

Pikes Peak Regional Building Department

2880 International Circle
Colorado Springs, Colorado 80910

ADVISORY BOARD MINUTES

October 20, 2021

12:30 p.m.

MEMBERS PRESENT: Chair Darin Tiffany, Engineer
Vice Chair Richard Applegate, City of Fountain
Jeff Finn, Citizen-at-Large
Christine Riggs, Architect
Loren Moreland, Building A, B or C Contractor
Kelly Elliott, Town of Monument

MEMBERS ABSENT: Vince Colarelli, Building A or B Contractor
John Graham, City of Manitou Springs
Chris Quinn, Green Mountain Falls
David Wilson, Town of Palmer Lake

OTHERS PRESENT: Roger Lovell, Regional Building Official
Virginia Koulchitzka, Regional Building Counsel
Jay Eenhuis, Deputy Building Official – Plans
John Welton, Deputy Building Official - Inspections
Erin Garcia, Director of Finance
Matt Matzen, Permit Supervisor
Linda Gardner, Executive Administrative Assistant

The Advisory Board meeting was conducted in a hybrid form, allowing Committee 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 via a program called Microsoft Teams live events, which is accessible via Pikes Peak Regional Building Department's website Boards & Committees' page at: <https://www.pprbd.org/Information/Boards>.

1. CALL TO ORDER

Chair Darin Tiffany called the meeting to order at 12:32 p.m.

2. CONSIDERATION OF THE SEPTEMBER 15, 2021 ADVISORY BOARD MINUTES

A motion was made by Christine Riggs to **APPROVE** the September 15, 2021 Advisory Board Minutes as written, seconded by Jeff Finn; the motion carried unanimously.

3. NEW BUSINESS

- a) Colorado Springs Chamber & EDC Presentation by Dirk Draper.

Dirk Draper appeared with Rachel Beck, Vice President for Government Affairs for the Colorado Springs Chamber and EDC. Mr. Draper stated he is retiring at year-end, and thanked Roger Lovell and the Pikes Peak Regional Building Department for their support for many years. He stated government affairs public policy is one of four missionaries that they have in the community, in addition to economic development, defense development (U. S. Space Command and the pursuit of that mission), and member services. Ms. Beck presented an update on government affairs and their work in the upcoming election. She thanked RBD for its support in the Housing Affordability Track during the DC trip recently. Mr. Lovell extended his appreciation, on behalf of the RBD staff, to Mr. Draper for his work over the years.

- b) 2022 Board/Committee/Commission Meeting Dates.

Roger Lovell stated the proposed 2022 Advisory Board meeting schedule is included in the agenda packet for the Board members review. The 2022 Advisory Board meeting dates for 2022 will remain on the third Wednesday of each month, unless it would interfere with a national holiday. Jina Koulchitzka stated this schedule will be before the Board for adoption in January 2022, in accordance with the Colorado Sunshine Act requirements.

4. CHANGES/POSTPONEMENTS/NOTICE OF NEXT MEETING

November Advisory Board meeting date and time: Wednesday, November 17, 2021, beginning at 12:30 p.m. The meeting will be conducted in a hybrid form: in person at the Pikes Peak Regional Development Center, 2880 International Circle, Colorado Springs, Colorado 80910, Room 100-14, and virtually. Sufficient and timely instructions for public participation will be made available at: <https://www.pprbd.org/Information/Boards>.

5. PUBLIC COMMENTS ON ITEMS NOT SCHEDULED ON THE AGENDA

Public comments on items not scheduled on the agenda shall be limited to three (3) minutes.

There were no public comments.

6. BUILDING OFFICIAL REPORTS/NON ACTION ITEMS

a) Financial Statement through September 30, 2021.

Erin Garcia presented the financial statement for the month of September 2021. She said for the month of September, the operating cash balance ended at \$15,763,374 with a cash balance as a percent of budget of 79 percent. She said the monthly revenue was \$2,109,652, which year-to-date is 87 percent of budget. Ms. Garcia stated the expenditures were \$1,340,888, and year-to-date expenses were at 64 percent of budget. The net gain for September was \$768,764, and year-to-date net income is \$4,693,958.

b) Building Report through September 30, 2021.

Matt Matzen presented the Building Report for the month of September 2021. He said there were 429 single-family houses permitted in September, which was 23.94 percent less than this time last year. He stated there were 31 commercial building permits, which was an increase of 19.23 percent difference from this time last year. Mr. Matzen said the total valuation of permits issued in September for residential homes was \$165,405,770, which was 16.21 percent less than this same time last year; and year-to-date the total valuation of residential permits was \$1,504,330,738, which was an increase of 10.98 percent from this same time last year. He stated the total valuation for commercial permits was \$189,757,866 for the month, which was an increase of 865.91 percent from this same time last year. Mr. Matzen stated the total valuation year-to-date across all permits was \$3,295,676,421, which is an increase of 10.66 percent from the previous year. He said there were eight permits with a valuation over \$3 million in September.

c) Plan Report through September 30, 2021.

Jay Eenhuis presented the Plan Review Report for the month of September 2021. There were 507 single family plans, which was a decrease of 3 percent compared to September of the previous year; 129 new commercial plans, which was an increase of 291 percent; and a total of 1,891 plans for the month of September, which was an increase of 20 percent compared to September 2020. Mr. Eenhuis stated the Plan Review Department performed 5,099 solo reviews in September, and 530 walk-through reviews, for a total of 5,629 logged reviews for September 2021, which was an increase of 18 percent from the previous year.

d) Inspection Report through September 30, 2021.

John Welton presented the Inspection Report for the month of September 2021. He stated September was the busiest September in the past ten years. He said the inspectors in all departments did a total of 29,159 inspections in September, with a total of 74 field inspectors. Mr. Welton said each inspector averaged 19 inspections per day, and the average available time per inspection was 19.2 minutes.

7. **UNFINISHED BUSINESS**

a) 2022 Budget Approval (Action Item).

Mr. Lovell stated the 2022 Budget anticipates \$23,852,690 in revenue, an increase of 19.5 percent over the 2021 Budget. This balanced budget anticipates \$23,852,690 in expenses, an increase of 19.5 percent over the 2021 Budget. As submitted, this budget provides for a sustainable Building Department, increased public access and service, expansion of core Department services, and increased efficiency with no increase in fees providing a positive impact on the construction industry and communities served by the Department.

Erin Garcia stated the Advisory Board suggested an increase in the cost of living increase for RBD staff; the Department has determined that it could accommodate a cost of living increase of up to 4 percent with the proposed Budget. She stated the Advisory Board also had a question regarding the fleet vehicle expense in the 2022 Budget. She stated these costs are based on \$15,000 per vehicle replacement and RBD staff anticipates replacing 32 vehicles in 2022. 10 vehicles in 2021 will probably not be replaced due to supply issues. She stated this line item also includes \$145,000 for upgrades.

A motion was made by Jeff Finn to recommend to the Regional Building Commission **APPROVAL** of the 2022 Budget for the Pikes Peak Regional Building Department, seconded by Christine Riggs; the motion carried unanimously.

b) Resolution 2021-2 Continued Electronic Participation (Non-action Item).

Jina Koulchitzka stated during the Regional Building Commission meeting in September, the Commission reviewed Resolution 2021-2 with Department staff and approved said Resolution for continued electronic participation specific to the conduct of regular and special public meetings, including quasi-judicial matters and executive sessions of the Department, in accordance with the meeting procedures adopted pursuant to the Colorado Sunshine Act of 1972, C.R.S. § 24-6-101 *et. seq.*, to protect life safety and welfare of the employees of Pikes Peak Regional Building Department, the jurisdictions the Department serves, and the industry and communities thereof; to increase the public's participation in matters of Department business and facilitate the

ability of volunteers and elected Commissioners to fulfill their attendance and duties during times when they may not be physically present at meetings; and to humanize government and its operations.

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 REQUESTS

There were no future agenda item requests.

11. ADJOURN

The meeting adjourned at 1:29 p.m.

Respectfully submitted,



Roger N. Lovell
Regional Building Official
RNL/llg

Accommodations for the hearing impaired can be made upon request with forty-eight (48) hours' 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 PPRBD's website at <https://www.pprbd.org/Information/Boards>. Audio copies of the record may be purchased by contacting PPRBD at (719) 327-2989.