

Pikes Peak Regional Building Department

2880 International Circle
Colorado Springs, Colorado 80910

ADVISORY BOARD MEETING MINUTES

March 19, 2025 – Wednesday – 12:30 p.m.

MEMBERS PRESENT: Chair Loren Moreland, Building Contractor A, B, or C
Vince Colarelli, Building Contractor A, or B
Chris Freer, Engineer
Zachary Taylor, Architect
Mayor John Graham, City of Manitou Springs (*appeared virtually*)
Sana Abbott, Town of Monument (*appeared virtually*)

MEMBERS ABSENT: Vice Chair Jeff Finn, Citizen-at-Large
Dennis Stern, Town of Palmer Lake
John Bell, Town of Green Mountain Falls
Gordon Rick, City of Fountain

PPRBD STAFF: Roger Lovell, Regional Building Official
Virginia Koulchitzka, Regional Building Attorney
Jay Eenhuis, Deputy Building Official – Plans
John Welton, Deputy Building Official – Inspections
Erin Garcia, Director of Finance
Matt Matzen, Permit Supervisor
DeLisa Jackson, Interim Executive Administrative Assistant /
Human Resources Assistant

PROCEEDINGS:

The Advisory Board meeting was conducted in a hybrid forum, allowing Board 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 through Microsoft Town Hall. Sufficient and timely access to the public to observe the meeting was made available at: <https://www.pprbd.org/Information/Boards>.

1. CALL TO ORDER: DETERMINATION OF A QUORUM

Chair Loren Moreland called the Advisory Board meeting to order at 12:33 p.m. Quorum was not had until 1:07 p.m. when Mayor Graham joined the meeting virtually.

2. CONSIDERATION OF FEBRUARY 19, 2025, ADVISORY BOARD MEETING MINUTES

This Agenda Item was heard out of order once quorum was had.

A motion was made by Vince Colarelli to **APPROVE** the February 19, 2025, Advisory Board Meeting Minutes as written; seconded by Sana Abbott; the motion carried unanimously.

3. NEW BUSINESS

Roger Lovell presented Vince Colarelli with a plaque, acknowledging his continued and valuable volunteer position to numerous boards and projects, while serving the Board of Review, Advisory Board, and Board of Appeals during the term of 2019 – 2025. Mr. Colarelli's dedication and involvement are greatly appreciated by the Department.

Mr. Colarelli expressed his gratitude to the Department staff for having the opportunity to serve on the numerous boards and praised the Department staff for their dedication to the building industry.

4. 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.

Public Comment: The public is invited to provide oral public comment on **any item not scheduled on the agenda**. The Advisory Board will not take action on issues discussed during this general public comment period; such matters may be scheduled for further discussion or action at a later date after the Regional Building Commission is advised on the subject issue(s).

There were no public comments.

5. CHANGES/POSTPONEMENTS/NOTICE OF NEXT MEETING

The next Advisory Board meeting date and time: Wednesday, April 16, 2025, beginning at 12:30 p.m. The meeting will be conducted in a hybrid forum: In person at the Pikes Peak Regional Development Center, 2880 International Circle, Colorado Springs, Colorado 80910, Room 100-14, and virtually. Sufficient and timely access to the public to observe the meeting will be made available at: <https://www.pprbd.org/Information/Boards>.

6. BUILDING OFFICIAL REPORTS/NON-ACTION ITEMS

a) Financial Statement through February 2025

Erin Garcia presented the Financial Statement through February 28, 2025. The operating cash balance ended at \$15,608,241 with cash as a percentage of budget at 71percent. The revenue for February 2025 was \$1,103,597. Revenue for February 2025 is less than February 2024 by \$655,019; a 20 percent decrease. Year-to-date permit revenue is down 38 percent from 2024; and plan check fees are down 25 percent from 2024. Interest earnings and gain/loss on the sale assets are up \$102,295 over 2024. Expenditures for the month of February were \$1,397,938; year-to-date, expenditures are behind 2024 by \$113,166, which is a 4 percent decrease. Year-to-date, salaries and benefits are down 8 percent, including overtime which is down 93 percent. Fleet maintenance is down

\$53,335. At seventeen percent through the year, revenue is tracking at 12 percent of the budget, and expenses are tracking at 13 percent of the budget. The Department had a net loss for the month of February of \$294,342; bringing year-to-date net loss to \$391,761.

a) Building Report through February 2025

Matt Matzen presented the Building Report for the month of February 2025, with 174 single-family permits issued, a decrease of 43.87 percent compared to February 2024. New commercial permits were down 6.67 percent compared to February 2024, with a total of 14 permits issued. Year-to-date, the total valuation across all permits was \$492,987,776, down 20.22 percent compared to 2024. One permit was issued in the month of February with a valuation over \$3,000,000; which was a new condominium project with 20 total units with a valuation of \$6.1 Million.

b) Plan Report through February 2025

Jay Eenhuis presented the Plan Report for the month of February 2025. The Department received 169 new single-family plans; a decrease of 41 percent compared to February 2024. A total of 19 new commercial and multi-family plans were submitted in February 2025, a decrease of 21 percent compared to February 2024. In February 2025, 798 total plans were submitted, a decrease of 15 percent compared to February 2024. Year-to-date, 1,661 plans have been submitted, a 13 percent decrease from 2024 over the same time period.

Department review staff performed 2,600 solo reviews in February 2025, a decrease of 16 percent compared to last February. Staff performed 787 walk-through reviews; a decrease of 2 percent compared to February 2024. A total of 3,387 reviews were performed, a decrease of 13 percent compared to February 2024.

d) Inspection Report through February 2025

John Welton presented the Inspection Report for the month of February 2025. As of today, 4,915 apartment units under construction; approximately half of what was under construction a year and a half ago. In February 2025, a total of 20,325 inspections were performed with 58 field inspectors, resulting in an average daily workload per inspector of 20.7 inspections per day. The average available time for each inspection in February 2025, was 18.4 minutes per inspection.

7. UNFINISHED BUSINESS

a) Colorado Springs Chamber & EDC Job Creation Fund 2nd Presentation – Johnna Reeder Kleymeyer

Roger Lovell advised that Johnna Reeder Kleymeyer requested to withdraw the request with the

following comment provided: “After careful consideration of unintended consequences of our efforts, I respectfully request the removing of our request from the Advisory Committee’s consideration at this time.”

In addition, Virginia Koulchitzka shared comments from Councilmember Gordon Rick, who was excused from attendance. After the January meeting, Councilmember Rick met with the Fountain Economic Development Director. While she confirmed that she had a good working relationship with the Colorado Springs Chamber & EDC, she did not know anything about the Job Creation Fund. At Councilmember Rick’s request, she checked with Economic Development in Monument and Woodland Park; they responded that they did not know anything about the fund either. Using the information provided by the Chamber & EDC, Councilmember Rick briefed the Fountain City Council and the Mayor without making a recommendation. The Council determined the fund not beneficial to the City of Fountain with a resulting recommendation not to support.

8. EXECUTIVE SESSION REQUEST(S)

Pursuant to C.R.S. §§24-6-402(4)(b) and (e)(I), the attorney for Pikes Peak Regional Building Department had requested an Executive Session with the Advisory Board specific to: receiving legal advice from the attorney of Pikes Peak Regional Building Department; determining position(s) relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators specific to the Colorado Springs Chamber & EDC Job Creation Fund ask, as made during the January 29, 2025 Advisory Board meeting.

(Virginia V. Koulchitzka, Pikes Peak Regional Building Department Attorney;
Roger N. Lovell, Regional Building Official)

Ms. Koulchitzka advised due to the withdrawal of the request by Chamber & EDC, the executive session can be considered as a moot item; notwithstanding, the Board will need to dispose of it in accordance with statutory requirements: a lack of an affirmative vote of 2/3 to go into an executive session.

A motion was made by Vince Colarelli to go into **EXECUTIVE SESSION**; seconded by Chris Freer; the motion failed unanimously.

9. BOARD REPORT(S) OR COMMENT(S)

There were no Board Report(s) or Comment(s).

10. FUTURE AGENDA ITEM REQUESTS

There were no Future Agenda Item Requests.

12. ADJOURNMENT

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The Advisory Board meeting adjourned at 1:09 p.m.

Respectfully submitted,



Roger N. Lovell
Regional Building Official

RNL/daj

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