

Pikes Peak Regional Building Department

2880 International Circle
Colorado Springs, Colorado 80910

REGIONAL BUILDING COMMISSION MEETING MINUTES

October 24, 2024 – Thursday – 2:00 p.m.

MEMBERS PRESENT: Chair Carrie Geitner, Commissioner, El Paso County
Vice Chair Brian Risley, Councilmember, Colorado Springs
Todd Dixon, Mayor, Green Mountain Falls

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

The Regional Building Commission meeting was conducted in a hybrid forum, allowing Commission 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 Carrie Geitner called the Regional Building Commission meeting to order at 2:00 p.m.

2. CONSIDERATION OF THE SEPTEMBER 26, 2024, REGIONAL BUILDING COMMISSION MEETING MINUTES

Todd Dixon made a motion to **APPROVE** the September 26, 2024, Regional Building Commission Meeting Minutes as written; seconded by Vice Chair Brian Risley; the motion carried unanimously.

3. CONSENT ITEM(S)

There were no Consent Items to discuss.

4. NEW BUSINESS

a) 2025 Budget Approval (Action Item)

Roger Lovell advised that both the Advisory Board and the Building Commission had a work session for the 2025 Budget on September 18, 2024, and September 26, 2024, respectively. The Advisory Board recommended the 2025 Budget, as presented at the meeting on October 16, 2024, for approval. Further, the 2025 Budget was presented to the City of Colorado Springs on Monday, October 21, 2024. There are no changes to the budget as presented.

Vice Chair Brian Risley stated that although he was absent during the September 26, 2024 Building Commission meeting and work session, he did attend the City Council meeting on October 21, 2024, and is familiar with the 2025 Budget, as presented.

Todd Dixon made a motion to **APPROVE** the 2025 Budget as presented; seconded by Vice Chair Brian Risley; the motion carried unanimously.

- b) 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 Building Commission members were provided with a copy of the 2025 Committee/Board/Commission Meeting Dates for review and consideration. Virginia Koulchitzka advised that all other Committees and Boards have reviewed the 2025 Schedule and there have not been any comments or requests for changes.

5. **CHANGES/POSTPONEMENTS/NOTICE OF NEXT MEETING**

The next Regional Building Commission meeting date and time: Monday, November 25, 2024, beginning at 2:00 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. **PUBLIC COMMENTS ON ITEMS NOT SCHEDULED ON THE AGENDA**

There were no public comments.

7. **ADVISORY BOARD REPORT**

Roger Lovell presented the Advisory Board Report of the October 16, 2024 meeting.

8. BUILDING OFFICIAL REPORTS / NON-ACTION ITEMS

a) Financial Statement through September 30, 2024

Erin Garcia presented the Financial Statement through September 30, 2024. The operating cash balance ended at \$17,135,574 with cash as a percentage of budget at 80 percent. The revenue for September was \$1,502,547. Revenue is trailing year 2023 by \$279,999. Expenditures for the month of September were \$1,370,083. The year-to-date expenses are trailing year 2023 by \$203,494.

At 75 percent through this year, revenue is tracking at 73 percent of budget, and expenses are tracking at 68 percent of budget. The net income for the month of September was \$132,464, bringing the year-to-date net income to \$533,947.

b) Building Report through September 30, 2024

Matt Matzen presented the Building Report for the month of September, 2024. One hundred seventy-nine (179) single-family home permits were issued, an increase of 19.33 percent from the same time period in 2023. A total of 18 new commercial permits were issued in September, a decrease of 51.35 percent compared to the same time period in 2023, with a total valuation of \$31,916,535, a decrease of 20.73 percent over last year. The total valuation year-to-date for all permits was \$2,684,514,230, an increase of 2.21 percent.

There were 5 projects in September with valuations over \$3,000,000, all in Colorado Springs, with the largest being a phased commercial medical office on Quail Lake Loop at \$21.3 million.

c) Plan Report through September 30, 2024

Jay Eenhuis presented the Plan Report for the month of September, 2024. One hundred eighty-five (185) single-family plans were submitted in September, which is even with the same timeframe in 2023. Year-to-date, there have been 2,315 new single-family plans submitted, which is an increase of 10 percent compared to last year. New commercial and multifamily plans submitted in September totaled 21, an increase of 75 percent compared to the 12 received in September of 2023. Year-to-date, there have been 223 new commercial and multifamily plans submitted, a decrease of 24 percent compared to 2023. Year-to-date, the Department has received 9,661 plans, a decrease of 6 percent.

For the month of September, the electronic plan submittals accounted for 90 percent of all plans submitted and 81 percent, year-to-date.

Plan Review staff logged 3,002 solo reviews in September, a decrease of 14 percent compared to last September. There were 884 walk-through reviews performed in September, a decrease of 3 percent compared to last year. The total number of reviews in September was 3,886, a decrease of 11 percent compared to last September; year-to-date, the total reviews are at 38,997, an overall decrease of 10 percent compared to the same time period in 2023.

d) Inspection Report through September 30, 2024

John Welton presented the Inspection Report for the month of September, 2024. There were 25,769 total inspections performed by 63 full-time field inspectors with an average daily workload of 23.4 inspections per day, per inspector, with an available amount of time of 16.2 minutes per inspection.

9. UNFINISHED BUSINESS

There was no Unfinished Business to discuss.

10. COMMISSIONER REPORT(S) OR COMMENT(S)

Vice Chair Brian Risley expressed his appreciation to Roger Lovell and the RBD staff in maintaining competitive fees while providing some of the best services in the State of Colorado. He stated that RBD is doing a superior job; very efficient and effective.

Chair Carrie Geitner commented that she attended the presentation of Housing on the Edge and believes that RBD is a big part of meeting some of the goals, better than other parts of the State of Colorado, and she appreciates what RBD does for the communities.

11. EXECUTIVE SESSION REQUEST(S)

Pursuant to C.R.S. §§24-6-402(4)(b) and (f)(I), the attorney for Pikes Peak Regional Building Department requested an Executive Session with the Regional Building Commission specific to: receiving legal advice from the attorney of Pikes Peak Regional Building Department relating to the Regional Building Official's review and evaluation by the Commission, and personnel matters relating to the Regional Building Official's review and evaluation by the Commission.

(Virginia V. Koulchitzka, Pikes Peak Regional Building Department Attorney)

Additionally, pursuant to C.R.S. §§24-6-402(4)(a), (b), and (e)(I), the attorney for Pikes Peak Regional Building Department requested an Executive Session with the Regional Building Commission specific to: discussing the transfer of real, personal, or other property interest; receiving legal advice on specific legal questions; determining position(s) relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing

negotiators regarding an amendment to intergovernmental agreement for the Pikes Peak Regional Development Review Center and its continued operations post payment in full of the Certificates of Participation, as released and terminated by the bank trustee, with a resulting closing to be held with a mutually agreed upon title company.

(Virjinia V. Koulchitzka, Pikes Peak Regional Building Department Attorney;
Roger N. Lovell, Regional Building Official)

The Commission voted to move into an Executive Session at 2:23 p.m., which was held in the Bighorn Conference Room.

Todd Dixon made a motion to come out of Executive Session at 3:36 p.m.; seconded by Vice Chair Risley; the motion carried unanimously. Ms. Koulchitzka stated no decisions were made during the Executive Session. She will request, however, that a future agenda item be considered specific to the scheduling of a special meeting once the next Agenda Item comes due for discussion.

12. FUTURE AGENDA ITEM REQUESTS

- a) Scheduling of a special meeting for the Regional Building Commission to address, on public record, as a Consent Item, a Consent Resolution for First Amendment to Intergovernmental Agreement for the Pikes Peak Regional Development Review Center.

The Commission agreed that a special meeting for a consent item is needed, and conferred on the scheduling for Thursday, November 14, 2024, commencing at 2:00 p.m.

13. ADJOURNMENT

The Regional Building Commission meeting adjourned at 3:40 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.

PPRBD meeting agendas and minutes, as well as archived records, are available free of charge on PPRBD's website at <https://www.pprbd.org/Information/Boards>. Audio copies of the record may be purchased by contacting PPRBD at (719) 327-2989.