



## **REGIONAL BUILDING COMMISSION MINUTES**

April 22, 2009

3:00 p.m.

**MEMBERS PRESENT:** Chairman Marc Snyder, Manitou Springs City Council  
Commissioner Jim Bensberg, El Paso County Commissioner

**MEMBERS ABSENT:** Vice Mayor Larry Small, Colorado Springs City Council

**OTHERS PRESENT:** Mr. Henry W. Yankowski, Regional Building Official  
Mr. Bob Croft, Special Projects Coordinator  
Mr. Roger Lovell, Chief Plans Examiner  
Ms. Mindy Stuenke, Senior Permit Technician  
Mr. Todd S. Welch, Regional Building Counsel  
Ms. Pattie Benger, Human Resources

### **PROCEEDINGS:**

Chairman Marc Snyder called the meeting to order at 3:09 p.m.

#### **1. CONSIDERATION OF MARCH 25, 2009 MINUTES**

Chairman Snyder stated that because he was not present during the March 25, 2009, meeting, he did not intend to vote on the approval of the Minutes, and said this item is postponed until the May 27, 2009, Building Commission meeting.

Chairman Snyder moved Item 6a, 2008 Audit Report- Draft, to Agenda Item 3a. Chairman Snyder also added Items 5c, Elevator Update, and 5d, Use Tax Update, to the Agenda.

#### **2. PUBLIC COMMENT**

There were no comments from the Public.

#### **3. ADVISORY BOARD REPORT**

Johnny Johnson presented the Advisory Board Report for April 2009.

Roger Lovell said RBD submitted application for two grants; one for exceeding the Energy

Code in new single-family homes; and one for replacing low-efficiency water heaters with high-efficiency water heaters. Mr. Lovell said it may be several months before we know if the proposals were accepted.

a) 2008 Audit Report- Draft

Pat Hall with Jaspers & Hall, P.C. presented a draft of the 2008 Audit Report. He said they believe the financial statements are fairly presented. Mr. Hall said there are about 10.4 million dollars in assets. He said the reserve would allow RBD to continue operating for 150 days if there were no income at all. He said cash and investments are up \$235,000.00 compared to the prior year; there is a note receivable from the County relating to the medical clinic for \$630,000.00; liabilities have increased approximately \$4,000.00 compared to the prior year due to accrued wages at the end of the year and accrued compensated absences; operating revenues are down \$1.26 million compared to the prior year; operating expenses have decreased \$335,000.00 from the prior year; the rental income is consistent with the prior year; interest income is down approximately \$50,000.00 from the prior year; intergovernmental revenue has increased approximately \$110,000.00; total revenues are down about \$458,000.00 from what was budgeted; and expenditures are down approximately \$624,000.00 on a budget to actual basis, which reflects RBD did not exceed the budget. He said on a budgetary basis, RBD had an increase of approximately \$264,000.00. Mr. Hall commended RBD's Accounting Department for the work they are doing.

**4. BUILDING OFFICIAL REPORTS**

a) Financial Statement

Henry Yankowski presented the financial statement for the month of March 2009. Mr. Yankowski said the current operating balance is \$3,638,464.70, with a current budget of \$9,964,404.00. He said the cash balance is 36.52% as a percent of budget. Mr. Yankowski said the current revenue was \$618,888.75, and the total year-to-date revenue was \$1,668,053.41. Mr. Yankowski stated RBD has sold a number of older fleet vehicles and is using the proceeds from the sale of the vehicles to buy new fleet vehicles that get better gas mileage and reduce maintenance costs. He said the current expenditures were \$601,446.05, which resulted in a net gain of \$17,442.70 for the month of March. Mr. Yankowski said the total year-to-date expenditures were \$2,146,201.13, which resulted in a total year-to-date loss of \$478,147.72.

Bob Croft said staff has met with Fremont County, has presented BDA to Teller County, and has upcoming meetings with City of Denver and City of Arvada. Henry

Yankowski said there are two options for purchase; one is to purchase the program and one is for RBD to host the program as well.

b) Building Report

Mindy Stuemke presented the Building Report for the month of March 2009. She said there were 71 detached houses in March, which is down 47.79 percent. Ms. Stuemke said there were 28 townhouses permitted, which is a decrease of 12.50 percent. She said there were 99 single-family houses permitted, which is down 41.07 percent. She said there were 16 commercial permits issued in March, which is a decrease of 60.00 percent. Ms. Stuemke said the total valuation was \$51,947,006.00, which is a decrease of 54.23 percent. She said the total year-to-date valuation was \$149,469,184.00, which is a 42.67 percent decrease. She said 48 single-family houses were permitted in April with 7 work days left in the month, and 72 commercial permits, of which only 16 are building permits.

c) Plan Review Report

Roger Lovell presented the Plan Report. He said plan check revenue was \$100,492.00 in March 2009, which is the highest in the past 4 months. In April it is \$83,691.00. He said there was a large project in March for a Fed-Ex expansion. He said plan reviews have increased in March and April, which could be due to the time of year. He said plan review times have not suffered from the staff reduction.

**5. UNFINISHED BUSINESS**

a) Code Change Update

Henry Yankowski stated the Code changes for flood plain, alternate board members and the annual permits have been approved by all of the jurisdictions in El Paso County.

b) School District Update

Todd Welch stated RBD has executed a Memorandum of Understanding with the State of Colorado to inspect schools in El Paso County for building and mechanical issues. He said School Districts 20 and 11 have acknowledged acceptance of this service and we anticipate many other districts will do so in the near future. Bob Croft said since District 20 came under the jurisdiction of RBD, a license has been issued for them, and there have been four permits issued in the last week. He said Senate Bill 64, to allow local jurisdictions to inspect electrical and plumbing

construction in schools, had been discussed at the State, but it seems to have died in Committee.

c) Elevator Update

Henry Yankowski said as of April 22, 2009, there are a total of 1,520 conveyances permitted with RBD, with 108 new conveyances registered in the last 12 months.

d) Use Tax

Curtis Martinell presented the Use Tax update. He said since implementation of the new collection on April 1<sup>st</sup>, there have been many meetings with contractor groups, during which the website and the Use Tax collection process was demonstrated. He said about 59% of permit owners have signed the affidavit, but 36% are with paying up front or using the 50/50 split method.

**6. NEW BUSINESS**

a) 2008 Audit Report- DRAFT

*This item was heard out of order after item 3.*

b) Space in the Development Center

Henry Yankowski said he met with Senator Udall's staff last week regarding the possibility of renting space in the Regional Development Center. He said the area is about 1,060 square feet, although the entire space would not be used.

**7. FUTURE AGENDA ITEM REQUESTS**

There were no requests for future Agenda items.

**8. EXECUTIVE SESSION REQUESTS**

There were no requests for an Executive Session.

The meeting adjourned at 4:20pm