



BUILDING ADVISORY BOARD MINUTES

January 21, 2009

12:30 p.m.

MEMBERS PRESENT: Chairman Johnny Johnson, Architect
Mr. Sol Chavez, Engineer
Mr. Ken Murphy, Building A, B, or C Contractor
Mr. Frank Watson, Building A or B Contractor
Mr. Mac Pitrone, Green Mountain Falls
Ms. Sharon Brown, Fountain
Mr. David Wilson, Palmer Lake
Mr. Gail Drumm, Monument

MEMBERS ABSENT: Mr. Rick Johnson, Citizen-At-Large
Mr. Ed Klingman, Manitou Springs

OTHERS PRESENT: Mr. Henry Yankowski, Regional Building Official
Mr. Bob Croft, Special Projects Coordinator
Mr. Curtis Martinell, El Paso County Use Tax Administrator
Mr. Russ Kauk, Senior Plans Examiner
Mr. Todd Welch, Regional Building Counsel
Mr. Terry Brunette, Special Investigator
Ms. Linda Gardner, Legal Assistant

PROCEEDINGS:

Chairman Johnny Johnson called the meeting to order at 12:37 p.m.

ELECTION OF OFFICERS WILL TAKE PLACE AT THE COMMENCEMENT OF THIS MEETING AND THE NEW OFFICERS WILL CONDUCT THIS MEETING

A motion was made by Ken Murphy to retain the current officers for 2009, seconded by Gail Drumm; the motion carried unanimously.

1. CONSIDERATION OF DECEMBER 17, 2008 MINUTES

A motion was made by Mac Pitrone to **APPROVE** the Minutes as written, seconded by Ken Murphy; the motion carried unanimously.

2. **BUILDING OFFICIAL REPORTS**

a) Financial Statement

Henry Yankowski presented the financial statement for the month of December 2008. Mr. Yankowski said the current operating balance is \$4,181,102.75, with a current amended budget of \$10,347,863.68. He said the cash balance is 40.40% as a percent of budget. Mr. Yankowski said the current revenue was \$532,499.74, and total year-to-date revenue was \$9,975,456.23. He said the current expenditures were \$779,140.16, which resulted in a net loss of \$246,640.42 for the month of December. Mr. Yankowski said the total year-to-date expenditures were \$9,797,731.86, which resulted in a total year-to-date gain of \$177,724.37.

Mr. Yankowski said when RBD transferred money for the north tower renovation, we left the proposed capital expenditures for 2009 in the capital account, because we do not anticipate spending that money. He said the Medical Clinic has moved in, and the Pharmacy should take occupancy next week. Mr. Yankowski said RBD bought four Subaru Foresters in November, because we sold 8 or 9 excess vehicles; therefore, we put that money back into fleet service with the new Subaru vehicles. Curtis Martinell stated the new vehicles are going to inspectors that have longer routes. He said we have a new preventative maintenance company working on the vehicles, which is working out well. Mr. Yankowski stated RBD spent 76% of what was projected for fleet maintenance for last year.

Ken Murphy inquired about the lease for the West Costilla property, and Mr. Yankowski stated the Lease has two one-year extensions, which are available to them. He said to date they have not notified RBD that they want to extend the Lease. He said the current Lease expires at the end of August 2009.

b) Building Reports

Curtis Martinell presented the Building Report for the month of December 2008. He said there were 43 detached houses in December, which is down 47.56 percent. Mr. Martinell said there were 17 townhouses permitted, which is a decrease of 45.16 percent. He said there were 60 single-family houses permitted, which is down 46.90 percent. He said there were 31 commercial permits issued in December, which is a decrease of 11.43 percent. Mr. Martinell said the total valuation was \$15,291,479,

which is a decrease of 40.56 percent. He said the total year-to-date valuation was \$1,198,920,094, which is an 8.86 percent decrease.

c) Plan Report

Russell Kauk presented the Plan Report for January. He said there were 30 single-family plans, 14 residential alteration plans, 19 new commercial plans, 47 commercial alteration plans and 2 other plans, for a total of 112 plans to date this month. He said there were 217 plans in December, 2008.

d) CAM Committee Report

Pattie Bengier presented the CAM Report for January 2009. Ms. Bengier stated the CAM Committee will be meeting quarterly, instead of monthly, in the future.

e) Code Compliance Activity Report

Terry Brunette presented the Code Compliance Activity Report for the month of January. He said since the last Advisory Board meeting, there have been 52 building stop work orders, 8 plumbing, 16 electrical, and 2 mechanical, for a total of 78 stop work orders. He said currently there are 653 complaints in the system, and we have closed 18 complaints in the past 30 days.

3. UNFINISHED BUSINESS

a) Maintenance Agreement with El Paso County

Ken Murphy inquired about the status of the Maintenance Agreement with El Paso County. He said it is his understanding that it expired on December 1, 2008. Henry Yankowski stated RBD will have this information for the Committee at the February 18, 2009, Advisory Board meeting.

b) Carbon Monoxide Detection

Henry Yankowski stated RBD believes the State will make carbon monoxide detection a state law in the future.

4. **NEW BUSINESS**

a) Building Code Update

Johnny Johnson stated that during the Board of Review meeting, Mr. Yankowski informed the Committee members that RBD is going to postpone the adoption of new Codes until late 2009 or early 2010 due to the current economic situation.

b) Elevator Inspections in School Districts

Bob Croft stated that RBD has not finalized the elevator inspection program with the school districts. He stated we are still waiting to hear from several of the other jurisdictions.

c) Personnel Changes

Curtis Martinell stated as part of RBD's restructuring, the position of Deputy Building Official was eliminated, and he has accepted a position with El Paso County as Use Tax Administrator. He said he will be coordinating the computer software, policies and procedures between RBD and El Paso County. Henry Yankowski stated this position will be funded through the County with a surcharge that the County has enacted; however, Mr. Martinell will remain an RBD employee and RBD will bill the County monthly for his salary and benefits.

Bob Croft stated the position of Operations Manager has also been eliminated, and he has accepted the position as Special Projects Coordinator at RBD. He said he will be responsible for working with the RBD IT Department and Mr. Martinell in the coordination of the use tax software, the development of the parallel plan review and rapid response systems, and working on the Building Department Assistance software to make it more user friendly for contractors and to promote the program for sale to other jurisdictions. Mr. Yankowski stated he hopes to have Mr. Croft's salary and benefits paid out of the capital reserve account in order to promote BDA to other building departments in the Country.

Chairman Sol Chavez left the Advisory Board meeting at 1:37 p.m. and a quorum was maintained.

d) Economic Development

Ron Murphy appeared and stated he has been working with the Core Services Evaluation Committee with the City, and he believes the area that requires the most attention is the Economic Development group. He said he believes the coordination of plan review between the City, County, etc. would help bring new businesses to this area and keep them here. Henry Yankowski stated RBD is willing to help with this effort.

This meeting adjourned at 1:40 p.m.