

# **Pikes Peak Regional Building Department**

2880 International Circle  
Colorado Springs, Colorado 80910

## **REGIONAL BUILDING COMMISSION MINUTES**

June 25, 2020

2:00 p.m.

**MEMBERS PRESENT:** Chair Tom Strand, Colorado Springs City Council  
Vice Chair Mark Waller, El Paso County Commissioner

**MEMBERS ABSENT:** Don Wilson, Mayor of Monument, Colorado

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

The Regional Building Commission meeting was conducted 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>.

Instructions for conducting the virtual meeting were provided.

### **1. CALL TO ORDER**

Chair Tom Strand called the meeting to order at 2:12 p.m.

### **2. CONSIDERATION OF THE MAY 28, 2020 MEETING MINUTES**

A motion was made by Mark Waller to **APPROVE** the May 28, 2020 Regional Building Meeting Minutes as written, seconded by Tom Strand; the motion carried unanimously.

### **3. CHANGES/POSTPONEMENTS/NOTICE OF NEXT MEETING**

July Regional Building Commission meeting date and time: Thursday, July 23, 2020, beginning at 2:00 p.m. The meeting will be conducted virtually. Sufficient and timely instructions for public participation will be made available at: <https://www.pprbd.org/Information/Boards>.

**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.**

There were no public comments.

**5. ADVISORY BOARD REPORT**

Jina Koulchitzka presented the Advisory Board Report.

**6. BUILDING OFFICIAL REPORTS/NON ACTION ITEMS**

a) Financial Statement through May 31, 2020

Ryan Johanson presented the financial statement for the month of May 2020. He said the operating cash balance was \$14,325,592. He said the monthly revenue was \$1,499,179; he noted year-to-date this represents 40 percent of the anticipated revenue in the Budget. Mr. Johanson stated the expenditures were \$1,289,257; and year-to-date expenses were \$6,720,405.

b) Building Report through May 31, 2020

Matt Matzen presented the Building Report for the month of May 2020. He said there were 350 detached single-family houses permitted in May, which was 19.72 percent less than this time last year. He stated there were 22 commercial building permits, which was 64.52 percent less than this time last year. Mr. Matzen said the total valuation of permits issued in May for residential homes was \$129,132,328, which was 20.80 percent less than this same time last year; and the total valuation of commercial permits issued was \$26,633,783, which was an increase of 44.98 percent over this same time last year. Mr. Matzen stated that the total valuation year-to-date across all permits was \$1,863,232,090, which is an increase of 44.02 percent. He said there were three permits with a valuation over \$3 million in May.

c) Plan Report through May 31, 2020

Jay Eenhuis presented the Plan Review Report for the month of May 2020. There were 361 single family plans, which was a decrease of 18 percent compared to May of the previous year; 69 new commercial plans, which was an increase of 116 percent; and a total of 1,383 plans for the month of May, which was an increase of 28 percent compared to May 2019. Mr. Eenhuis stated there were 323 commercial plans submitted electronically in May 2020, or a 289 percent increase compared to May 2019; and 802 residential plans submitted electronically, which was an increase of 414 percent; for a total of 1,383 e-plans in May 2020, a 220 percent increase from May 2019. Mr. Eenhuis stated the Plan Review Department performed 4,109 solo reviews in May, and zero walk-

through reviews (as RBD staff has continued to work remotely during the month of May), for a total of 4,109 logged reviews for May 2020, and 20,641 logged reviews year-to-date, which was a decrease of 6 percent from the previous year.

d) Inspection Report through May 31, 2020

John Welton presented the Inspection Report for the month of May 2020. He said the inspectors in all departments did a total of 26,428 inspections in May, with a total of 67 field inspectors. He said each inspector averaged 19.7 inspections per day, and the average available time per inspection was 18.6 minutes. Mr. Welton stated in May 2019 RBD staff performed approximately 3,500 roofing inspections due to the 2018 hail storm vs. 936 roofing inspections this year. He stated there were 1,648 inspections more this year compared to this same time last year in all departments with the exception of roofing. He stated the inspection staff is using every opportunity to complete inspections through some type of electronic format, i.e., face time and photographs, to minimize RBD staff contact with customers. RBD inspection staff is fully adhered to the Governor's order and Public Health Order on social distancing and wearing masks, gloves and full PPE when doing inspections.

**7. UNFINISHED BUSINESS**

Roger Lovell stated commencing June 1 RBD staff started a "soft" staggered return back to the office mindful of social distancing requirements while taking advantage of the technological equipment in the Department's offices to increase productivity and alleviate some stress.

Mr. Lovell stated RBD staff is continuing to monitor the pandemic and the resulting work protocols affecting when the potential opening for public interactions might be considered. He stated the requirements put in place by the State of Colorado make it difficult to bring a large workforce back to the Department. The Department anticipates new requirements from the State of Colorado and will review these requirements in relation to the Department's operations.

Mr. Lovell stated the Department staff is working with RBD's IT Department to help strengthen previous stress points in the event the pandemic gets worse and the Department should have to go back to full remote operations. He stated he is proud to say that currently the Department has yet to confirm one positive case of COVID-19 within its ranks of employment. Mr. Lovell stated his biggest responsibility is making sure that the Department maintains a healthy workforce, which will allow the Department to continue to provide essential services to the community.

**8. NEW BUSINESS**

There was no New Business.

**9. COMMISSIONER REPORT(S) OR COMMENT(S)**

Mark Waller gave a brief COVID-19 summary from the County's standpoint. He stated the County Attorney is working with the HBA in an effort to go forth with the 2020 Parade of Homes in our community.

Chair Strand stated the Colorado Springs City Council recently passed an ordinance establishing a Law Enforcement Commission. The idea is to work with the Colorado Springs Police Department on cooperation and transparency with regard to training and use of force. He stated the City Council also has a meeting scheduled with City Utilities to review a program regarding a 10-year energy plan.

**10. FUTURE AGENDA ITEM REQUESTS**

There were no Future Agenda Item Requests.

**11. EXECUTIVE SESSION REQUESTS**

There were Executive Session Requests.

**12. ADJOURN**

The meeting adjourned at 3:00 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.

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.