

# **Pikes Peak Regional Building Department**

2880 International Circle  
Colorado Springs, Colorado 80910

## **REGIONAL BUILDING COMMISSION MINUTES**

November 19, 2015

3:00 p.m.

**MEMBERS PRESENT:** Chairman Tyler Stevens, Green Mountain Falls Mayor Pro Tem  
Dennis Hisey, El Paso County Commissioner  
Larry Bagley, Colorado Springs City Council

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Mr. Roger Lovell, Regional Building Official  
Mr. Todd Welch, Regional Building Counsel  
Mr. Jay Eenhuis, Chief Plans Examiner  
Mr. John Welton, Chief Building Inspector  
Ms. Mindy Stuemke, Permit Counter Supervisor  
Ms. Linda Gardner, Executive Administrative Assistant

### **PROCEEDINGS:**

Chairman Tyler Stevens called the meeting to order at 3:03 p.m.

#### **1. CONSIDERATION OF OCTOBER 28, 2015 MINUTES**

A motion was made by Dennis Hisey to **APPROVE** the October 28, 2015 Building Commission Minutes as written, seconded by Larry Bagley; the motion carried unanimously.

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

There were no Public Comments to discuss.

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

Roger Lovell appeared and gave the Advisory Board Report.

#### **4. BUILDING OFFICIAL REPORTS**

##### **a) Financial Statement**

Roger Lovell presented the financial statement for the month of October 2015. He said the current operating balance is \$5,636,031.09, with a budget of \$13,295,302. He said the cash balance is 42.4 as a percent of budget. Mr. Lovell said the current month revenue was \$1,014,399.36, and total year-to-date revenue was \$10,768,006.24. He said the expenditures were \$1,059,839.78, which resulted in a loss of \$45,440.42, for the month of

October. Mr. Lovell said the total year-to-date expenditures were \$10,230,068.00, which resulted in a total year-to-date gain of \$537,938.24. He said the web subscriptions remain strong at \$47,981.59 year-to-date.

b) Building Report

Mindy Stuemke presented the Building Report for the month of October 2015. She said there were 254 single-family houses permitted, which is a 6.27 percent decrease from this same time last year. She said there were 14 commercial building permits issued in October, which is a decrease of 65.00 percent. Ms. Stuemke said the total valuation of permits issued in October was \$152,769,329, which is a decrease of 27.77 percent; and the total valuation of permits issued to date in 2015 is \$1,922,604,424, which is an increase of 11.36 percent. She said they have been averaging approximately 130 walk-throughs per day at the Front Counter and Licensing has been seeing approximately 30 people per day; the Front Counter has been getting approximately 525 phone calls per day, and Licensing has been getting approximately 75 phone calls per day. Ms. Stuemke said there are 124 single family permits, and 17 building commercial permits to date in November.

c) Plan Review Report

Jay Eenhuis presented the Plan Report for the month of October 2015. He said there were 264 single family plans, which is an increase of 17.9 percent over this same time last year; 142 residential alteration plans, which is an increase of 2.2 percent; 38 new commercial plans, which is an increase of 52.0 percent; 148 commercial alterations plans, which is an increase of 19.4 percent; and 95 all other plans, which is an increase of 79.2 percent, for a total of 687 plans, which is an increase of 21.6 percent over this same time last year. He said the total plans in 2015 year-to-date yields an overall increase of 11.0 percent compared to this time last year. He said there were 261 electronic plans submitted in October 2015 out of 687 total plans, or 38 percent in e-submittals. He said for the year there were 2189 electronic plans submitted out of 6111 total plans, or 35.8 percent. Mr. Eenhuis said the number of logged reviews has increased for both Solo reviews and Residential Walk-through reviews; 2.9 percent increase for total number of reviews compared to October 2014. He said November has been very busy in the Plan Review Department, and the current pace results in an estimated \$2.30 billion valuation at end of 2015. He said RBD is planning to implement commercial electronic plan reviews the first of the year 2016.

d) Inspection Report

John Welton presented the Inspection Report for the month of October 2015. He said the building inspectors did 8,928 inspections in October; the electrical inspectors did 6,280 inspections in October; and the mechanical/plumbing inspectors did 10,358 inspections in October. He said the total number of inspections for all departments was 25,566, compared to 18,123 total inspections in September, and each inspection averaged 12.6 minutes in

October. He stated 1,292 inspections were done the day after Veterans Day for all inspectors.

5. **UNFINISHED BUSINESS**

There was no Unfinished Business to discuss.

6. **NEW BUSINESS**

a) 2016 Budget

Roger Lovell stated the 2016 Budget amounts to \$12,472,454, which represents a decrease of \$822,848 from the Fiscal Year 2015 Amended Budget of \$13,295,302 and a decrease of \$1,636,839 from the Fiscal Year 2014 Budget. He said while RBD has not yet closed out the year, 2015 looks to be a successful year with completion of a number of initiatives, including: The HBA Cares Workforce Development Program; rooftop solar array at the Hillside Community Center; completion of Security and Cheyenne Creek Letters of Map Revision; funding of the CONO Neighborhood Improvement Program; energy efficient upgrades at the RDC; accessibility improvements to the 101 West Costilla Street property; and water quality improvements at the RDC.

Mr. Lovell stated the 2016 Budget extends several of these initiatives, including energy efficiency upgrades of the RDC, as well as improving efficiency of the Regional Building Department's core services, i.e. Permit Processing, Plan Examination, In-Progress Inspections, Licensing, and Online Subscription services. He said this Budget employs programs and activities aimed at maintaining or reducing future operating costs while taking advantage of revenue producing opportunities, to include: Continued support of the Elderly Re-Roof Assistance Program; continued support of the Carbon Monoxide Training Program; funding for an additional LOMR in a location yet to be determined; Accessibility Plan Review and In-Progress Accessibility Inspections; and continued support of the Regional Business Alliance.

Mr. Lovell stated while this is the first Budget this management team has submitted, it is in line with the past eight budgets and proposes no fee increases in 2016 while continuing to invest in community improvement activities, facility improvements and activities anticipated to reduce operating expenses and improve revenue through increased and enhanced services. He said it is anticipated that RBD will produce a zero gain in 2016 on this balanced Budget.

A motion was made by Dennis Hisey to **APPROVE** the 2016 Budget, seconded by Larry Bagley; the motion carried unanimously.

**7. FUTURE AGENDA ITEM REQUESTS**

There were no Future Agenda Item Requests.

**8. EXECUTIVE SESSION**

The Regional Building Commission moved into Executive Session at 3:48 p.m. pursuant to C.R.S. §24-6-402(3)(I) to discuss the purchase or lease of real estate.

After moving into General Session at 4:19 p.m., Todd Welch noted that no decisions were made during the Executive Session.

The meeting adjourned at 4:20 p.m.

Respectfully submitted,

Roger N. Lovell  
Regional Building Official

RNL/llg