

# **Pikes Peak Regional Building Department**

2880 International Circle  
Colorado Springs, Colorado 80910

## **ADVISORY BOARD MINUTES**

June 21, 2017

12:30 p.m.

**MEMBERS PRESENT:** Mr. Robert Todd, Manitou Springs  
Mr. Edward Pine, Building A, B or C Contractor  
Mr. Tom McDonald, Building A or B Contractor  
Mr. Jim Nakai, Architect  
Mr. Dennis Murphy, Monument  
Mr. Chris Quinn, Green Mountain Falls  
Mr. Johnny Garcia, Alternate Committee Member

**MEMBERS ABSENT:** Mr. Vince Colarelli, Citizen-at-Large  
Mr. Darin Tiffany, Engineer  
Mr. David Wilson, Palmer Lake  
Mr. Richard Applegate, Fountain

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

### **PROCEEDINGS:**

Chairman Robert Todd called the meeting to order at 12:30 p.m.

#### **1. NEW BUSINESS**

##### **a) 2016 Audit Report**

David Green with Green & Associates LLC, appeared and stated the audit went smoothly this year. He stated the internal controls are functioning well, largely in part to RBD's new Financial Director. The GASB 68 went into practice last year, which is related to PERA, so the liability went up from \$9.5 million last year to \$11.4 million this year. He stated this is not a concern at the present time. A motion was made by Edward Pine to **APPROVE** the 2016 Audit Report, seconded by Tom McDonald; the motion carried unanimously.

## 2. **CONSIDERATION OF THE MAY 17, 2017 MINUTES**

A motion was made by Jim Nakai to **APPROVE** the May 17, 2017 Advisory Board Minutes as written, seconded by Edward Pine; the motion carried unanimously.

## 3. **BUILDING OFFICIAL REPORTS**

### a) Financial Statement

Roger Lovell presented the financial statement for the month of May 2017. He said the current operating balance is \$9,907,602, with a budget of \$13,507,129. He said the cash balance is 73.3 as a percent of budget. Mr. Lovell said the current month revenue was \$1,744,076, and the year-to-date revenue was \$7,426,638. He said the expenditures were \$1,306,294, which resulted in a gain of \$437,783, for the month of May; and expenditures year-to-date were \$6,223,063, which resulted in a gain of \$1,203,576 for the year. He stated RBD gave discounts in the amount of \$212,963 in May for the Valuation Based Permit Fee Program, implemented on April 1<sup>st</sup>, and \$323,336 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 \$21,225 in May, and \$99,975 year-to-date.

### b) Building Report

Mindy Stuemke presented the Building Report for the month of May 2017. She said there were 352 single-family houses permitted in May, which is the same number as last year at this time; and 23 commercial building permits, which is 17.86 percent less than the previous year. She said the total valuation of permits issued in May was \$142,718,683, which is 580.55 percent more than this same time last year; and the total valuation of permits issued to date in 2017 is \$1,231,294,681, which is an increase of 15.97 percent over this same time last year. Ms. Stuemke said there were two permits in May with a valuation over \$3 million. She said the Front Counter is averaging 475 phone calls per day; and the Licensing Department is averaging 60 phone calls per day. She said the staff at the Front Counter is averaging 120 people per day; and the Licensing Department is averaging 30 people per day. Ms. Stuemke said there have been 206 single family home permits and 21 new commercial plans to date in June.

### c) Plan Report

Jay Eenhuis presented the Plan Report for the month of May 2017. He said there were 355 single family plans, which is an increase of 6 percent compared to May 2016; 52 new commercial plans, which is an increase of 73 percent; and a total of 839 plans, which is an increase of 23 percent compared to May 2016. He stated there were 81 Commercial Plans submitted electronically in May 2017, or 72 percent increase compared to May

2016; and 110 Residential Plans submitted electronically, which is an increase of 39 percent; for a total of 371 E-Plans in May 2017, a 53 percent increase from May 2016. Year to date, approximately 44 percent of all plans submitted have been submitted electronically. Mr. Eenhuis stated the Plan Review Department performed 930 Solo Reviews in May, and 2537 Walk-through reviews, for a total of 3467 logged reviews for May 2017, and 14,822 total reviews year-to-date, which is an increase of 10 percent from the previous year.

d) Inspection Report

John Welton presented the Inspection Report for the month of May 2017. He said the inspectors in all departments did a total of 25,476 inspections in May, with a total of 51 inspectors. He said each inspector averaged 22.6 inspections per day, and the average time per inspection was 16.0 minutes. He stated RBD has hired an additional roofing inspector. He stated RBD is averaging 1,137 inspections per day.

**4. UNFINISHED BUSINESS**

There was no Unfinished Business to discuss.

The meeting adjourned at 1:12 p.m.

Respectfully submitted,

Roger N. Lovell  
Regional Building Official

RNL/llg