

Pikes Peak Regional Building Department

2880 International Circle
Colorado Springs, Colorado 80910

ADVISORY BOARD MEETING MINUTES

November 20, 2024 – Wednesday – 12:30 p.m.

MEMBERS PRESENT: Chair Vince Colarelli, Building Contractor A or B
Vice Chair Jeff Finn, Citizen-at-Large
Loren Moreland, Building Contractor A, B or C
Zach Taylor, Architect
Chris Freer, Engineer
John Graham, City of Manitou Springs
Sana Abbott, Town of Monument
Cory Applegate, City of Fountain
John Bell, Town of Green Mountain Falls

MEMBERS ABSENT: Dennis Stern, Town of Palmer Lake

PPRBD STAFF: Roger Lovell, Regional Building Official
Virginia Koulchitzka, Regional Building Attorney
Jay Eenhuis, Deputy Building Official – Plans
John Welton, Deputy Building Official – Inspections
Erin Garcia, Director of Finance
Matt Matzen, Permit Supervisor
Gina LaCascia, Executive Administrative Assistant

PROCEEDINGS:

The Advisory Board meeting was conducted in a hybrid forum, allowing Board members, Department staff, and the public to attend in person at the Pikes Peak Regional Development Center, 2880 International Circle, Colorado Springs, Colorado 80910, Room 100-14, or virtually through Microsoft Town Hall. Sufficient and timely access to the public to observe the meeting was made available at: <https://www.pprbd.org/Information/Boards>.

1. CALL TO ORDER: DETERMINATION OF A QUORUM

Chair Vince Colarelli called the Advisory Board meeting to order at 12:32 p.m.

2. CONSIDERATION OF THE OCTOBER 16, 2024 ADVISORY BOARD MEETING MINUTES

A motion was made by Loren Moreland to **APPROVE** the October 16, 2024 Advisory Board Meeting Minutes as written; seconded by John Graham; the motion carried unanimously.

3. NEW BUSINESS

There was no New Business to discuss.

4. PUBLIC COMMENTS ON ITEMS NOT SCHEDULED ON THE AGENDA

There were no Public Comments.

5. CHANGES/POSTPONEMENTS/NOTICE OF NEXT MEETING

The next Advisory Board meeting date and time: Wednesday, January 22, 2025, beginning at 12:30 p.m. The meeting will be conducted in a hybrid forum: In person at the Pikes Peak Regional Development Center, 2880 International Circle, Colorado Springs, Colorado 80910, Room 100-14, and virtually. Sufficient and timely access to the public to observe the meeting will be made available at: <https://www.pprbd.org/Information/Boards>.

6. BUILDING OFFICIAL REPORTS/NON-ACTION ITEMS

a) Financial Statement through October 31, 2024

Erin Garcia presented the Financial Statement through October 31, 2024. The operating cash balance ended at \$16,844,353 with cash as a percentage of budget at 79 percent. The revenue for October was \$1,625,223. Revenue continues to slow in October and is now trailing 2023 by \$988,389. Expenditures for the month of October were \$1,642,947. The year-to-date expenses are exceeding 2023 by \$47,551.

At 83 percent through this year, revenue is tracking at 80 percent of budget, and expenses are tracking at 75 percent of budget. The Department had a net loss for the month of October for \$17,724, bringing the year-to-date net income to \$517,157.

b) Building Report through October 31, 2024

Matt Matzen presented the Building Report for the month of October, 2024. There were 211 single-family home permits issued, a decrease of 1.40 percent, with an overall valuation of \$126,558,731, an increase of 4.09 percent over October of last year. A total of 14 new commercial permits were issued in October, a decrease of 56.25 percent, with an overall valuation of \$22,951,815, a decrease of 84.18 percent. He indicated the discrepancy of this number relates to one permit issued in October of 2023 with a valuation of \$115,000,000. The total valuation year-to-date for all permits was \$2,929,305,638, a decrease of 3.63 percent.

There were 3 projects in October with valuations over \$3,000,000; two commercial buildings in Colorado Springs at \$6 million and \$14.2 million; and one in Woodland Park, which is a commercial building at \$3.8 million.

c) Plan Report through October 31, 2024

Jay Eenhuis presented the Plan Report for the month of October, 2024. There were 183 single-family plans submitted in October, a decrease of 28 percent compared to last October. Year-to-date, there is a 5 percent increase throughout the year compared to the same timeframe last year, with a total number of 2,498 single-family plans. The Department received 35 new commercial and multifamily plans, a 94 percent increase from October, 2023. Year-to-date, there have been 260 new commercial and multi-family plans submitted, a decrease of 17 percent over last year. The total number of plans submitted in October was 1,087, a decrease of 3 percent compared to last October. Year-to-date, the Department has received 10,748 plans, a decrease of 6 percent.

Plan Review staff logged 3,389 solo reviews in October, a decrease of 18 percent compared to last October. There were 1,033 walk-through reviews performed in October, an increase of 8 percent compared to last year. The total number of reviews performed in October were 4,422, a decrease of 13 percent compared to last October. And, year-to-date, the total reviews are at 43,419, an overall decrease of 11 percent compared to the same time period in 2023.

d) Inspection Report through October 31, 2024

John Welton presented the Inspection Report for the month of October, 2024. There were 28,564 total inspections with 63 fulltime field inspectors. This averages to a daily workload of 22.5 inspections per day, per inspector, with an available amount of time of 16.8 minutes per inspection.

7. UNFINISHED BUSINESS

- a) 2025 Committee/Board/Commission Meeting Dates (Non-action item until January of 2025, when a schedule will be adopted in accordance with the requirements of the Colorado Sunshine Act of 1972, as amended.)

The Board members were provided with the 2025 Committee/Board/Commission Meeting Dates for review and consideration.

8. EXECUTIVE SESSION REQUEST(S)

There were no Executive Session Request(s).

9. BOARD REPORT(S) OR COMMENT(S)

Cory Applegate announced his resignation as a member of the Advisory Board, since he has also resigned from his position with the Fountain City Council, effective immediately. Roger Lovell thanked Mr. Applegate for his support and participation with the Advisory Board.

10. FUTURE AGENDA ITEM REQUESTS

There were no Future Agenda Item Requests to discuss.

11. ADJOURNMENT

Work Training Session (to start at the conclusion of the regular Advisory Board meeting, and not earlier than 1:15 p.m.)

- a) Harassment Prevention Training for Committee, Board, and Commission Volunteers, provided by Pikes Peak Regional Building Department Human Resources and Legal Department staff.

The Department's Human Resource Manager, Kathy Shupp, conducted the Harassment Prevention Training, which commenced at 1:15 p.m. The Training ended at 1:45 p.m.

12. ADJOURNMENT

The Advisory Board meeting adjourned at 12:43 p.m.

Respectfully submitted,



Roger N. Lovell
Regional Building Official

RNL/gml

Accommodations for the hearing impaired can be made upon request with a forty-eight (48) hour notice. Please call (719) 327-2989. Pikes Peak Regional Building Department (PPRBD) meeting agendas and minutes, as well as archived records, are available free of charge on our website at <https://www.pprbd.org/Information/Boards>. Audio copies of the record may be purchased by contacting PPRBD at (719) 327-2989.