



## **BUILDING ADVISORY BOARD MINUTES**

May 20, 2009

12:30 p.m.

**MEMBERS PRESENT:** Chairman Johnny Johnson, Architect  
Mr. Sol Chavez, Engineer  
Mr. Frank Watson, Building A or B Contractor  
Mr. Rick Johnson, Citizen-At-Large  
Mr. Johnny Garcia, Building A, B, or C Contractor  
Mr. Mac Pitrone, Green Mountain Falls  
Ms. Sharon Brown, Fountain  
Mr. Gail Drumm, Monument  
Ms. Aimee Cox, Manitou Springs

**MEMBERS ABSENT:** Mr. David Wilson, Palmer Lake

**OTHERS PRESENT:** Mr. Henry Yankowski, Regional Building Official  
Mr. Bob Croft, Special Projects Coordinator  
Mr. Roger Lovell, Chief Plans Examiner  
Mr. Todd Welch, Regional Building Counsel  
Mr. Terry Brunette, Special Investigator  
Ms. Mindy Stuemke, Senior Permit Technician  
Ms. Shelley Savage, Building Plans Examiner  
Ms. Linda Gardner, Executive Administrative Assistant

### **PROCEEDINGS:**

Chairman Johnny Johnson called the meeting to order at 12:32 p.m.

#### **1. CONSIDERATION OF APRIL 15, 2009 MINUTES**

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

*The following item was heard out of order.*

#### **3. UNFINISHED BUSINESS**

a) Final 2008 Audit Report

Pat Hall with Jaspers & Hall appeared to present the final Audit Report. He said there have been no changes since he presented the draft of the Audit Report at the April 15, 2009, Advisory Board meeting. He said Jaspers & Hall issued an unqualified opinion on RBD's financial statements, which is a clean opinion and the best you can have. He said he is also issuing a clean opinion on the CAM account. He said it is cash basis, and not accrual basis accounting. A motion was made by Aimee Cox to **APPROVE** the Audit Report, seconded by Mac Pitrone; the motion carried unanimously.

**2. BUILDING OFFICIAL REPORTS**

a) Financial Statement

Henry Yankowski presented the financial statement for the month of April 2009. Mr. Yankowski said the current operating balance is \$3,615,324.87, with a current budget of \$9,964,404.00. He said the cash balance is 36.28% as a percent of budget. Mr. Yankowski said the current revenue was \$577,003.22, and total year-to-date revenue was \$2,245,056.63. He said the current expenditures were \$754,646.89, which resulted in a net loss of \$177,643.67 for the month of April. Mr. Yankowski said the total year-to-date expenditures were \$2,900,848.02, which resulted in a total year-to-date loss of \$655,791.39. He said the only major expense for April was the CAM payment of \$89,426.40. Dorothy Herrera stated RBD anticipates amending the Budget in June or July.

b) Building Reports

Mindy Stuemke presented the Building Report for the month of April 2009. She said there were 75 detached house permits issued in April, which is down 44.85 percent. Ms. Stuemke said there were no townhouses permitted, which is a decrease of 100 percent. She said there were 75 single-family houses permitted, which is down 56.90 percent. She said there were 18 commercial permits issued in April, which is a decrease of 60 percent. Ms. Stuemke said the total valuation of permits issued was \$22,325,228.00, which is a decrease of 89.95 percent. She said the total year-to-date valuation was \$202,445,308.00, which is a 49.77 percent decrease. She said we currently have issued 91 single family permits and 12 commercial permits for May, which is a significant increase from April.

c) Plan Report

Roger Lovell presented the Plan Report. He said in April 2009, there were 122 single-family plans, 56 residential alteration plans, 35 new commercial plans, 85 commercial alteration plans, and 10 all other plans, for a total of 308 for April, 2009. He said to date in May, there are a total of 243 plans.

He said the Costco project on North Nevada has started the foundation work; the Kohl's store was permitted on May 5<sup>th</sup>; and the Lowe's store is ready to permit. He said there are two rapid response projects; the first is a Fed Ex expansion on Spectrum Loop. The plans are in the process right now. They need approval from water and waste water, and as soon as they are approved, a permit will be issued for that project. The second project is for Hewlett Packard, and a permit should issue in two weeks for foundation only.

d) CAM Report

Dorothy Herrera presented the CAM Report for the first quarter of 2009. She said the CAM Committee voted to waive the fourth quarter 2009 CAM payment because there are adequate funds in the CAM account to get through the end of the year. A motion was made by Frank Watson to **APPROVE** the recommendation of the CAM Committee to waive the fourth quarter 2009 CAM payment, seconded by Aimee Cox; the motion carried unanimously.

e) Code Compliance Activity Report

Terry Brunette presented the Code Compliance Activity Report for the month of April. He said since the last Advisory Board meeting, there have been 48 building, 11 plumbing, 4 electrical, and 2 mechanical stop work orders issued, for a total of 65 stop work orders. He said currently there are 466 complaints in the system, we have closed 66 complaints in the past 30 days, and we have recorded 96 Certificates of Noncompliance.

Mr. Brunette stated an independent contractor has demolished the structure at 2905 West Platte Avenue. He said the property at 1202 Manitou Avenue has been posted with a Notice and Order to demolish this abandoned motel. He said the owner has contacted RBD, and stated he will have all but the small house demolished by a licensed demolition contractor within the next 30 days. Mr. Brunette stated the Manitou Fire Department has asked for our assistance in closing down several illegal apartments at 106 Manitou Avenue. He said we have confirmed the violation and will be working with the Manitou Fire Department to initiate enforcement.

#### 4. UNFINISHED BUSINESS

- a) Final 2008 Audit Report

*This item was heard after Item 1.*

- b) Office Rental Update – Former Floodplain Location

Johnny Johnson stated RBD has asked him to design the previous floodplain/enumeration area for Senator's Udall's office space. He said RBD is putting the entry area off of the atrium. He said there will be one private office, two staff offices, and a reception area. He said RBD is able to locate the door in a location which will not necessitate a lot of new construction. Henry Yankowski stated he believes it will be beneficial for RBD to have Senator Udall in this building. Todd Welch stated the lease will become effective on June 15, 2009, although the space will not be ready by that time. He said Senator Udall is requesting a two-year lease with renewable terms. He said RBD has office space available for Senator Udall's staff assistant to use on a temporary basis until his offices have been completed.

- c) School Construction Update

Todd Welch stated RBD has entered into an Agreement with the State of Colorado that authorizes RBD to do plan reviews and building and mechanical inspections for schools within El Paso County. He said the school districts seem to be excited about this Memorandum of Understanding with the State because having RBD do the inspections for the schools will save considerable time for the participating school districts. Roger Lovell stated RBD is under the 2003 Codes with amendments, but the schools are under the 2006 Code, without amendments. Mindy Stuemke stated RBD has had seven projects that have come in recently for the school districts.

- d) Teller County Permit System Update

Bob Croft appeared and stated since the last Advisory Board meeting, RBD staff appeared at the Teller County HBA meeting to give a presentation on our BDA system. He said it was well received, and Teller County would like to get the system up and running by July 1, 2009. Henry Yankowski stated Teller County has its own servers to run the system, but that may not be the case with other jurisdictions.

e) Parallel Plan Review Update

Shelley Savage appeared and stated parallel plan review is the process by which we get in two sets of plans and they are reviewed concurrently by the different entities, i.e. fire, waste water, etc., in an effort to get the plans through the review process more efficiently. She said RBD has improved its communication process with the overall agencies, which has improved the entire review process. She said there are no cost differences for RBD's customers for the parallel plan review process.

**5. NEW BUSINESS**

a) HBA Green Council

Shelley Savage stated the HBA Green Council is a committee to educate contractors and the public on green building and energy conservation. She said this is a new committee and it has monthly meetings with lectures on green building issues.

b) Activity Charts

Bob Croft stated in an effort to upgrade our IT services, RBD is updating the activity charts on the website every hour.

The meeting adjourned at 1:57 p.m.