



**Review and Advisory Council Administration Account**

**Annual Report for State Fiscal Year 2023-2024**

On October 25, 2017, Act 36 of 2017 amended the Pennsylvania Construction Code Act (PCCA). This amendment increased the building permit fee collected by the Commonwealth's Department of Community and Economic Development (DCED) from \$4.00 to \$4.50 and allocated 13% of the collected fee to a Review and Advisory Council Administration Account (RAC Account). The RAC Account's purpose is to cover UCC RAC members' reasonable travel expenses, as determined by the Department of Labor & Industry (L&I); to cover the cost of the UCC RAC's solicitation of technical assistance, including reasonable rates of service and travel reimbursements, as decided by L&I's secretary; to cover the UCC RAC's administrative support expenses, including stenographic services, clerical services, legal representation, and sunshine notices; and to pay for the costs associated with L&I's contract with the International Code Council to publish code books containing the standards of Pennsylvania's Uniform Construction Code. 35 P.S. § 7210.703(c)(1)(iii).

Act 36 requires DCED to transmit the RAC Account's portion of the building permit fee quarterly to L&I for administration. 35 P.S. § 7210.703(c)(3). According to section 703(d)(2), L&I must provide a report detailing the expenditures of the RAC Account to the chairperson and minority chairperson of the Senate and House of Representatives Labor and Industry Committees no later than November 1 of each calendar year. The report must include a separate accounting of revenue and expenditures for the most recent state fiscal year. Specific details concerning contractor and vendor contracts must be provided along with an accounting for travel expense reimbursements, technical support costs, L&I personnel and operational costs and any other expenses permitted in section 703(c)(1)(iii) of the PCCA. 35 P.S. § 7210.703(d)(2). The following information complies with these requirements and fulfills L&I's statutory obligation to provide a RAC Account report by November 1.

Table 1 on page 3 is an accounting of the RAC account for SFY 23/24. DCED's first quarterly transmission of the RAC Account's portion of the building permit fee was received by L&I in November 2023. The total amount collected for SFY 23/24 amounted to \$160,406.43.

The RAC Account's total expenditures for SFY 23/24 amounts to \$6,209. \$3,403.00 were expended in the fiscal year, and are for expenditures that occurred in September 2023, as well expenditures in February, March, May, and June 2024. These expenditures were for stenographic services provided by Sargent's Court Reporting Service, Inc. at the UCC RAC's meetings for the review of the 2021 I-Code books. A separate accounting for each meeting is listed below in Table 2, on page 3.

The RAC Account's balance at the end of SFY 23/24 was \$924,337.66. The UCC RAC did not request technical assistance. L&I charged \$2,806 in administrative costs. A separate accounting for each month of administrative costs is listed below in Table 3 on page 4.

**TABLE 1**

Document type	Fiscal year	FI doc:doc.number	Cost center	Commt/Actual Detail	Date of Update	Actual Augmentations	
						\$	
GT	Statutory Transfer	2023	993266876	1274501003 UCC RAC	PROFIT TRANSFER	09/19/2023	(32,424.22)
			993269227	1274501003 UCC RAC	PROFIT TRANSFER	12/15/2023	(52,616.08)
			993271647	1274501003 UCC RAC	PROFIT TRANSFER	03/13/2024	(29,199.10)
			993274094	1274501003 UCC RAC	PROFIT TRANSFER	06/07/2024	(46,167.03)
			<b>Result</b>				<b>(160,406.43)</b>

**TABLE 2**

COURT REPORTING SERVICES 2023-2024	DATE OF SERVICE	DOLLAR AMOUNT OF SERVICE
Sargent's Court Reporting UCC RAC	9/14/2023	\$141.00
Sargent's Court Reporting UCC RAC	2/1/2024	\$200.50
Sargent's Court Reporting UCC RAC	2/29/2024	\$162.00
Sargent's Court Reporting UCC RAC	3/28/2024	\$477.00
Sargent's Court Reporting UCC RAC	5/2/2024	\$347.50
Sargent's Court Reporting UCC RAC	5/16/2024	\$435.00
Sargent's Court Reporting UCC RAC	5/30/2024	\$1,159.50
Sargent's Court Reporting UCC RAC	6/13/2024	\$480.50
	Total Amount	\$3,403.00
These charges went to Cost Center 1274501003, Sap FUND 6043200000, G/L 6343117		

**TABLE 3**

<b>Month</b>	<b>Amount</b>
July	\$44.00
August	\$132.00
September	\$110.00
October	\$92.40
November	\$277.20
December	\$69.30
January	\$448.30
February	\$306.74
March	\$165.16
April	\$271.70
May	\$617.50
June	\$271.70
<b>Total</b>	<b>\$2,806.00</b>