

**City of Cody
Contractors' Board
Thursday, February 25, 2016**

A regular meeting of the City of Cody Contractors' Board was held in the Conference Room of City Hall in Cody, Wyoming on Thursday, February 25, 2016 at 12:00 PM.

Present: Andy Cowan-Vice Chairman; Donny Anderson; Merle Nielson; Roy Holm; Gene Kelly; Richard Zickefoose; Paul Sandbak; Tom Quick; Gerald Stroh; Scott King, Building Official; Utana Dye, Cert. Eng. Tech. II

Mike Kelly-Chairman entered meeting at 12:07 p.m.

Absent: None

Vice Chairman Andy Cowan called the meeting to order at 12:03 p.m.

Gerald Stroh made a motion, seconded by Roy Holm, to approve the agenda for the February 25, 2016 regular meeting. Vote was unanimous, motion carried.

Gene Kelly made a motion, seconded by Paul Sandbak, to approve the minutes for the January 28, 2016 regular meeting, with correction. Vote was unanimous, motion carried.

Chairman Mike Kelly took over the meeting.

Gene Kelly made a motion, seconded by Andy Cowan, to approve the application licenses for Deluxe Drywall for a Class C 2016 Drywall Contractor's License; J.F. Construction for a Class A 2016 General Contractor's License; Castle Improvements Corp. for a Class A 2016 General Contractor's License. Vote was unanimous, motion carried.

Public Comments:

A discussion on Contractors pulling residential permits for other people who are not licensed as a general contractor and the person doing the work is not going to live in the house. The general contractor who pulled the permit is also not doing the work.

New Business:

1. Review major code (2015) changes to the IRC/IBC/IFC for adoption.
2. Temporary Certificate of Occupancy – An ordinance needs to be created to address work not being finished on permitted projects. A corrections list is submitted to the contractor with 30 days to complete the corrections. However, the corrections are not being done and the contractor is wanting a CO. The ordinance would allow a fee to be charged to the Contractor or Owner if corrections are not completed within 30 days. Scott proposed for residential jobs, a flat fee of \$100 for a temporary CO and \$50 for an extension will be charged. For commercial jobs, a flat fee of \$500 will be charged for the temporary CO.

The Board suggested that a 1% of construction cost fee be charged for commercial projects and should the fees be charged to the contractor or the owner. The Board is in agreement and this item will be moved forward. Scott will continue with writing this ordinance.

Ongoing Issues:

1. Temporary Certificate of Occupancy-discussion on what a should be charged and if the money would be refunded back to the contractor it they get the work done before the end of the 90 days. The board also was wondering about imposing a bond for the unfinished work. Another suggestion was to return the money with a 10% percent less. There was also conversation about charging for re-inspection fees and as well as having the contractor do a bond.
2. Commercial current and pending jobs:
 - a. Updates were provided by Scott King
3. Residential Plans reviewed:
 - a. Updates were provided by Scott King
4. January 2016 Building Report were presented.

Matters from Board Members: None.

There being no further business to come before the board, Paul Sandbak made a motion, seconded by Andy Cowan, to adjourn the meeting. Vote was unanimous, motion carried.

Chairman Mike Kelly adjourned the meeting at 1:22 p.m.

Utana Dye