

# Pikes Peak Regional Building Department

2880 International Circle  
Colorado Springs, Colorado 80910

## ADVISORY BOARD MINUTES

March 18, 2015

12:30 p.m.

**MEMBERS PRESENT:** Chairman Michael McShea, Engineer  
Mr. Larry Whittaker, Architect  
Mr. Johnny Garcia, Building A, B or C Contractor  
Mr. Dave Munger, Citizen-at-Large  
Mr. David Wilson, Palmer Lake  
Ms. Coreen Toll, Manitou Springs  
Mr. Gail Drumm, Monument  
Mr. Phillip Thomas, Fountain  
Mr. Chris Quinn, Green Mountain Falls

**MEMBERS ABSENT:** Mr. Tom McDonald, Building A or B Contractor

**OTHERS PRESENT:** Mr. Henry Yankowski, Building Official  
Mr. Roger Lovell, Director of Building Operations  
Mr. Todd Welch, Regional Building Counsel  
Mr. Jay Eenhuis, Chief Plans Examiner  
Ms. Mindy Stuemke, Permit Supervisor  
Mr. Steffan Ritch, Special Investigator  
Ms. Linda Gardner, Executive Administrative Assistant

### PROCEEDINGS:

Chairman Michael McShea called the meeting to order at 12:31 p.m.

#### 1. **CONSIDERATION OF FEBRUARY 18, 2015 MINUTES**

A motion was made by Larry Whittaker to **APPROVE** the February 18, 2015 Advisory Board Minutes as written, seconded by Philip Thomas; the motion carried unanimously.

Henry Yankowski stated he would like to thank Johnny Garcia for his six years of dedicated service as a Committee member on the Board of Review and Advisory Board, and presented Mr. Garcia with an appreciation plaque.

*The following Items 3 a, b and c were heard out of order.*

*Dave Munger recused himself from Item 3a.*

### 3. UNFINISHED BUSINESS

#### a) Neighborhood Program Assistance

Henry Yankowski stated during the February 25, 2015 Building Commission Meeting, the Commission and RBD staff discussed how to disburse the surplus of funds in the 2015 Budget created by moving several items into the 2014 Budget because the funds were available in 2014. He said the Building Commission determined that \$75,000 would be transferred into RBD's reserve account, in the event RBD does not have a good year in 2015. He said there still remains \$78,000, and \$18,000 will be transferred to the Mechanical IV Training Program; and \$50,000 will be transferred into the Dangerous Building Fund, and designate \$20,000 for the Dangerous Building Fund to be used in the same manner that it was initially set up for the jurisdictions, and \$30,000 for a Blight to Bright acquisition. He stated there will still be \$10,000 remaining, and he would like to discuss donating those funds to the Council of Neighbors and Organizations ("CONO") with the Advisory Board today.

Dave Munger, representing CONO, appeared and gave a presentation regarding CONO's methods of serving the community. He stated there are six criteria required by CONO when disbursing clean-up funds, i.e. preference for low to moderate income areas; preference for organized groups; preference for plan and publicity groups; preference for groups that are spreading the funds among all of the jurisdictions; preference for those that can bring matching funding to the process; and preference for first-time applicants. He stated all recipients of the funding are required to report to CONO within 30 days the results of the "clean-up", so quarterly reports can be given to RBD with regard to the funds allocated to CONO. Mr. Munger stated most clean-ups are in the amount of \$500. A motion was made by Larry Whittaker to **APPROVE** the transfer of \$10,000 to the Council of Neighbors and Organizations ("CONO"), seconded by Phillip Thomas; the motion carried unanimously.

#### b) Sunshine Act Requirement

Pursuant to the Colorado Sunshine Act, I, Johnny Garcia, move that the Advisory Board meeting be held on the third Wednesday of each month at 12:30 p.m. at the Pikes Peak Regional Development Center, 2880 International Circle, Colorado Springs, Colorado 80910, Room 100-14, that the Advisory Board Meeting Agendas and Minutes for each meeting will be posted on the website of the Pikes Peak Regional Building Department at [www.pprbd.org](http://www.pprbd.org), and the meeting Agendas and Minutes will be maintained by the Executive Administrative Assistant, in the records of the Pikes Peak Regional Building Department, seconded by Dave Munger; the motion carried unanimously.

c) Container Park

Coreen Toll stated she would like to see the “Container Park Video” during the April Advisory Board Meeting.

**2. BUILDING OFFICIAL REPORTS**

a) Financial Statement

Henry Yankowski presented the financial statement for the month of February 2015. He said the current operating balance is \$4,366,511.80, with a budget of \$12,939,599.00. He said the cash balance is 33.75 as a percent of budget. Mr. Yankowski said the current month revenue was \$701,754.69, and total year-to-date revenue was \$1,468,014.80. He said the expenditures were \$781,004.93, which resulted in a loss of \$79,250.24, for the month of February. Mr. Yankowski said the total year-to-date expenditures were \$1,984,366.89, which resulted in a total year-to-date loss of \$516,352.09.

b) Building Report

Mindy Stuemke presented the Building Report for the month of February 2015. She said there were 181 detached house permits issued in February, which is an increase of 9.04 percent from last year. Ms. Stuemke said there were 20 townhouses permitted, which is an increase of 25.00 percent from last year. She said there were 201 single-family houses permitted, which is a 10.44 percent increase from this same time last year. She said there were 9 commercial building permits issued in February, which is a decrease of 40.00 percent. Ms. Stuemke said the total valuation of permits issued in February was \$8,493,830, which is an increase of 12.50 percent; and the total valuation of permits issued to date in 2015 is \$226,452,854, which is a decrease of 11.43 percent. She said there were two permits in February with a valuation that exceeded \$3 million. She said there have been 121 single-family permits in March; and 15 new building commercial permits in March. Ms. Stuemke said they have been averaging approximately 120 walk-throughs per day and 525 phone calls per day at the Front Counter.

Coreen Toll and Larry Whittaker left the meeting at 1:30 p.m. and a quorum was maintained.

c) Plan Report

Jay Eenhuis presented the Plan Report for the month of February 2015. He said there were 226 single family plans, which is an increase of 7.1 percent over this same time last year; 87 residential alteration plans, which is an increase of 26.1 percent; 20 new commercial plans, which is a decrease of 50.0 percent; 114 commercial alterations plans, which is an increase of 4.6 percent; and 55 all other plans, which is a decrease of 1.8 percent, for a total of 502 plans, which is an increase of 3.5 percent over this same time

last year. He stated total plans year to date yields an overall increase of 3.2 percent. He stated there were 156 electronic plans submitted in February 2015 out of 502 total plans, or 31.1 percent.

d) Consumer Protection Report

Steffan Ritch presented the Consumer Protection Report for the month of February 2015. He said since the February Advisory Board meeting, there have been 23 building, zero plumbing, 1 electrical, and 1 mechanical stop work orders issued, for a total of 25. He said currently there are 105 complaints in the system, we have closed 34 complaints in the past 30 days, and we have recorded 14 Certificates of Noncompliance.

**3. UNFINISHED BUSINESS**

a) Neighborhood Program Assistance

*This Item was heard out of order after Item 1.*

**4. NEW BUSINESS**

There was no New Business to discuss.

The meeting adjourned at 1:40 p.m.

Respectfully submitted,

Henry W. Yankowski  
Regional Building Official

HWY/llg