

# **Pikes Peak Regional Building Department**

2880 International Circle  
Colorado Springs, Colorado 80910

## **ADVISORY BOARD MINUTES**

September 16, 2015

12:30 p.m.

**MEMBERS PRESENT:** Chairman Michael McShea, Engineer  
Mr. Larry Whittaker, Architect  
Mr. Edward Pine, Building A, B or C Contractor  
Mr. Tom McDonald, Building A or B Contractor  
Mr. Phillip Thomas, Fountain  
Ms. Coreen Toll, Manitou Springs  
Mr. Chris Quinn, Green Mountain Falls

**MEMBERS ABSENT:** Mr. Dave Munger, Citizen-at-Large  
Mr. Jeff Smith, Monument  
Mr. David Wilson, Palmer Lake

**OTHERS PRESENT:** Mr. Todd Welch, Regional Building Counsel  
Mr. Jay Eenhuis, Chief Plans Examiner  
Ms. Linda Gardner, Executive Administrative Assistant

### **PROCEEDINGS:**

Chairman Michael McShea called the meeting to order at 12:35 p.m.

#### **1. NEW BUSINESS**

##### **a) 2014 Audit**

David Green with Green & Associates LLC appeared and gave the 2014 Audit Report. He stated the RBD staff was very cooperative and easy to work with. He stated RBD's Accounting Department transitioned to new accounting software during 2014, and the transition went smoothly.

Mr. Green stated RBD ended the year December 31, 2014 with revenues under expenses of \$253,786. He said the decrease in revenues from the budgeted amount is primarily due to a decrease in building permits related to increased activity during the year. He said RBD's final budget for expenditures was \$14,109,380 for the year ended December 31, 2014. Mr. Green stated actual expenditures were \$12,638,914. He said budgeted revenues for the year ended December 31, 2014 totaled \$13,111,964 with actual revenues totaling \$11,924,148. He said the Budget was amended in 2014.

Mr. Green stated RBD's Investment in Capital Assets as of December 31, 2014 amounted to \$4,726,672 (net of accumulated depreciation). He said this Investment in Capital Assets includes land, a building, furniture, equipment, and improvements to the current leased office space. He said RBD has no long term debt outstanding.

## 2. **CONSIDERATION OF AUGUST 19, 2015 MINUTES**

A motion was made by Coreen Toll to **APPROVE** the August 19, 2015 Advisory Board Minutes as written, seconded by Tom McDonald; the motion carried unanimously.

## 3. **BUILDING OFFICIAL REPORTS**

### a) Financial Statement

Todd Welch presented the financial statement for the month of August 2015. He said the current operating balance is \$5,465,763, with a budget of \$12,939,599. He said the cash balance is 42.24 as a percent of budget. Mr. Welch said the current month revenue was \$1,171,667, and total year-to-date revenue was \$8,593,255. He said the expenditures were \$897,312, which resulted in a gain of \$274,355, for the month of August. Mr. Welch said the total year-to-date expenditures were \$8,088,167, which resulted in a total year-to-date gain of \$505,088. He said the web subscriptions remain strong at \$38,036 year-to-date.

Coreen Toll asked RBD staff about revenue generated by Woodland Park, and Dorothy Herrera stated the Use Tax for Woodland Park was \$3,021.16 in August. Ms. Herrera stated she is willing to prepare a quarterly report to reflect the revenue generated by Woodland Park. Larry Whittaker stated a general summary would be sufficient. Todd Welch stated RBD values the smaller jurisdictions just as much as the larger jurisdictions, and it did not add additional staff to service the Woodland Park area.

### b) Building Report

Jay Eenhuis presented the Building Report for the month of August 2015. He said there were 265 detached house permits issued in August, which is an increase of 43.24 percent from last year. He said there were 32 townhouses permitted, which is an increase of 220.00 percent from last year. Mr. Eenhuis said there were 297 single-family houses permitted, which is a 52.31 percent increase from this same time last year. He said there were 33 commercial building permits issued in August, which is an increase of 43.48 percent. He said the total valuation of permits issued in August was \$191,740,910, which is an increase of 40.44 percent; and the total valuation of permits issued to date in 2015 is \$1,557,166,934, which is an increase of 15.06 percent. Mr. Eenhuis said there were two permits in August with a valuation over \$3 million. He said they have been averaging approximately 120 walk-throughs per day at the Front Counter and Licensing has been

seeing approximately 20 people per day; the Front Counter has been getting approximately 575 phone calls per day, and Licensing has been getting approximately 80 phone calls per day. He said the wait time at the Front Counter is 2 to 5 minutes.

c) Plan Report

Jay Eenhuis presented the Plan Report for the month of August 2015. He said there were 320 single family plans, which is an increase of 56.1 percent over this same time last year; 157 residential alteration plans, which is an increase of 20.8 percent; 29 new commercial plans, which is an increase of 107.1 percent; 135 commercial alterations plans, which is an increase of 11.6 percent; and 63 all other plans, which is a decrease of 7.4 percent, for a total of 704 plans, which is an increase of 30.9 percent over this same time last year. He said the Plan Review Department is averaging 35 solo reviews per day; the average walk through review wait time is approximately 6 minutes, and the average review time is approximately 8 minutes. He stated the average wait time for residential review is 8 working days, the average commercial plan is 10 working days. Mr. Eenhuis said total plans in 2015 year-to-date yields an overall increase of 12% compared to this time last year. He said there were 248 electronic plans submitted in August 2015 out of 704 total plans, or 35.2% in e-submittals. He said for the year there were 1,712 electronic plans submitted out of 4,884 total plans, or 35.0%.

d) Consumer Protection Report

Jay Eenhuis presented the Consumer Protection Report for the month of August 2015. He said since the August Advisory Board meeting, there have been 87 building, 9 plumbing, 12 electrical, and 15 mechanical stop work orders issued, for a total of 123. He said currently there are 96 complaints in the system, we have closed 57 complaints in the past 30 days, and we have recorded 12 Certificates of Noncompliance.

Todd Welch stated the Bank has foreclosed on the dangerous building located at 717 Midland Avenue in Manitou Springs. He stated the homeowner is working with the Bank, but currently it is on "hold" during the foreclosure process. Coreen Toll stated the City of Manitou Springs may file a lawsuit against the homeowner to pressure him to tear the building down.

#### 4. UNFINISHED BUSINESS

There was no Unfinished Business to discuss.

Coreen Toll stated El Paso County hosted a Resiliency Seminar which was put on by the State Office of Emergency Recovery, and during this seminar there were lectures about resiliency and hazard mitigation. She said the State will be considering resilient housing strategies for developers, with the idea that there will be houses that can better withstand fires, floods, etc.

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The meeting adjourned at 1:20 p.m.

Respectfully submitted,

Roger N. Lovell  
Regional Building Official

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