

Pikes Peak Regional Building Department

2880 International Circle
Colorado Springs, Colorado 80910

ADVISORY BOARD MINUTES

July 20, 2016

12:30 p.m.

MEMBERS PRESENT: Mr. Larry Whittaker, Architect
Mr. Tom McDonald, Building A or B Contractor
Mr. Darin Tiffany, Engineer
Mr. Chris Quinn, Green Mountain Falls
Mr. Richard Applegate, Fountain
Mr. David Wilson, Palmer Lake
Mr. Dennis Murphy, Monument

MEMBERS ABSENT: Mr. Edward Pine, Building A, B or C Contractor
Mr. Dave Munger, Citizen-at-Large
Mr. Robert Todd, Manitou Springs

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

PROCEEDINGS:

Larry Whittaker called the meeting to order at 12:32 p.m.

1. CONSIDERATION OF JUNE 15, 2016 ADVISORY BOARD MINUTES

A motion was made by Darin Tiffany to **APPROVE** the June 15, 2016 Advisory Board Meeting Minutes as written, seconded by David Wilson; the motion carried unanimously.

2. BUILDING OFFICIAL REPORTS

a) Financial Statement

Roger Lovell presented the financial statement for the month of June 2016. He said the current operating balance is \$6,037,932, with a budget of \$12,472,464. He said the cash balance is 48.41 as a percent of budget. Mr. Lovell said the current month revenue was \$1,262,632, and total year-to-date revenue was \$6,933,718. He said the expenditures were \$929,931, which resulted in a gain of \$332,700, for the month of June. Mr. Lovell said the total year-to-date expenditures were \$5,989,354, which resulted in a total year-to-date gain of \$944,364. He said the Special Account Revenues for the month of June were \$24,051, and year-to-date were at \$102,122. He stated RBD staff is currently working on an Amended Budget due to an increase in permits, there is a need for an increase in staff. Mr. Lovell stated there is also a need for new laptops for the inspectors,

which will be part of the Amended Budget, as well as a new phone system for all of RBD staff. He stated RBD staff makes an effort to keep the cash balance as a percent of budget between 25 to 50%. There was a discussion regarding permit fees reduction among the Committee members and RBD staff. Mr. Lovell stated RBD has not increased permit fees in the past ten years, and RBD's permit fees are lower than most jurisdictions in Colorado. He stated RBD collects fees for a number of agencies, so a reduction in fees would also have an effect on these outside agencies, so a reduction in fees is not feasible.

b) Building Report

Mindy Stuemke presented the Building Report for the month of June 2016. She said there were 380 single-family houses permitted in June; and 18 commercial building permits. She said the total valuation of permits issued in June was \$10,206,695; and the total valuation of permits issued to date in 2016 is \$1,308,710,254. She said there were two permits in June with a valuation that exceeded \$3 million. Ms. Stuemke said there are 191 single family permits to date in July, or approximately 15 permits per day. She stated the Front Counter has had a high volume recently with days with 640 phone calls, and approximately 142 customers.

c) Plan Report

Jay Eenhuis presented the Plan Report for the month of June 2016. He said there were 432 single family plans, which is an increase of 57.1 percent over this same time last year; 41 new commercial plans, which is an increase of 5.1 percent; and a total of 909 plans, which is an increase of 33.5 percent over this same time last year. He said the total plans year to date yields an overall increase of 22 percent compared to this time last year. Mr. Eenhuis stated the average wait time was 9.16 minutes and the review time was 3.49 minutes. He said there were 451 electronic plans submitted in June 2016 out of 909 total plans, or 50 percent in e-submittals, compared to June 2015, which was 36 percent. Mr. Eenhuis stated the Plan Review Department is seeing 102 walk-thru plans per day. He said there was a 6.5 percent increase in Solo Reviews in June, a 4 percent decrease in Residential Walk-through Reviews, and 11 percent increase in Commercial Walk-through Reviews compared to June 2015.

d) Inspection Report

John Welton presented the Inspection Report for the month of June 2016. He said the inspectors in all departments did a total of 20,856 inspections in June, with a total of 40 inspectors. He said each inspector averaged 23.5 inspections per day, and the average time per inspection was 15.4 minutes. He stated RBD may be adding one or two more inspectors in the near future in the Amended Budget. He stated RBD staff is continuing to be caught up with the roofing inspections.

3. **UNFINISHED BUSINESS**

There was no Unfinished Business to discuss.

4. **NEW BUSINESS**

There was no New Business to discuss.

The meeting adjourned at 1:30 p.m.

Respectfully submitted,

Roger N. Lovell
Regional Building Official

RNL/llg