

Pikes Peak Regional Building Department

2880 International Circle
Colorado Springs, Colorado 80910

ADVISORY BOARD MEETING MINUTES

July 16, 2025 – Wednesday – 12:30 p.m.

MEMBERS PRESENT: Vice-Chair Zachary Taylor, Architect
Chris Freer, Engineer
Dennis Stern, Town of Palmer Lake
Sana Abbott, Town of Monument (*Appearing virtually*)
John Graham, City of Manitou Springs
Gordon Rick, City of Fountain
George C. Hess III Contractor A or B
Jim Johnson, Citizen-at-Large

MEMBERS ABSENT: Chair Loren Moreland, Building Contractor A, B, or C
John Bell, Town of Green Mountain Falls

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
DeLisa Jackson, Executive Administrative Assistant

PPRBD STAFF ABSENT: Matthew Matzen, Permit Supervisor

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

Vice-Chair Zachary Taylor called the Advisory Board meeting to order at 12:30 p.m.

2. CONSIDERATION OF JUNE 18, 2025, ADVISORY BOARD MEETING MINUTES

A motion was made by Jim Johnson to **APPROVE** June 18, 2025, Advisory Board meeting minutes as written; seconded by George Hess; the motion carried unanimously.

3. NEW BUSINESS

There was No New Business.

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, August 20, 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 June 30, 2025

Erin Garcia presented the financial statement through June 30, 2025. The operating cash balance ended at \$15,808, 927 with cash as a percent of budget at 72 percent. The monthly revenue was \$1,392,281, trailing 2024 by \$906,701 or 9 percent. Expenditures for the month of June were \$1,394,086, trailing 2024 by \$254,128 or 3 percent. At 50 percent of the way through the year, revenue is tracking at 43 percent of the budget and expenses are tracking at 42 percent of the budget. The net loss for the month of June was \$1,805, resulting in a year-to-date net income of \$29,656.

Committee member Dennis Stern inquired about the 72 percent cash as a percent of budget and asked if there would be any large expenses though the end of the year that would reduce the cash as percent of budget. Erin Garcia commented that the Department anticipates standard operating expenses through the remainder of the year to include two remaining CAM payments at \$234,000 each, standard salaries, and benefits.

Roger Lovell added that the 2025 budget anticipates a loss up to approximately \$715,000 for 2025 and that the resulting loss would reduce the cash as a percent of budget. The Department's budget for 2024 anticipated a similar loss but such did not occur. As of June 1, 2025, the Department has an income of approximately \$29,000.

b) Building Report through June 30, 2025

Jay Eenhuis presented the building report for the month of June 2025. There were 253 single-family permits issued, an increase of almost 6 percent from the 239 that were permitted in June 2024. In addition, 28 total commercial permits were issued in June, 2025, a decrease of 7 percent over June 2024. Total valuation year-to-date is \$1,795,000,000, a decrease of 9 percent compared to the first half of 2024.

Some of the larger projects this month include a \$3.2 million commercial parking structure for D-49 in Peyton; an \$11 million 50-unit multi-family project in Colorado Springs; and a \$10 million commercial addition and remodel for School District 8 in Fountain.

c) Plan Report through June 30, 2025

Jay Eenhuis presented the Plan Report for the month of June 2025. The Department received 244 new single-family plans, which is an increase of 10 percent compared to June of the previous year; 16 new commercial and multi-family plans, which is a decrease of 36 percent compared to June 2024. The total number of plans submitted in June was 1,093, an increase of 3 percent. Year-to-date, the Department has received 5,912 total plan submittals, a decrease of 8 percent from the previous year.

The Department received 325 electronic commercial plan submittals, an increase of 61 percent compared to June 2024; 462 electronic residential plan submittals, a 9 percent increase compared to June 2024. The total number of electronic plans received in June was 993, an increase of 22 percent compared to June 2024. In the month of June, 91 percent of all plans received were submitted electronically, and year-to-date, 80 percent of all plans received have been submitted electronically.

In June of 2025, Department staff performed 3,366 solo reviews, an increase of 3 percent and 969 walk-through reviews, an increase of 11 percent compared to June 2024. The total number of logged reviews performed in the month of June was 4,335, an increase of 5 percent from the previous year. Year-to-date, logged reviews are down 9 percent mirroring the trend of total plan submittals.

d) Inspection Report through June 30, 2025

John Welton presented the inspection report for June 2025. The Department performed 21,717 total inspections with 56 field inspectors, resulting in an average daily workload of 24 inspections per day with an average inspection time of 17 minutes.

Mr. Welton gave a brief staffing update related to open positions within the Roofing Department with a goal of filling the vacancies soon.

7. UNFINISHED BUSINESS

There was no Unfinished Business.

8. EXECUTIVE SESSION REQUEST(S)

There were no Executive Session request(s).

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

There were no Board Reports or comments.

10. FUTURE AGENDA ITEM REQUEST(S)

There were no Future Agenda Item Request(s).

11. ADJOURNMENT

A motion was made by Gordon Rick to **ADJOURN** the meeting; seconded by John Graham; the motion carried unanimously.

The Advisory Board meeting adjourned at 12:51 p.m.

Respectfully submitted,



Roger N. Lovell
Regional Building Official

RNL/daj

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.