



## **BUILDING ADVISORY BOARD MINUTES**

July 15, 2009

12:30 p.m.

**MEMBERS PRESENT:** Chairman Johnny Johnson, Architect  
Vice Chairman Mac Pitrone, Green Mountain Falls  
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  
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. Al Zieglar, Counsel  
Mr. Terry Brunette, Special Investigator  
Ms. Mindy Stuemke, Senior Permit Technician  
Ms. Pattie Benger, Human Resources

### **PROCEEDINGS:**

Chairman Johnny Johnson called the meeting to order at 12:30 p.m.

#### **1. CONSIDERATION OF MAY 20, 2009 MINUTES**

(The June 17, 2009 Advisory Board Meeting was cancelled due to lack of a quorum.)

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

#### **2. BUILDING OFFICIAL REPORTS**

a) Financial Statement

Henry Yankowski presented the financial statement for the month of May 2009. Mr. Yankowski said the current operating balance is \$3,692,527.63, with a current budget of \$9,964,404.00. He said the cash balance is 37.06% as a percent of budget. Mr. Yankowski said the current revenue was \$688,161.19, and total year-to-date revenue was \$2,933,217.82. He said the current expenditures were \$684,657.26, which resulted in a net gain of \$3,503.93 for the month of May. Mr. Yankowski said the total year-to-date expenditures were \$3,585,505.28, which resulted in a total year-to-date loss of \$652,287.46.

Henry Yankowski noted the expenditures in May 2007 were \$1,090,000.00, and in May 2008 were \$897,000.00, and in May 2009 were about \$684,000.00. He said the expenditures have been significantly reduced over the past three years.

Henry Yankowski presented the financial statement for the month of June 2009. Mr. Yankowski said the current operating balance is \$4,887,184.96, with a current budget of \$9,964,404.00. He said the cash balance is 49.05% as a percent of budget. He said a more accurate percent of budget would be 42.41%. Dorothy Herrera said the percentage is high because of the El Paso County Use Tax revenue collected that are listed in Items 2100-350 and 2100-360. She said the Items total \$661,053.93 and are still in our fund balance because it has not yet been paid out to the County. Mr. Yankowski said the current revenue was \$1,246,953.56, and total year-to-date revenue was \$4,180,171.38. He said the current expenditures were \$583,751.98, which resulted in a net gain of \$663,201.58 for the month of June. Mr. Yankowski said the total year-to-date expenditures were \$4,169,257.26, which resulted in a total year-to-date gain of \$10,914.12. He said June has been an exceptional month.

Henry Yankowski pointed out Items 3401-410 and 3401-420, which show a year-to-date revenue in website subscriptions and renewals totaling \$8,174.17. He said there was \$7,600.00 in website subscriptions anticipated. Bob Croft said each of the seven jurisdictions we are serving, as well as numerous Fire Departments and Metro Districts have a free subscription. He said the subscription allows data to be imported into MS Live Map or a spreadsheet, and allows subscribers to look at addresses, plans and permits, and view or download plans into a CAD program.

b) Building Reports

Mindy Stuemke presented the Building Report for the month of May 2009. She said there were 108 detached house permits issued in May, which is down 40.0 percent. Ms. Stuemke said there were 40 townhouses permitted, which is an increase of 37.93 percent. She said there were 148 single-family houses permitted, which is down 29.19 percent. She said there were 27 commercial permits issued in May, which is a decrease of 35.71

percent. Ms. Stuemke said the total valuation of permits issued was \$41,855,289.00, which is a decrease of 82.73 percent. She said the total year-to-date valuation was \$286,097,660.00, which is a 42.37 percent decrease.

Mindy Stuemke presented the Building Report for the month of June 2009. She said there were 146 detached house permits issued in June, which is up 46.0 percent. Ms. Stuemke said there were 24 townhouses permitted, which is a decrease of 14.29 percent. She said there were 170 single-family houses permitted, which is up 32.81 percent. She said there were 26 commercial permits issued in June, which is a decrease of 3.70 percent. Ms. Stuemke said the total valuation of permits issued was \$256,364,477.00, which is an increase of 157.95 percent. She said the total year-to-date valuation was \$542,634,605.00, which is an 8.93 percent decrease. She said we have issued 46 single-family permits and 11 commercial permits in July with 12 working days left in the month.

c) Plan Report

Roger Lovell presented the Plan Report. He said in June 2009, there were 152 single-family plans, for June 2009. He said he believes we are close to the peak of the year and will probably start to taper off. He said there are currently three rapid response projects; NEK remodel, the HP project is continuing, and the Fed Ex is also continuing. He said there are currently nine plans in the construction bin and each of the other trades were fewer plans.

d) Code Compliance Activity Report

Terry Brunette presented the Code Compliance Activity Report. He said between June 17, 2009 and July 14, 2009, there have been 60 building, 9 plumbing, 5 electrical, and 1 mechanical stop work orders issued, for a total of 75 stop work orders. He said currently there are 404 complaints in the system, we have closed 65 complaints in the past 30 days, and we have recorded 21 Certificates of Noncompliance.

Mr. Brunette said the owners of the property designated as a Dangerous Building at 1202 Manitou Avenue are working on an application for a permit from the State of Colorado for asbestos removal. He said they intend to demolish the entire building and haul away all the debris as asbestos material. Mr. Brunette said he still expects the building will be demolished by the end of the year.

**3. UNFINISHED BUSINESS**

a) Use Tax Update

Curtis Martinell presented the Use Tax Report. He stated the charts he provided give an update as of April 1<sup>st</sup>, which was the date of the inception of the new collection system. He noted there were three large permits issued in June; the Fed Ex project where \$186,092.00 Use Tax was collected, Lowe's project collected \$34,797.00 (only half of the funds due), and the Hewlett Packard project collected \$328,000.00. He said the year-to-date total Use Tax funds collected through RBD is \$821,344.00 from April 1<sup>st</sup> - June 23<sup>rd</sup>.

b) Udall Lease Update

Chairman Johnny Johnson said the project is currently under construction and will be complete by the end of July.

c) School District Update

Henry Yankowski said Districts 2, 3, 8, 11, 14 and 20 have all entered into a written agreement for RBD to handle plan review and inspections and a verbal agreement with District 12 has been gained. He said District 38 is considering an agreement as well. He said the total permit revenue received so far from the school is \$19,890.75 in 36 permits, 26 plans, with a total valuation of \$3.25 million.

Roger Lovell stated of the 26 plans, all but five plans have been permitted. He said two projects are additions, 14 are remodels, and the rest are playgrounds, reroofs, etc.

Bob Croft said all the school districts have requested and have been granted a contractor's license.

d) Special Project Coordinator Report – Bob Croft

(1) Teller County

Bob Croft said an official proposal has been submitted to Teller County to host the Building Department Assistant (“BDA”) software for them. He anticipates full implementation by September 1<sup>st</sup>.

(2) Fountain Use Tax and Code Enforcement

Bob Croft said he met with deputy city manager, Dave Smedsrud, and showed them the proposal that was also sent to Monument as an example of services we offer. He said BDA can be customized to their Code Enforcement software needs.

(3) Monument Use Tax

Bob Croft said a proposal was submitted to the Town of Monument two weeks ago to collect their Use Tax. Mr. Croft said if zoning or tap fees for the Town are required, Monument will collect the fees. Regional Building Department will collect those fees that do not require a visit to Monument authorities. He said staff is scheduled to appear at the Board of Trustees on July 20<sup>th</sup> to answer any questions they may have.

**4. NEW BUSINESS**

a) Discussion with the Town of Calhan

Henry Yankowski said Bob Croft, Todd Welch, Jim Pepper and himself spoke to the Town Council in Calhan about coming under RBD jurisdiction on July 13<sup>th</sup>. He said staff already services the area surrounding the town. He said they are considering this option.

The meeting adjourned at 1:55 p.m.