

Pikes Peak Regional Building Department

2880 International Circle
Colorado Springs, Colorado 80910

REGIONAL BUILDING COMMISSION MINUTES

June 27, 2018

3:00 p.m.

MEMBERS PRESENT: Chairman Tyler Stevens, Green Mountain Falls Trustee
Mark Waller, El Paso County Commissioner
Tom Strand, Colorado Springs City Council

MEMBERS ABSENT:

OTHERS PRESENT: Roger Lovell, Regional Building Official
Virginia Koulchitzka, Regional Building Counsel
Jay Eenhuis, Deputy Building Official - Plans
John Welton, Deputy Building Official – Inspections
Ryan Johanson, Director of Finance
Mindy Stuemke, Front Counter Supervisor
Linda Gardner, Executive Administrative Assistant

PROCEEDINGS:

Chairman Tyler Stevens called the meeting to order at 3:00 p.m.

1. CONSIDERATION OF MAY 23, 2018 MINUTES

A motion was made by Tom Strand to **APPROVE** the May 23, 2018 Building Commission Minutes as written, seconded by Tyler Stevens; the motion carried unanimously.

2. NEW BUSINESS

- a) Housing & Building Association of Colorado Springs (HBA) Careers in Construction Report

Todd Anderson with HBA, appeared and stated Careers in Construction (“CIC”) was a program organized by the Housing & Building Association (“HBA”) to help connect young people to the construction trades. He stated the construction industry was one of the trades that you could make a living wage and have a great career for the rest of your life, without the expense of going to college. He stated they were also offering internship and apprentice opportunities by connecting employers within the industry and helping to engage the businesses in supporting that relationship. Mr. Anderson stated CIC utilized the Homebuilder Institute Curriculum, which was a nationally recognized curriculum. He stated this curriculum provides certification that these young people could use to develop a skill or a trade.

Mr. Anderson stated in 2017-18 they had four school districts, seven schools, 430 students were enrolled, and they gave out 241 certificates to 176 students. He stated this year they would have 500 students in ten high schools, and he anticipated that they would give 175 to 275 certificates. He stated George Hess was the founder of this program on behalf of the HBA. Mr. Anderson stated the Building Futures Fund was a voluntary donation program through RBD's permitting process, i.e. \$25 per house or \$50 on commercial projects, which contractors elect to pay, and it had been instrumental in funding this program. As a result, he stated RBD was a great partner last year, and that helped the program earn a grant from the State. Roger Lovell stated the revenue that was generated by the Building Futures Fund averaged \$9,000 to \$10,000 per month. He said RBD also budgeted and contributed \$70,000 in 2017 for this program.

Mr. Anderson stated the "Home Build Projects" would give the students hands on experience in building a house. He stated there were three schools in this community that were ready to build during the 2018-2019 school year. He stated the Home Build Committee was currently working on the plans and budget for the "Home Build Projects" in the three schools and appreciated RBD staff's involvement in this regard.

b) 2017 Audit Report

Ryan Johanson stated RBD had expanded its audit report with the hope of receiving an award for this year's audit.

David Green with Green & Associates, LLC appeared and stated that management is responsible for the preparation and presentation of the financial statements. The auditor is responsible to express an opinion based on the audit.

Mr. Green stated it was his opinion that RBD's financial statements were presented fairly, in all material respects. He stated the respective financial position of the business-type activities of the Pikes Peak Regional Building Department as of December 31, 2017 and 2016, reflect the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with generally accepted accounting principles in the United States.

Mr. Green stated the procedures were being implemented properly and the audit ran smoothly.

3. PUBLIC COMMENT

There were no Public Comments to discuss.

4. **ADVISORY BOARD REPORT**

Jina Koultchitzka appeared and gave the Advisory Board Report.

5. **BUILDING OFFICIAL REPORTS**

a) Financial Statement

Ryan Johanson presented the financial statement for the month of May 2018. He said the current operating cash balance was \$10,205,884. He said the cash balance was 70% as a percent of budget. Mr. Johanson said the current month revenue was \$1,707,001, and the year-to-date revenue was \$6,858,922. He said the expenditures were \$1,089,189, which resulted in a gain of \$617,812 for the month of May, and the year-to-date expenditures were \$6,221,959, which resulted in a year-to-date gain of \$636,966. Mr. Johanson stated the Licensing Rewards Program had been very successful, and RBD gave discounts for license renewals in the amount of \$102,100 in May, and \$144,405 year-to-date. He stated RBD would be presenting an amended budget next month due primarily to the addition of staff to cover the additional workload. Roger Lovell stated RBD may have to employ an additional 25 people to cover the workload.

b) Building Report

Mindy Stuemke presented the Building Report for the month of May 2018. She said there were 478 single-family houses permitted in May, which was 35.41 percent more than this time last year; and 52 commercial building permits. She stated there were 23 apartment buildings permitted in May for a total of 426 apartment units. Ms. Stuemke said the total valuation of permits issued in May was \$356,188,587, which was 3.32 percent less than this same time last year; and the total valuation of permits issued to date in 2018 was \$1,304,735,153, which was an increase of 5.96 percent over this same time last year. She said in addition to the apartment buildings, there were 4 permits in May with a valuation over \$3 million. She stated the front counter was averaging 370 phone calls per day and 112 walk-in customers per day. Ms. Stuemke said there have been 326 single-family home permits to date in June. She introduced Matt Matzen, who would be taking her position as Permit Supervisor when she retires in August. Roger Lovell stated Ms. Stuemke had been a pleasure to work with for the past 16 years.

c) Plan Review Report

Jay Eenhuis presented the Plan Review Report for the month of May 2018. He said there were 453 single-family plans, which was a 42 percent increase from May 2017; 56 new commercial plans, which was an increase of 180 percent; and a total of 1,126 plans for the month of May, which was an increase of 46 percent compared to May 2017. Year to date,

4,475 plans were submitted, an increase of 31 percent from the first five months of 2017. He stated there were 94 Commercial Plans submitted electronically in May 2018, or a 40 percent increase compared to May 2017; and 145 Residential Plans submitted electronically, which was an increase of 46 percent; for a total of 505 E-Plans in May 2018, a 47 percent increase from May 2017. Year to date, approximately 45 percent of all plans submitted had been submitted electronically. Mr. Eenhuis stated the Plan Review Department performed 1,245 Solo Reviews in May, and 2,651 Walk-through reviews, for a total of 3,896 logged reviews for May 2018, and 17,576 logged reviews year-to-date, which was an increase of 19 percent from the previous year.

d) Inspection Report

John Welton presented the Inspection Report for the month of May 2018. He said the inspectors in all departments did a total of 25,346 inspections in May, with a total of 53 field inspectors. He said each inspector averaged 21.4 inspections per day, and the average time per inspection was 16.4 minutes. Mr. Welton stated RBD had hired two new inspectors, but still had a number of openings in the building, roofing, mechanical, electrical and plumbing departments. He stated our jurisdiction received a large hail storm earlier this month with 1½” to 3” hail. He stated this was the largest hail that had hit this area in an overnight storm in 23 years. He stated to date, RBD had issued 1,032 roofing permits since the hailstorm two weeks ago.

Mr. Welton stated RBD had its first open house earlier in June. He stated the attendance was very good, and a very good learning experience for RBD staff and those people in attendance. He stated RBD offered an RBD 101 Class, and classes for Small Businesses, Realtors, Homeowners, a Code Update Class, and a class on how to use RBD’s Website.

6 UNFINISHED BUSINESS

There was no Unfinished Business to Discuss.

7. FUTURE AGENDA ITEM REQUESTS

a) Future Regular Session Request for August 22, 2018: Alternate Commission member(s).

Jina Koulchitzka stated she would not be in attendance for the July Building Commission meeting, and she would like to present this item at the August 22nd Building Commission meeting. She stated the Building Commission was the only RBD body that did not have a policy regarding alternate commission members, and RBD would like to discuss this issue with the Commission and possible solutions at the August meeting.

b) Future Executive Session Request for August 22, 2018. Pursuant to C.R.S.24-6-402(4)(b) and (f)(l), the attorney for Pikes Peak Regional Building Department was requesting an

Executive Session with the Regional Building Commission during a special meeting on August 22, 2018, regarding personnel matter relating to the Regional Building Official's review and evaluation by the Commission.

- c) Future Regular Session Request for September 26, 2018: Resolution concerning Regional Building Official's salary.

Tom Strand made a motion to add Items 7 a, b and c to the August 22, 2018 Building Commission Agenda, and September 26, 2018 Building Commission Agenda, if needed, respectively, seconded by Mark Waller; the motion carried unanimously.

8. EXECUTIVE SESSION REQUESTS

There were no Executive Session Requests, except the future request for an executive session, as addressed above.

The meeting adjourned at 4:14 p.m.

Respectfully submitted,

Roger N. Lovell
Regional Building Official

RNL/llg