



REGIONAL BUILDING ADVISORY BOARD MINUTES

FEBRUARY 21, 2007

12:00 P.M.

MEMBERS PRESENT: Chairman Mr. Ken Murphy, Messrs. J.B. Johnson, Jeff Johnson, Gene Zimmer, Gail Drumm, Mac Patrone and Sharon Brown

MEMBERS ABSENT: Messrs. Kurt Kaltenbacher, Dave Wilson and Shannon Soloman

OTHERS PRESENT: Mr. Henry Yankowski, Regional Building Official
Mr. Curtis Martinell, Assistant Building Official
Mr. Bob Croft, Operations Manager
Mrs. Bev Patterson, Secretary

PROCEEDINGS:

1. **CONSIDERATION OF THE JANUARY 17, 2007, MINUTES**

There were no corrections, additions or deletions and the minutes were approved as written.

2. **REPORT FROM THE BUILDING OFFICIAL**

A. **FINANCIAL STATEMENT**

Mr. Yankowski reported that the Department's cash balance in January 2007 was \$3,428,551. Total revenue for the year-to-date was \$975,334, which is 9 percent of the anticipated for the year. The expenditures for the month of January totaled \$811,914. The cash balance is 31.8 percent of the budget.

B. **PERMIT AND INSPECTION ACTIVITY REPORT**

Mr. Yankowski reviewed the Permit Activity Report for January 2007. He reported that the number of detached houses permitted was 191, which is down 49 percent from last January. The year-to-date single family housing figure was 224, which is down 47 percent from last year. Commercial permits were 41 for the month, which is down 5 percent from last year. Total valuation of all new construction in the region for the year-to-date was \$104,399,442.

C. CAM REPORT

Mr. Yankowski stated that George Diestelkamp is replacing Monnie Gore on the CAM Committee. He said the parking lot expansion has been put on hold until August to determine the need for additional parking. The CAM reserve is \$197,071 with a total cash balance of \$689,872. The hearing room remodel as of January 31, is \$251,866. He said Western States will correct the fire sprinkler deficiencies in the building for \$3,248.

3. UNFINISHED BUSINESS

A. BASEMENT REMODEL

Mr. George Diestelkamp, El Paso County Facilities Management, and Mr. Dempsey Currie, architect, presented the bid tabulation for the basement remodel and the tenant finish for the plan check area. Mr. Diestelkamp said the bid opened on January 30, 2007. The following three contractors responded: Eastern Colorado Builders, Wells & West General Contractors, Inc., and Aztec General Contractors. It was put out as a best value bid, so that you are not limited to taking the lowest bid, but accept what is considered to be the best value. Eastern Colorado Builders has withdrawn their bid.

Mr. Dempsey said alternate one on the worksheet for owner's responsibility was to bid all 80 inspector cubicles new, rather than assembling the old desks and buying 26 new units. He said alternate two was a bid to remove the wall in the conference room and install a folding wall. Mr. Diestelkamp said the 12 percent contingency is for owner change orders and things that may be hidden in the walls, but the money belongs to the owner not the contractor.

Mr. Murphy questioned the need for the folding wall. Mr. Martinell said that Mr. Dave London, the former Acting Regional Building Official, proposed the idea of a larger conference room. Mr. Martinell said there would be two conference rooms in the basement for the inspectors. Mr. Murphy asked about the sound transfer if there was a meeting in one of the rooms. Mr. Martinell said the wall would have to maintain a certain noise reduction.

Mr. Zimmer moved to accept the bid from Wells & West General Contractors with the exception of alternate one in the amount of \$31,290 and alternate two in the amount of \$29,475, seconded by Mr. Jeff Johnson; the motion carried unanimously.

Mr. Zimmer amended his motion to include the amounts in the Total Project Budget

Worksheet with the exception of alternate one in the amount of \$31,290 and alternate two in the amount of \$29,475, seconded by Mr. J.B. Johnson; the motion carried unanimously.

4. **NEW BUSINESS**

A. PROCUREMENT POLICY

Mr. Todd Welch, Department Attorney, explained the procurement policy. Mr. Welch said that he reviewed both the City of Colorado Springs and the El Paso County's procurement policies and developed one that fit the needs of the Regional Building Department. Mr. Jeff Johnson suggested that the document be more reader friendly by using indents, letters or bullets.

Mr. J.B. Johnson moved to recommend to the Building Commission that the procurement policy be adopted with the modification discussed, seconded by Mr. Zimmer; the motion carried unanimously.

1. NOTICES TO APPEAR

Mr. Jeff Johnson began a discussion on attorney's fees for notices to appear. Notices to appear are often given two or three times, costing money in fees when someone does not appear as first instructed. Mr. Jeff Johnson asked if it were possible to pass the fees onto the person that has been required to appear, but has failed to do so after the first notification. Mr. Martinell stated that Building Code does require written notice at least 20 days before appearance is required. Mr. Martinell said that this section of the code will be examined during the next code review.

2. BOARD MEMBER APPEARANCE

Mr. Jeff Johnson inquired as to the requirement to appear at the Advisory Board meetings. Mr. Martinell read Section RBC111.5 , 2005 Pikes Peak Regional Building Code, which states that ■Members shall be dropped from the board or committee on which they serve for failure to attend a minimum of seventy-five percent (75%) of the scheduled meetings in any consecutive twelve (12) month period unless, in the opinion of the appointing Council or Commission, good cause can be shown for failing to be present at the meetings. Such dismissal shall constitute the conclusion of one term of service. • Mr. Welch noted that this particular Advisory Board is appointed by an inter-governmental agreement and this code section may not apply.

D. TASK FORCE COMMITTEE

Mr. Zimmer reported that there were 17 people at the kick off meeting, consisting of homebuilders, commercial contractors and Regional Building staff. Mr. Zimmer said that the Department was

asked for some information, which will be put on the internet within three weeks for the Committee. They will meet again next month.

5. REPORT ON COMMISSIONER'S MEETING

Mr. J.B. Johnson reported that he attended the last Commissioner's meeting and noted that they expressed gratitude to the Building Commission for their continued efforts to keep things headed in the right direction and continued support of their activities.

F. MR. GENE ZIMMER

Mr. Yankowski presented a plaque to Mr. Zimmer in appreciation of his dedicated service to the Boards for the last six years.

5. **OTHER ITEMS OF CONCERN**

Mr. Jeff Johnson stated that in Mr. Yankowski's short tenure at the Building Department thus far, that he has had to deal with some difficult issues and that he, as well as the people around him, have done a wonderful job and that he sees a positive movement from Mr. Yankowski and his team.

There were no other items of concern and the Board adjourned at 1:30 p.m.