

# **Pikes Peak Regional Building Department**

2880 International Circle  
Colorado Springs, Colorado 80910

## **ADVISORY BOARD MINUTES**

September 20, 2017

12:30 p.m.

**MEMBERS PRESENT:** Mr. Robert Todd, Manitou Springs  
Mr. Tom McDonald, Building A or B Contractor  
Mr. Vince Colarelli, Citizen-at-Large  
Mr. Jim Nakai, Architect  
Mr. Edward Pine, Building A, B or C Contractor  
Mr. Chris Quinn, Green Mountain Falls  
Mr. Richard Applegate, Fountain  
Mr. Dennis Murphy, Monument

**MEMBERS ABSENT:** Mr. Darin Tiffany, Engineer  
Mr. David Wilson, Palmer Lake

**OTHERS PRESENT:** Mr. Roger Lovell, Regional Building Official  
Mr. Todd Welch, Regional Building Counsel  
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 12:31 p.m.

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

##### **a) Careers in Construction**

Joe Loidolt and John Bissett appeared, and Mr. Bissett stated this program is for students in high school, and the purpose is to teach them a trade in the construction industry. He stated this program was formed in 2015 by the Housing and Building Association (HBA). He said the National Association of Home Builders has an entity called the Home Building Institute, and they have a curriculum for a pre-apprenticeship program in the construction trades. Mr. Bissett stated they are concentrating on carpentry, electrical, plumbing and HVAC. He stated District 2 began the program at Sierra in September 2015, and currently The Career Readiness Academy, Falcon District 49, Atlas Preparatory Charter School, District 11, and Widefield District 3 are participating in this program. He stated the HBA has solicited donations from their suppliers, and RBD has a voluntary permit fee program wherein people can opt in or opt out of the program that helps to fund it. Mr. Bissett said 75% to 80% of builders are electing to do this, and they are raising \$7,000 to \$8,000 per month for this program in voluntary contributions. He stated they currently have 350 kids participating in this programs in the participating

schools. He stated they are teaching the students how to build a house.

b) 2018 Budget

Roger Lovell stated the Budget revenue amounts to \$14,523,000, which represents a decrease of \$1,358,429 from the Fiscal Year 2017 Amended Budget. He said a substantial portion of the increase in 2017 was due to a catastrophic hailstorm in mid-2016; and the Fiscal Year 2018 Budget does not represent any natural disasters, but does anticipate continued strong growth in the commercial and residential sector.

Mr. Lovell stated 2017 was a successful year with completion of a number of initiatives, including continued support of the HBA Cares Workforce Development Program, the Mech IV Training Program, the Security Creek Letter of Map Revision (LOMR), as well as expansion of electronic plan review, electronic expansions utilizing technology purchased in 2016, as well as increased IT security and data redundancy improvements.

Mr. Lovell stated this Budget employs programs and activities aimed at maintaining or reducing future operating costs while taking advantage of revenue producing opportunities, i.e. continued support of the Elderly Re-Roof Assistance Program, the Carbon Monoxide Training Program, funding for an additional Letter of Map Revision in the Monument Creek watershed, continued expansion and development of internal software for potential use within partnering jurisdictions with the goal of increased regional efficiency for both governmental members and citizens, continued focus on service level improvements through the use of technology and best management practices, and enhanced focus on management level practices and department organization with the intention of providing results in a “better, faster, cheaper” manner.

Mr. Lovell stated this Budget anticipates the construction of 3400 new homes in 2018, which is comparable to the volume in 2017. He stated commercial construction is expected to remain strong and close to the same level as 2017. He stated RBD does not intend to add additional staff in 2018; therefore this Budget provides for 105 full-time positions which, based on projections, will be adequate to maintain or exceed current service levels.

Mr. Lovell stated this Budget does not propose any fee increases in 2018, while continuing to invest in community improvement activities, facility improvements, and activities anticipated to reduce operating expenses and improve revenue through increased and enhanced services. He stated with this Budget, RBD will not produce an increase in the fund balance in 2018.

A motion was made by Vince Colarelli to **APPROVE** the 2018 Budget, seconded by Edward Pine; the motion carried unanimously.

## 2. **CONSIDERATION OF THE AUGUST 16, 2017 MINUTES**

A motion was made by Edward Pine to **APPROVE** the August 16, 2017 Advisory Board Minutes as written, seconded by Dennis Murphy; the motion carried unanimously.

## 3. **BUILDING OFFICIAL REPORTS**

### a) Financial Statement

Roger Lovell presented the financial statement for the month of August 2017. He said the current operating balance is \$10,382,738, with a budget of \$15,881,429. He said the cash balance is 65.37 as a percent of budget. Mr. Lovell said the current month revenue was \$1,341,398, and the year-to-date revenue was \$11,253,525. He said the expenditures were \$1,108,546, which resulted in a gain of \$232,852, for the month of August; and expenditures year-to-date were \$9,140,795, which resulted in a gain of \$2,112,730 for the year. He stated RBD gave discounts in the amount of \$156,184 in August for the Valuation Based Permit Fee Program, implemented on April 1<sup>st</sup>, and \$803,667 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 \$22,825 in August, and \$164,175 year-to-date.

### b) Building Report

Mindy Stuemke presented the Building Report for the month of August 2017. She said there were 335 single-family houses permitted in August, which is 1.76 percent less than this time last year; and 44 commercial building permits, which is 10.00 percent more than the previous year. She said the total valuation of permits issued in August was \$265,469,792, which is 2.16 percent less than this same time last year; and the total valuation of permits issued to date in 2017 is \$2,157,697,910, which is an increase of 19.52 percent over this same time last year. Ms. Stuemke said there were four permits in August with a valuation over \$3 million. She said there have been 200 single family home permits to date in September. She said the Front Counter staff is seeing 120 walk through customers per day, and the Licensing staff is seeing 30 to 40 customers per day. Ms. Stuemke said the phone volume is averaging approximately 450 calls per day, and the Licensing staff is receiving approximately 50 calls per day. She said customers are waiting two to five minutes.

c) Plan Report

Jay Eenhuis presented the Plan Report for the month of August 2017. He said there were 357 single family plans, which is an increase of 7 percent compared to August 2016; 65 new commercial plans, which is an increase of 171 percent; and a total of 918 plans, which is an increase of 24 percent compared to August 2016. He stated there were 90 Commercial Plans submitted electronically in August 2017, or a 36 percent increase compared to August 2016; and 100 Residential Plans submitted electronically, which is an increase of 30 percent; for a total of 2,498 E-Plans in August 2017, a 12 percent increase from August 2016. Year to date, approximately 42 percent of all plans submitted have been submitted electronically. Mr. Eenhuis stated the Plan Review Department performed 972 Solo Reviews in August, and 2,562 Walk-through reviews, for a total of 3,534 logged reviews for August 2017, and 25,015 total reviews year-to-date, which is an increase of 11 percent from the previous year.

d) Inspection Report

John Welton presented the Inspection Report for the month of August 2017. He said the inspectors in all departments did a total of 26,612 inspections in August, with a total of 51 inspectors. He said each inspector averaged 22 inspections per day, and the average time per inspection was 16.7 minutes.

**4. UNFINISHED BUSINESS**

Roger Lovell stated RBD is commencing the ADA parking lot modifications at the Pikes Peak Regional Development Center next week, and it is anticipated that it will be completed in eight weeks.

The meeting adjourned at 1:37 p.m.

Respectfully submitted,

Roger N. Lovell  
Regional Building Official

RNL/llg