in building regulation

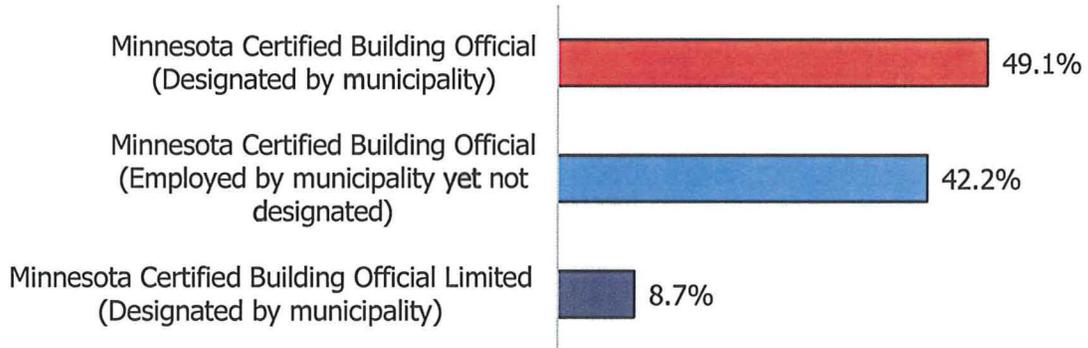


Figure 2
Work location

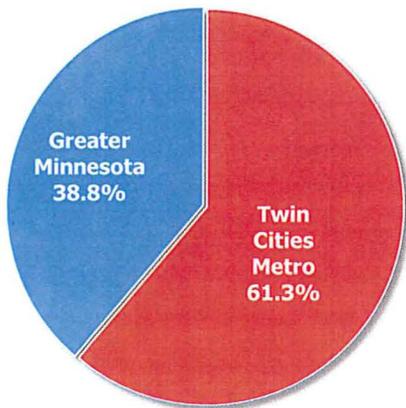


Figure 3
Primary level of work

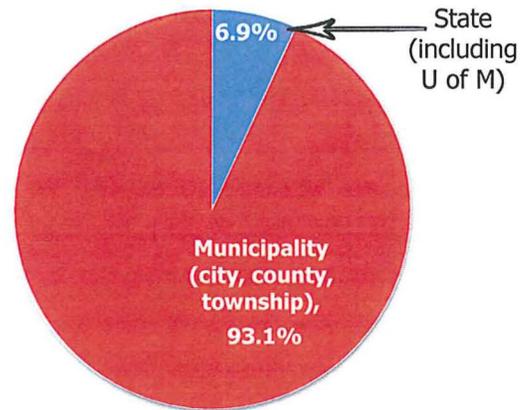


Figure 4
How hired

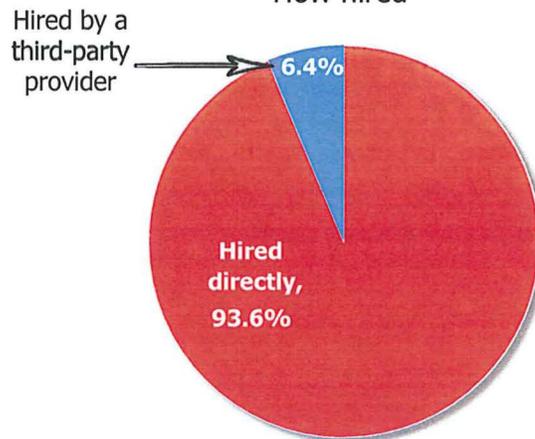


Figure 5

Size of Minnesota communities served

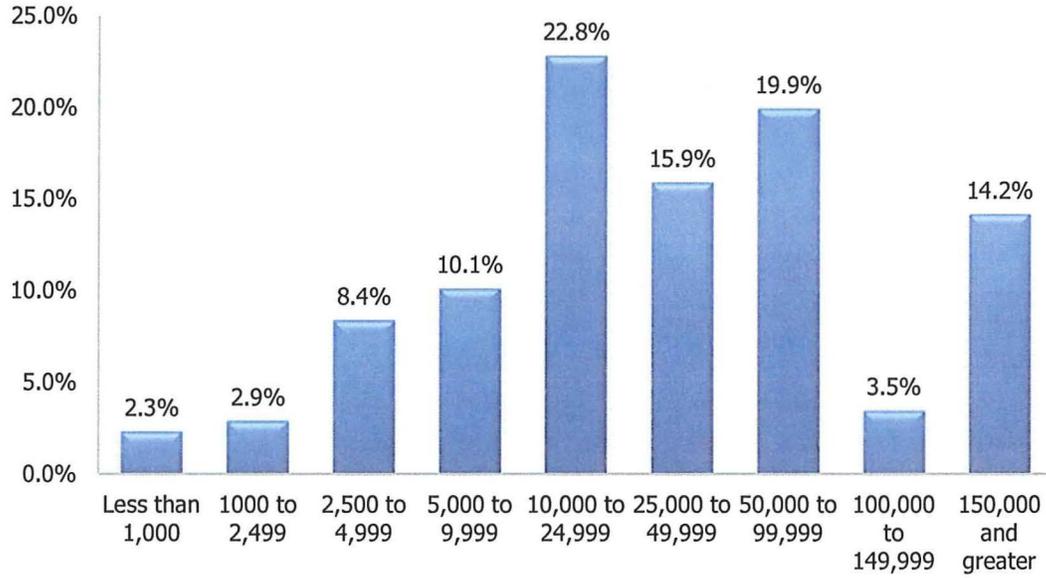


Figure 6

Size of U.S. communities served

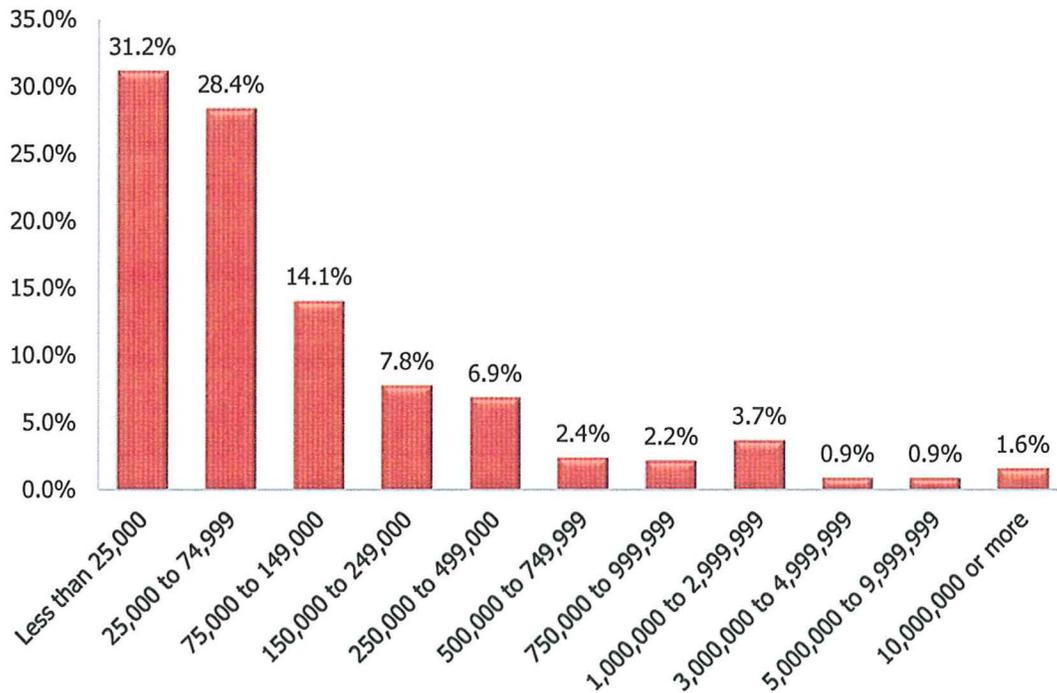


Figure 7

Educational experience

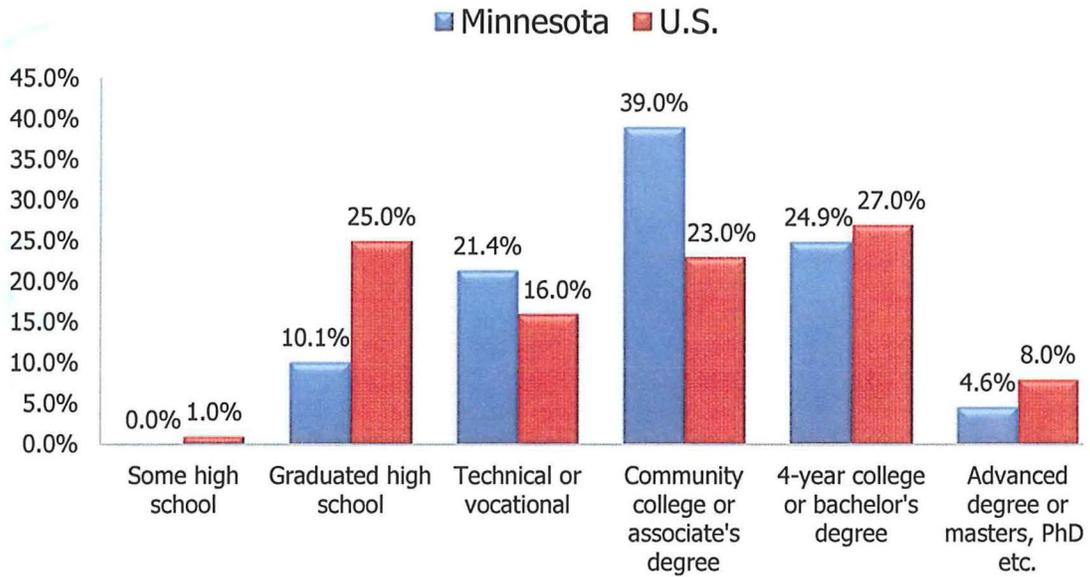


Figure 8

Those completing a Minnesota technical or vocational school program

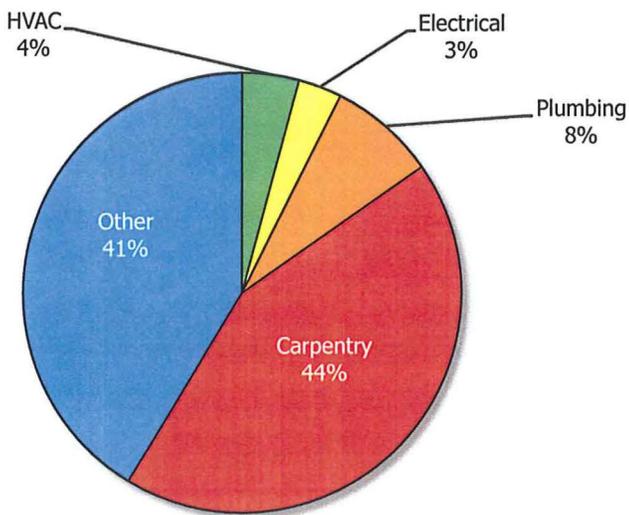


Figure 9

Those completing a community college or associate's degree

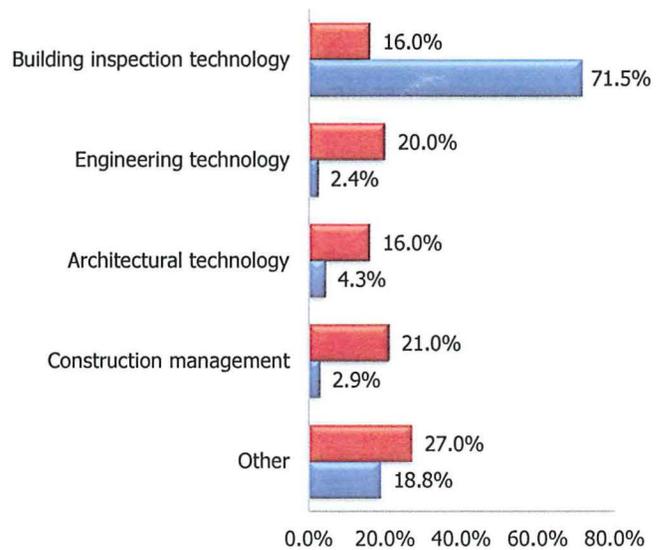


Figure 10

Those completing a four year college or bachelor's degree program

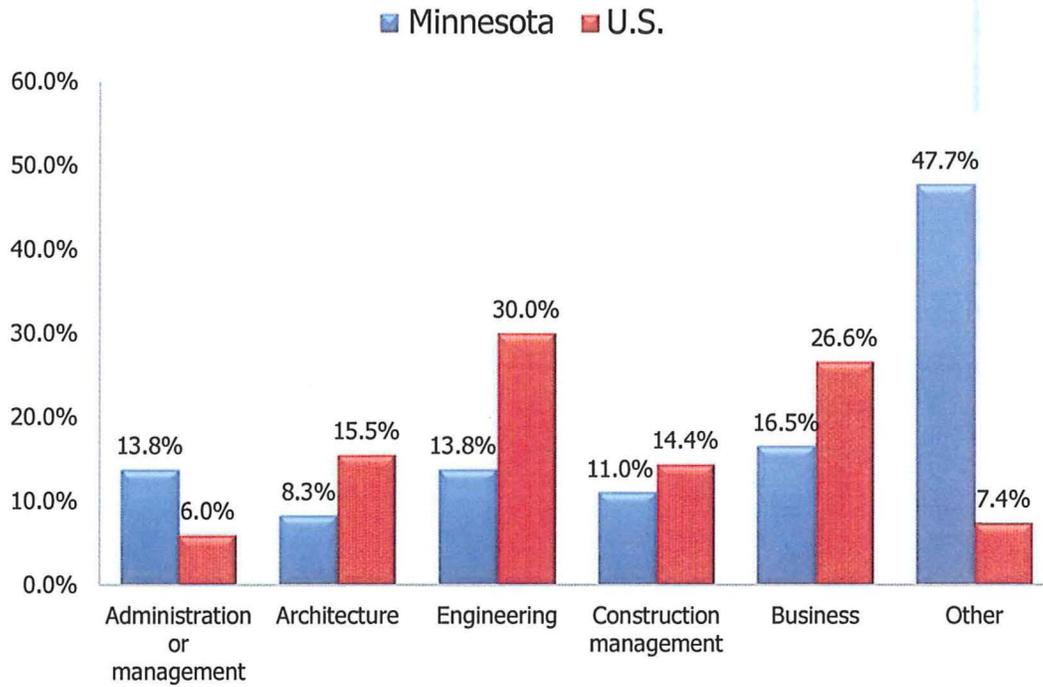


Figure 11

Those completing a masters or PhD

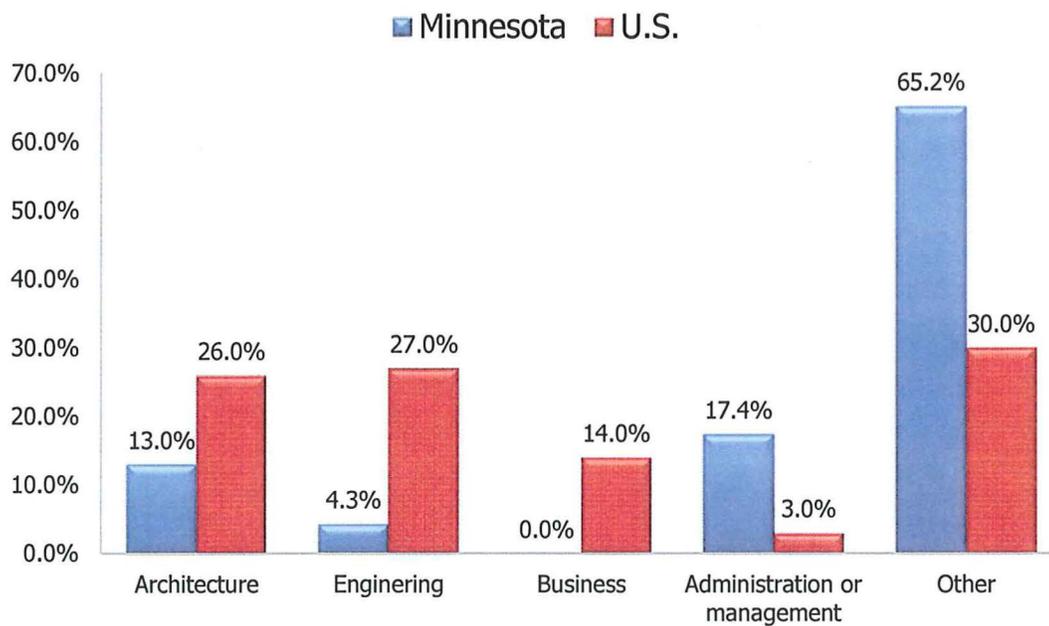


Figure 12
First paying job in career path

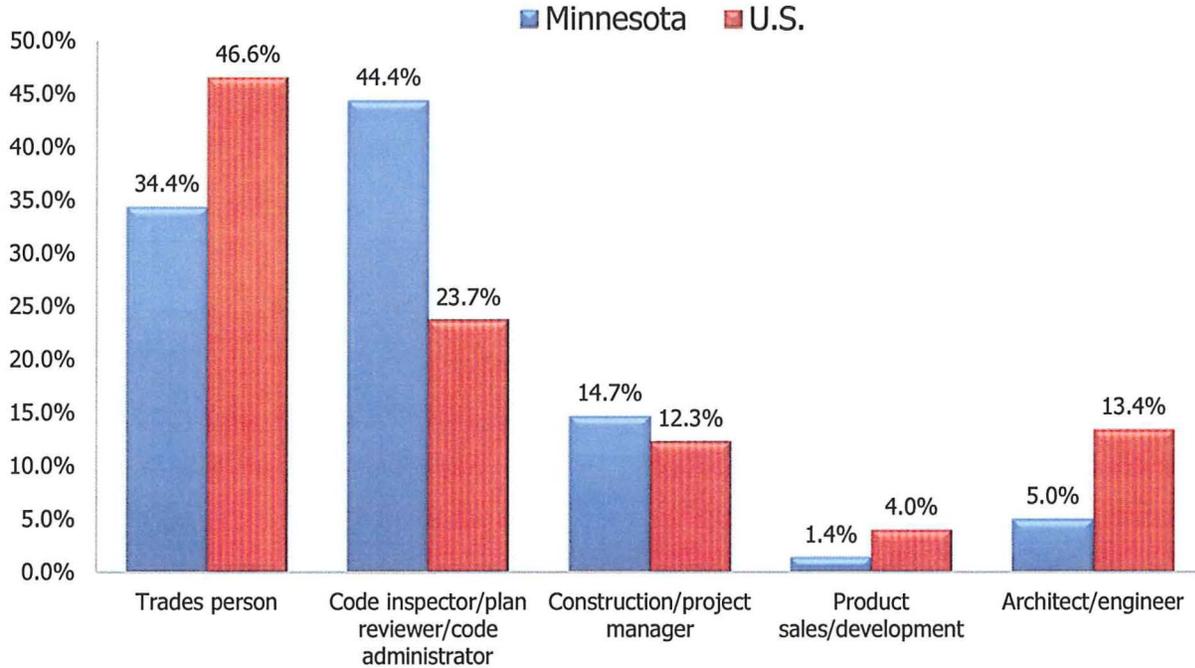


Figure 13
Age entering the building code enforcement profession

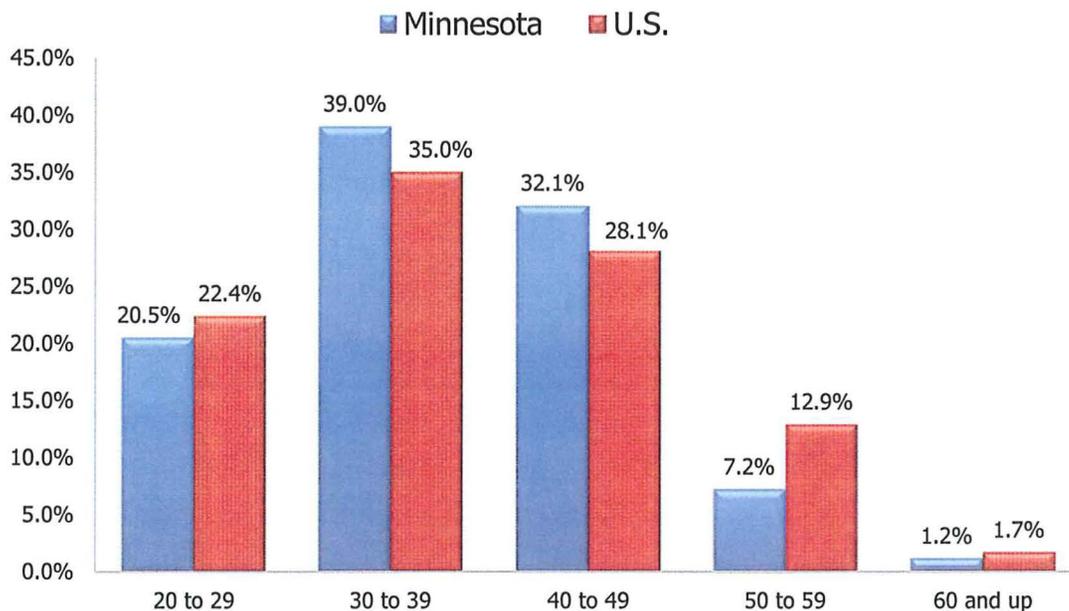


Figure 14
 Factors that led to pursuing career in building code enforcement

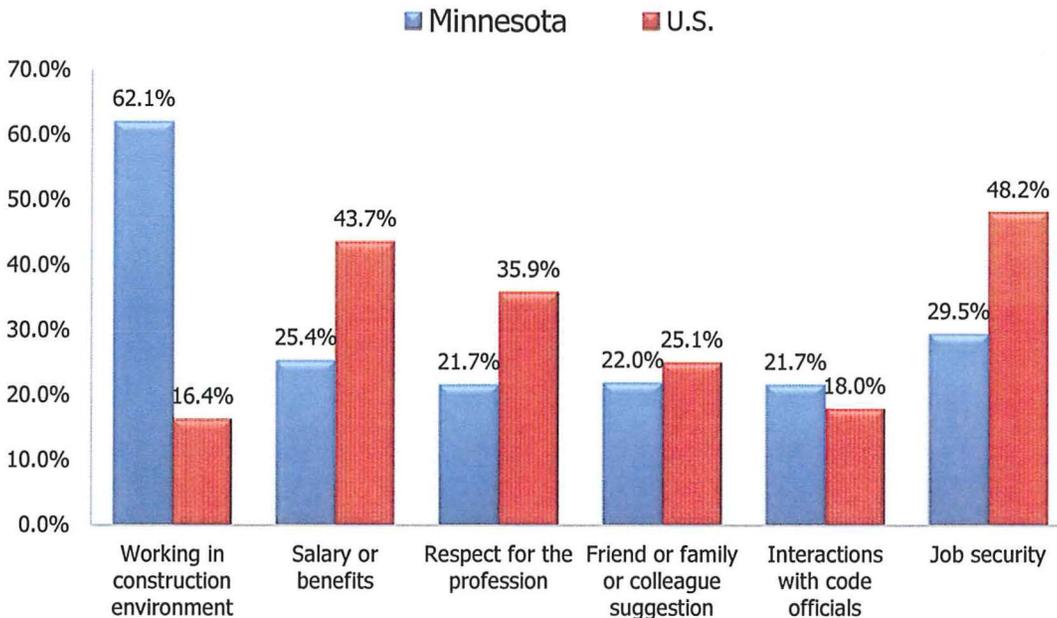


Figure 15
 Years in building code enforcement

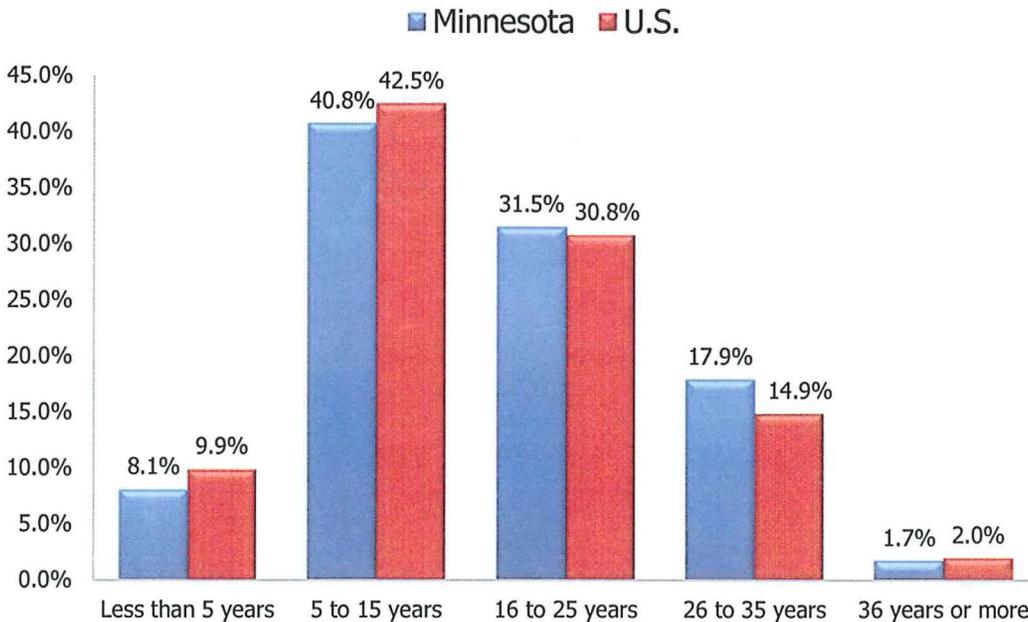


Figure 16

Number of staff in building department

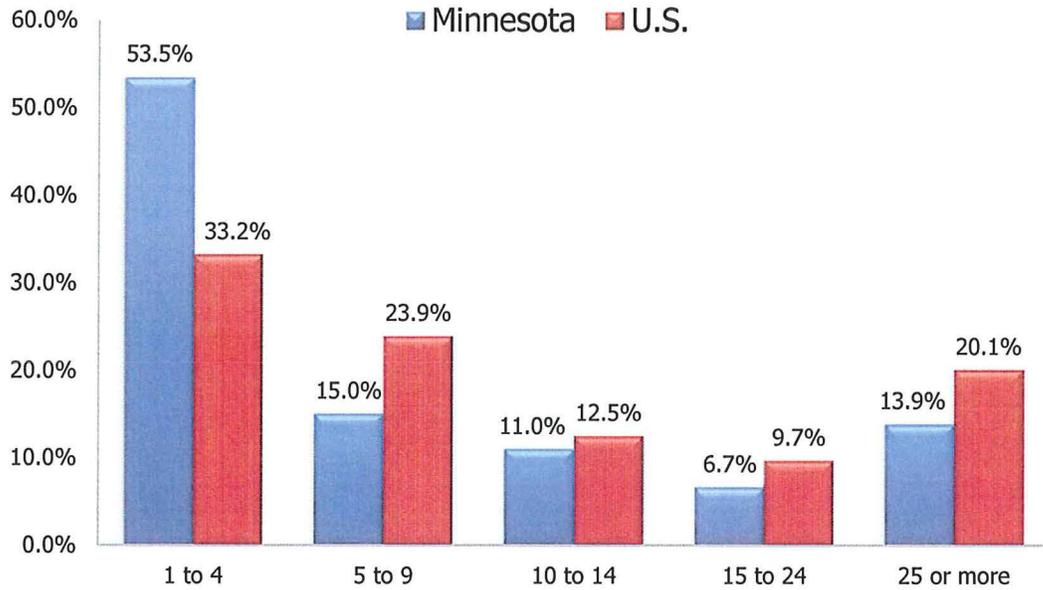


Figure 17

Number of staff performing plan review or inspection (Minnesota)

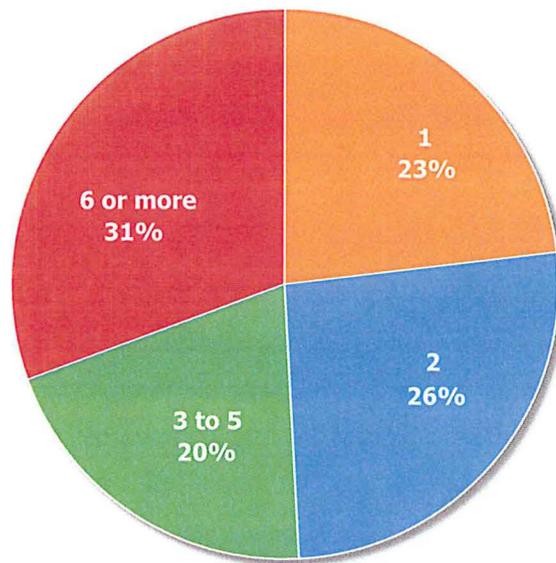


Figure 18

Number of previous construction or code enforcement jobs before becoming the Designated Building Official (Minnesota)

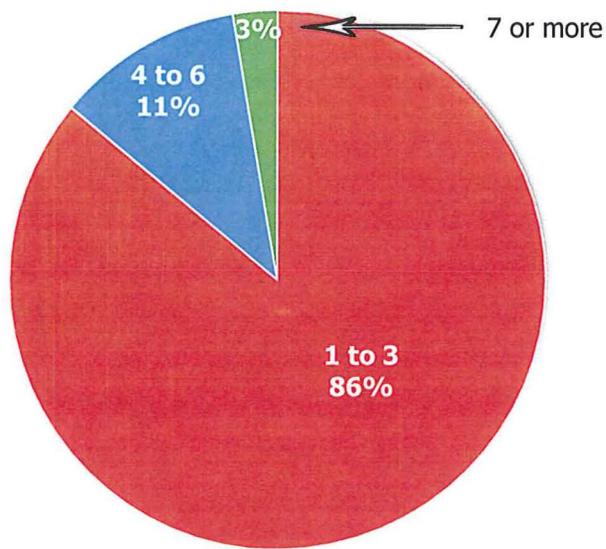


Figure 19

Current salaries

■ Minnesota ■ U.S.

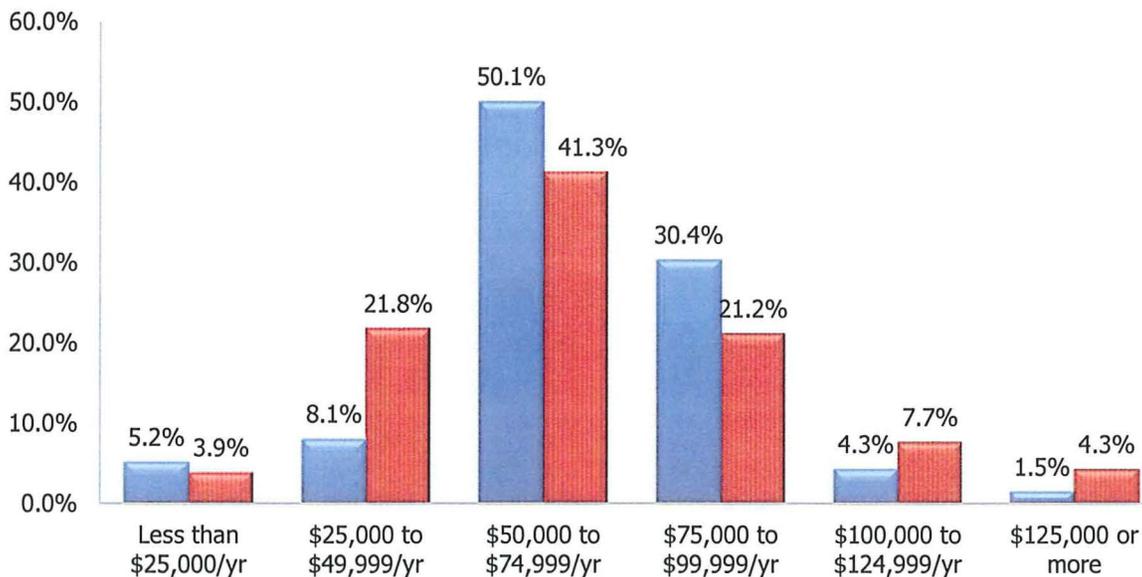


Figure 20

Your age

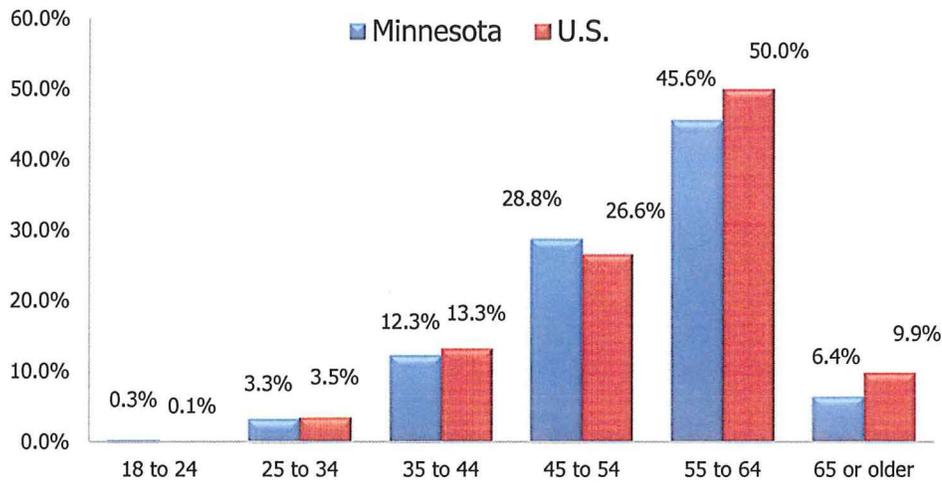


Figure 21

Plans to leave the building code enforcement profession (Minnesota)

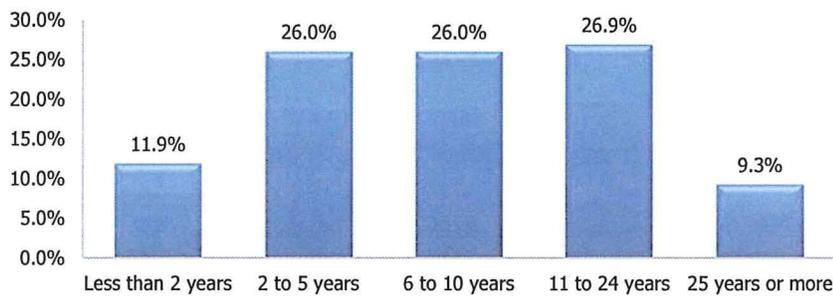


Figure 22

Plans to leave the building code enforcement profession (U.S.)

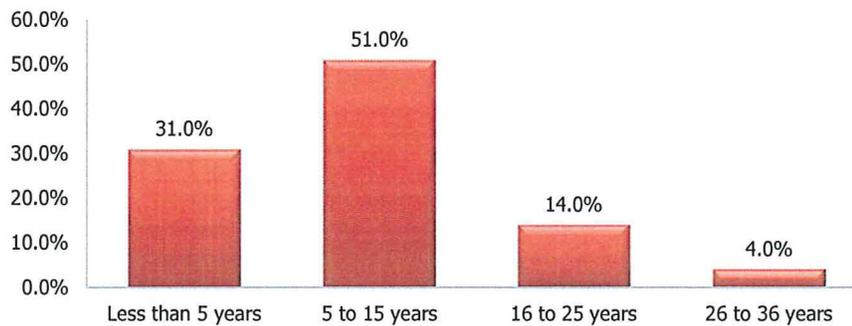


Figure 23

Advice for a prospective candidate who is interested in becoming a building code enforcement professional



Figure 24

Would you recommend this career field to others?

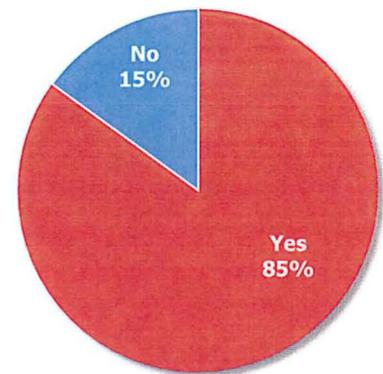


Figure 25

What you like most about your career in building code enforcement

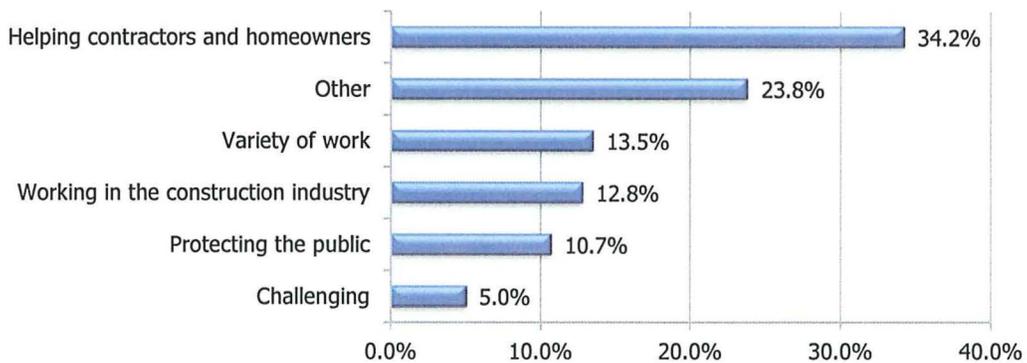


Figure 26

Top three challenges facing the building code enforcement industry in Minnesota

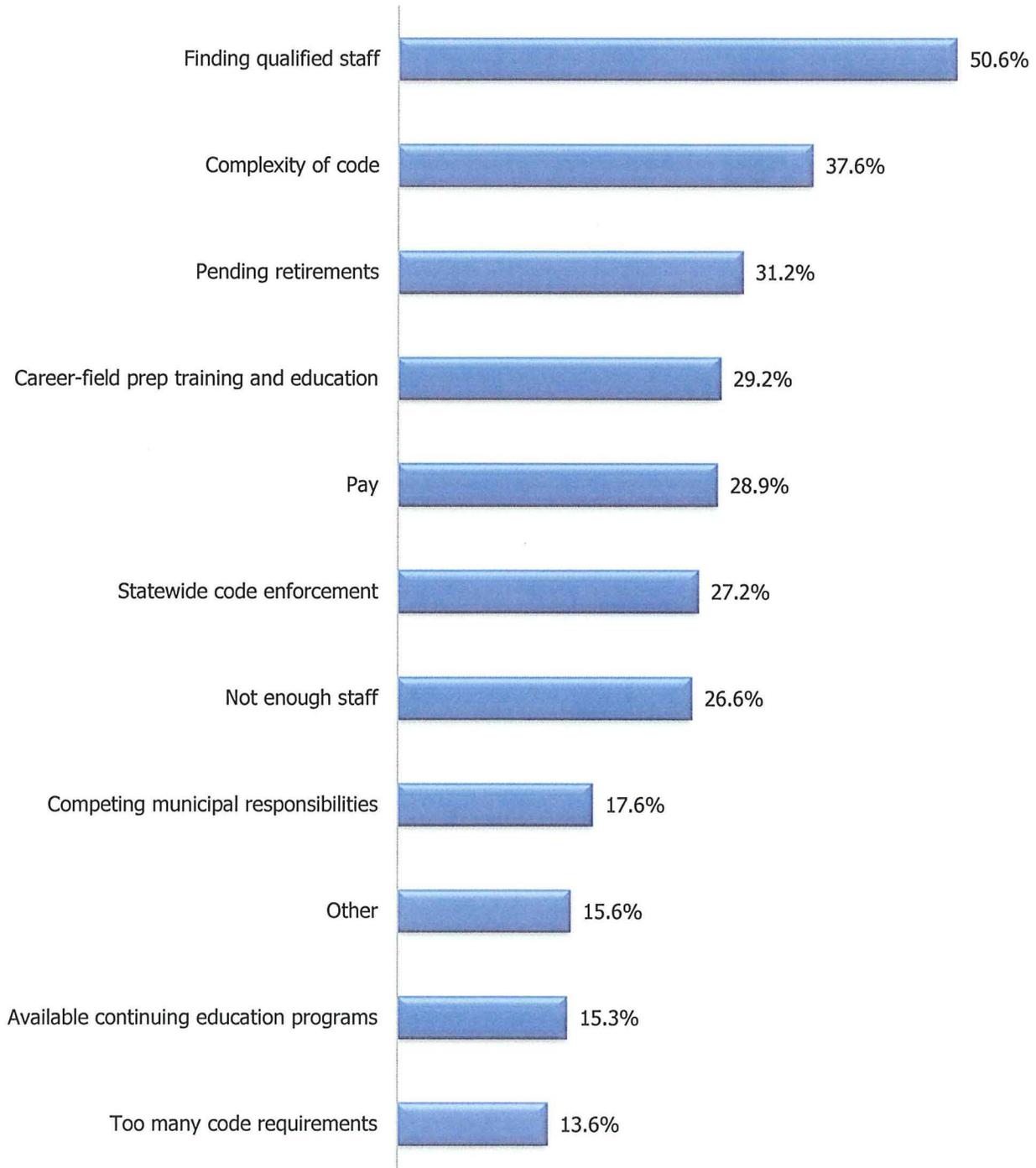
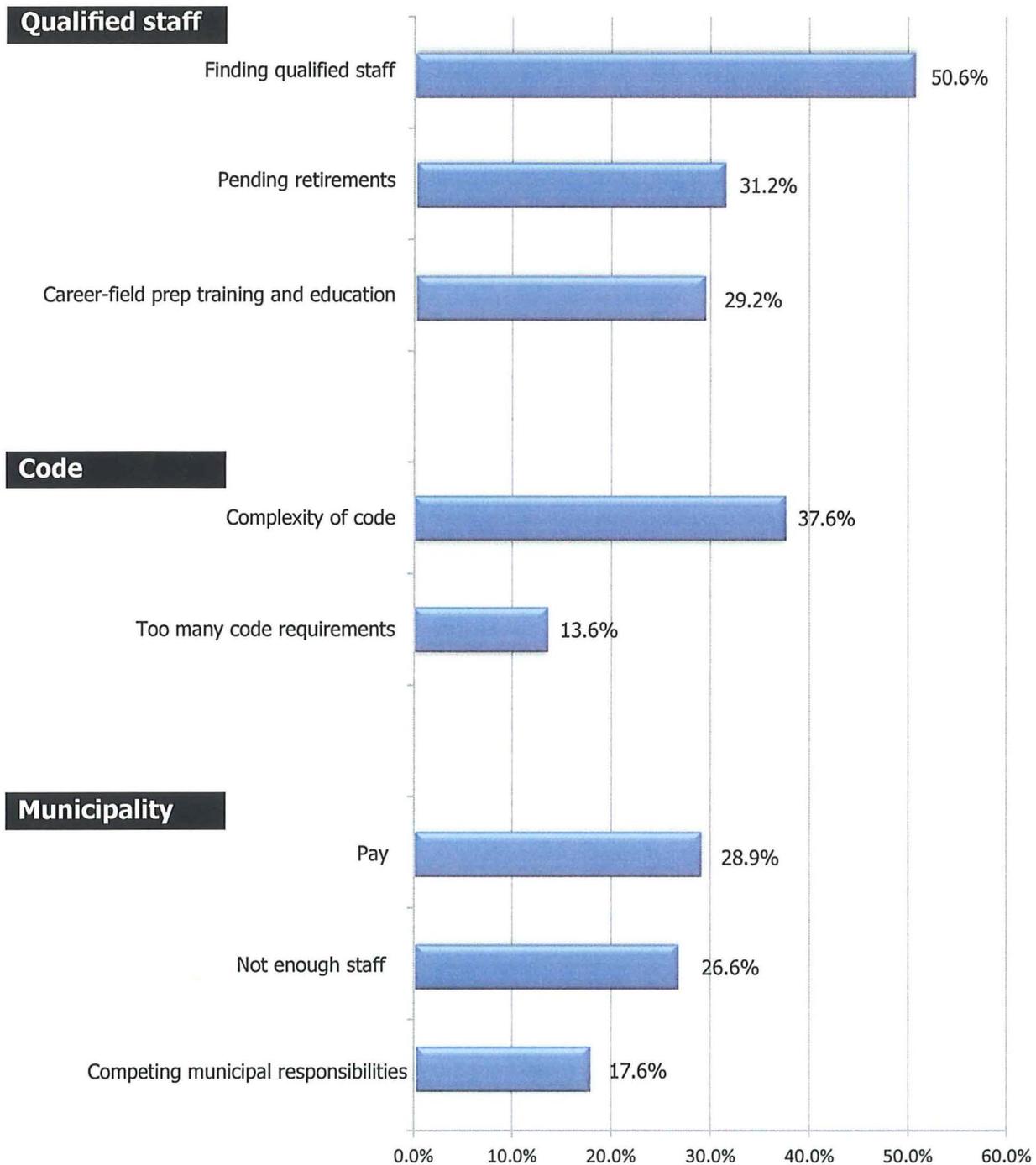


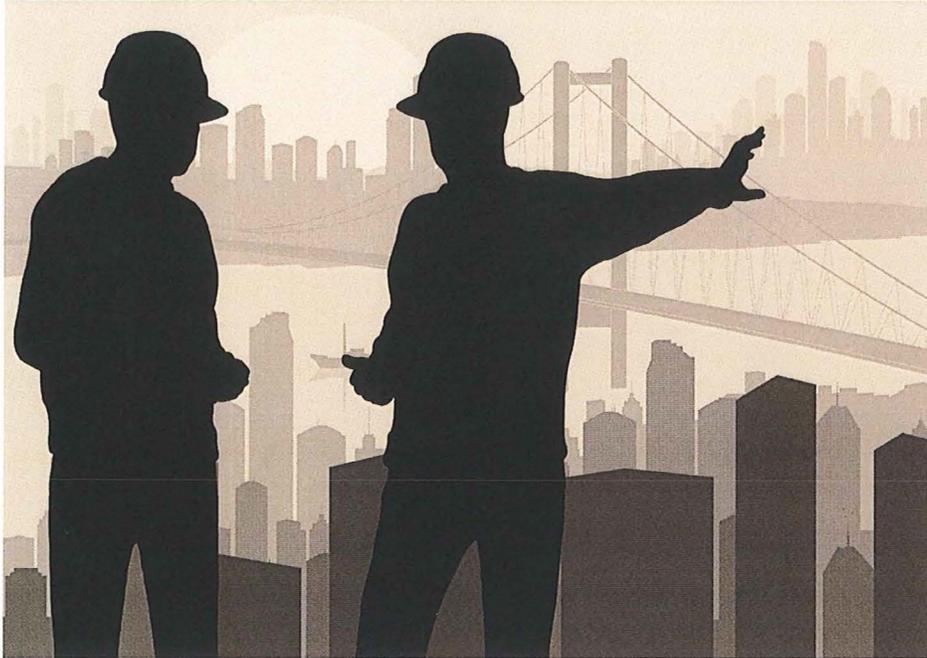
Figure 27

Top factors challenging the building code enforcement industry in Minnesota



MINNESOTA BUILDING OFFICIALS

Results of a demographic survey of Minnesota Building Officials with U.S. comparisons



Profile of the typical Minnesota Building Official

- The "typical" Minnesota Building Official is male, between the ages of 55 and 64, has been in building code enforcement between five and 15 years, and plans to retire within the next 10 years (although many within the next five years).
- First paying job was in building code enforcement as their chosen career while in their 30's, entered this field to be part of the construction industry, and had one to three previous construction or code-enforcement jobs before becoming a Designated Building Official for a municipality.
- Although most do not have a trade license, they do have one or more other professional licenses or certifications.
- This [Designated] Building Official is employed by a local unit of government in the Twin Cities having a population of between 10,000 and 25,000, makes between \$50,000 and \$75,000, and works in a building department having between one and four staff members.
- This building official would recommend to others the career field of building code enforcement.
- Their best advice for a prospective candidate who is interested in becoming a building code professional is to "study the code" and get some "construction industry experience."
- What they like most about their career in building code enforcement is "helping contractors and homeowners."

STATE AID PAYMENT REQUEST

County/City City of Willmar **Report:** Partial Final **Project Type:** SP SAP **Project #:** 175 080 005
Bid Opening Date: 6/18/2013 **Award Date:** 7/2/2013 **Tied Projects:** 34-623-027 (Kandiyohi County)
Local Proj. ID (opt) 1302-A, W18.105961 **Bond Co.** Western Surety Company **Contractor:** Duininck, Inc.
Constr. Completed Date: 11-8-13

Project Funding: Funding below is for this project number only. Costs for projects or agreements tied to this project should not be included on this request. A separate State Aid Payment Request must be submitted for each project number. Final reports must include a final estimate detailing quantity, unit price and extension splits for each project number. Bridge eligible items must be identified on the abstract.

Contract Costs (this SAP only)	Total Obligated Costs	%	Amount Requested	Less Previous Payments	Pay at this time	
FUND						
Municipal (MSAS > 5000) (SAAS Act.# 90)	\$ -	100%	\$ -	\$ 251,290.69	\$ (251,290.69)	
Municipal (MSAS > 5000) (SAAS Act.#90P) (only for Certified Complete Cities-050 control sect#)			\$ -		\$ -	
Regular (CSAH) (SAAS Act. # 70)			\$ -		\$ -	
Municipal (MSAH < 5000) (SAAS Act. # 71)			\$ -		\$ -	
Town Bridge (SAAS Act. # 76) (identify eligible items)			\$ -		\$ -	
Special Town Bridge (SAAS Act. # 75) (identify eligible items)			\$ -		\$ -	
Turnback / Flex _____ specify			\$ -		\$ -	
State Park (SAAS Act. # 73)			\$ -		\$ -	
State Aid Disaster			\$ -		\$ -	
Local / Other <u>Kandiyohi County</u> specify	\$ 362,308.82					
Local / Other <u>Local</u> specify	\$ 705,886.65					
Federal						
Local Agency Bonds Applied						
Local Transportaiton Bonds _____ (identify eligible items) Acct#	Total Grant Amount		Certified & Paid To Date		\$ -	
Sub-Total	\$ 1,068,195.47		\$ -	\$ 251,290.69	\$ (251,290.69)	
Other Costs						
FUND	*Description	Total Oblig/Paid	% Requested	Amount Requested	Less Previous Payments	Pay at this time
	<u>ENG</u>	<u>Engineering</u>	<u>100%</u>	<u>\$ -</u>	<u>\$ 62,168.00</u>	<u>\$ (62,168.00)</u>
				\$ -		\$ -
				\$ -		\$ -
				\$ -		\$ -
	TOTAL	\$ 1,068,195.47		\$ -	\$ 313,458.69	\$ (313,458.69)

Check if Bond Eligible Items are 100% Complete.

Remarks: A State Aid Payment in the amount of \$313,458.69 was previously made from the City's State Aid account for the project.
 The City has decided not to utilize State Aid funds for the project and requests the appropriate adjustment to the MSAS account.

***Other Cost Description:** Right-of-Way (ROW), Engineering (ENG)-Max 25%, Maintenance Facility (MF), Force Account (FA). FA includes work performed by force labor such as work by local agencies, R/R, utility work, or contractors if not let under bids. Also agency furnished materials must include a FA agreement.

I certify that: (a) Engineering & ROW costs requested above are a reimbursement for costs incurred, or a percentage of estimated costs. (b) Wage rates specified in the contract were paid and are equal or exceed the minimum hourly rates required for work on state funded projects as determined by the MN Dept. of Labor and Industry. (c) Inspection on the state-aid funded portions of this project were performed by personnel certified in accordance with state-aid directives. (d) Work required by this contract was completed in accordance with and pursuant to the terms of this contract. (e) Payment and performance bonds for the full amount of the contract have been provided with aggregate liability of the bond(s) to twice the full amount of the contract.

I certify all costs are reasonable. For finals I accept all work performance as in compliance with the approved plans and specifications. DSAE signature for Maintenance Facilities is not required on this form; prior approval was received.


 Approved by: County/City Engineer 216115
Date

Approved by: District State Aid Engineer / /
Date

 Approved by: State Aid Finance / /
Date