

Pikes Peak Regional Building Department

2880 International Circle
Colorado Springs, Colorado 80910

ADVISORY BOARD MINUTES

August 16, 2017

12:30 p.m.

MEMBERS PRESENT: Mr. Robert Todd, Manitou Springs
Mr. Tom McDonald, Building A or B Contractor
Mr. Vince Colarelli, Citizen-at-Large
Mr. Jim Nakai, Architect
Mr. Darin Tiffany, Engineer
Mr. Richard Applegate, Fountain
Mr. Dennis Murphy, Monument

MEMBERS ABSENT: Mr. Edward Pine, Building A, B or C Contractor
Mr. David Wilson, Palmer Lake
Mr. Chris Quinn, Green Mountain Falls

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
Mr. Ryan Johanson, Director of Finance
Ms. Mindy Stuemke, Front Counter Supervisor
Ms. Linda Gardner, Executive Administrative Assistant

PROCEEDINGS:

Chairman Robert Todd called the meeting to order at 12:32 p.m.

1. CONSIDERATION OF THE JULY 12, 2017 MINUTES

A motion was made by Vince Colarelli to **APPROVE** the July 12, 2017 Advisory Board Meeting Minutes as written, seconded by Dennis Murphy; the motion carried unanimously.

2. BUILDING OFFICIAL REPORTS

a) Financial Statement

Roger Lovell presented the financial statement for the month of July 2017. He said the current operating balance is \$10,474,744, with a budget of \$13,507,129. He said the cash balance is 77.5 as a percent of budget. Mr. Lovell said the current month revenue was \$1,488,675, and the year-to-date revenue was \$9,912,128. He said the expenditures were \$1,119,582, which resulted in a gain of \$369,093, for the month of July; and expenditures year-to-date were \$8,032,249, which resulted in a gain of \$1,879,879 for the year. He stated RBD gave discounts in the amount of \$185,662 in July for the Valuation Based Permit Fee Program, implemented on April 1st, and \$647,484 year-to-date for this

program. Mr. Lovell stated the Licensing Rewards Program has been very successful, and RBD gave discounts for license renewals in the amount \$19,650 in July, and \$141,350 year-to-date.

b) Building Report

Mindy Stuemke presented the Building Report for the month of July 2017. She said there were 285 single-family houses permitted in July, which is 4.68 percent less than this time last; and 23 commercial building permits, which is 30.30 percent less than the previous year. She said the total valuation of permits issued in July was \$413,777,148, which is 86.20 percent more than this same time last year; and the total valuation of permits issued to date in 2017 is \$1,892,227,618, which is an increase of 23.36 percent over this same time last year. Ms. Stuemke said there were five permits in July with a valuation over \$3 million. She said there have been 150 single family home permits to date in August.

c) Plan Report

Jay Eenhuis presented the Plan Report for the month of July 2017. He said there were 329 single family plans, which is an increase of 30 percent compared to July 2016; 45 new commercial plans, which is an increase of 32 percent; and a total of 712 plans, which is an increase of 23 percent compared to July 2016. He stated there were 76 Commercial Plans submitted electronically in July 2017, or a 111 percent increase compared to July 2016; and 82 Residential Plans submitted electronically, which is an increase of 19 percent; for a total of 326 E-Plans in July 2017, a 40 percent increase from July 2016. Year to date, approximately 48 percent of all plans submitted have been submitted electronically. Mr. Eenhuis stated the Plan Review Department performed 748 Solo Reviews in July, and 2,291 Walk-through reviews, for a total of 3,039 logged reviews for July 2017, and 21,481 total reviews year-to-date, which is an increase of 11 percent from the previous year.

d) Inspection Report

John Welton presented the Inspection Report for the month of July 2017. He said the inspectors in all departments did a total of 23,322 inspections in July, with a total of 52 inspectors. He said each inspector averaged 22.7 inspections per day, and the average time per inspection was 16 minutes.

3. UNFINISHED BUSINESS

There was no Unfinished Business to discuss.

4. **NEW BUSINESS**

a) 2017 Amended Budget

Roger Lovell stated the Amended Budget revenue amounts to \$15,881,429, which represents an increase of \$2,374,300 or 17.58 percent from the Fiscal Year 2016 Budget. He said this increase is due to extensive damage from several hailstorms in 2016, as well as an increase in commercial construction. He said 2017 is a successful year with completion of a number of initiatives, including the HBA Cares Workforce Development Program; funding of the Mech IV Training Program, including carbon monoxide training and awareness; completion of several Letters of Map Amendment resulting in removal of numerous structures from the floodplain, and more accurate floodplain mapping for neighboring parcels; funding of a number of CONO Neighborhood Improvement Programs, to assist with the cleanup and revitalization of existing neighborhoods; and expansion of electronic plan review and electronic expansions utilizing technology purchased in 2016, as well as increased IT security and data redundancy improvements.

Mr. Lovell stated the 2017 Amended Budget employs programs and activities aimed at maintaining or reducing future operating costs, while taking advantage of revenue producing opportunities, i.e. continued support of the Elderly Re-Roof Assistance Program; continued support of the Carbon Monoxide Training Program; funding for an additional Letter of Map Revision in a location yet to be determined, as well as a Floodplain Assistance Program; budget revisions to account for the 20% fee reduction on valuation based permits; sale of property at 101 West Costilla Street and 435 Sahwatch Street; and continued focus on service level improvement through the use of technology and best management practices.

Ryan Johanson appeared and explained the details of the 2017 Amended Budget. He stated the Amended Budget is presented in more detail this year because RBD staff is striving to win a Distinguished Budget Award. He stated this Amended Budget anticipates the construction of 3,416 new homes in 2017, which is an increase of 416 over the anticipated volume in 2017; and commercial construction is expected to remain strong and close to the same level as 2016. Mr. Johanson stated this budget provides for the addition of up to five new staff positions due to increased activity.

Mr. Lovell stated with this 2017 Amended Budget as submitted, it is anticipated the Regional Building Department will not produce an increase in the fund balance in 2017 on this balanced Budget. A motion was made by Darin Tiffany to recommend to the Building Commission **APPROVAL** of the 2017 Amended Budget, seconded by Dennis Murphy; the motion carried unanimously.

Pikes Peak Regional Building Department
Advisory Board Meeting Minutes
August 16, 2017
Page 4

The meeting adjourned at 1:41 p.m.

Respectfully submitted,

Roger N. Lovell
Regional Building Official

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