

# Pikes Peak Regional Building Department

2880 International Circle  
Colorado Springs, Colorado 80910

## ADVISORY BOARD MINUTES

February 15, 2023

12:30 p.m.

**MEMBERS PRESENT:** Chair Loren Moreland, Building A, B or C Contractor  
Vice Chair Vince Colarelli, Building A or B Contractor  
Christine Riggs, Architect  
Christopher Freer, Engineer  
John Graham, City of Manitou Springs (*Joined the Meeting Late*)  
Dennis Stern, Town of Palmer Lake

**MEMBERS ABSENT:** Jeff Finn, Citizen-at-Large  
Richard Applegate, City of Fountain  
Sana Abbott, Town of Monument (*Attended Virtually*)  
Katharine Guthrie, Town of Green Mountain Falls

**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  
Matthew Matzen, Permit/Licensing 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: DETERMINATION OF A QUORUM**

Chair Loren Moreland called the meeting to order at 12:35 p.m.

### 2. **CONSIDERATION OF THE JANUARY 18, 2023 ADVISORY BOARD MINUTES**

A motion was made by Vince Colarelli to **APPROVE** the January 18, 2023 Advisory Board Meeting Minutes as written, seconded by Christine Riggs; the motion carried unanimously.

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

March Advisory Board meeting date and time: Wednesday, March 15, 2023, 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>.

### 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.**

### 5. **BUILDING OFFICIAL REPORTS/NON-ACTION ITEMS**

#### a) Financial Statement through January 31, 2023.

Erin Garcia presented the financial statement for the month of January 2023. She said for the month of January, the operating cash balance ended at \$14,180,794 with a cash balance as a percent of budget of 63 percent. She said the monthly revenue was \$1,226,603, which year-to-date is 5 percent of budget. Ms. Garcia stated the expenditures were \$1,236,267, and year-to-date expenses were at 5 percent of budget. The net loss for January and year-to-date were \$9,664.

#### b) Building Report through January 31, 2023.

Matthew Matzen presented the Building Report for the month of January 2023. He said there were 154 single-family houses permitted in January, which was 62.62 percent less than this time last year. He stated there were 32 commercial building permits, which was a decrease of 46.67 percent from this time last year. Mr. Matzen said the total valuation of permits issued in January for residential homes was \$62,055,406, which was a decrease of 57.60 percent from this same time last year. He stated the total valuation for commercial permits was \$65,151,324 for the month, which was a decrease of 62.18 percent from this same time last year. Mr. Matzen stated the total valuation year-to-date across all permits was \$201,959,209, which is a decrease of 51.66 percent from the previous year. He said there were three permits with a valuation over \$3 million in January.

c) Plan Report through January 31, 2023.

Jay Eenhuis presented the Plan Review Report for the month of January 2023. There were 194 single family plans, which was a decrease of 53 percent compared to January of the previous year; 118 new commercial plans, which was an increase of 87 percent; and a total of 1,175 plans for the month of January and year-to-date, which was a decrease of 20 percent compared to January 2022. Mr. Eenhuis said the Plan Review Department performed 3,517 solo reviews in January, and 634 walk-through reviews, for a total of 4,151 logged reviews for January 2023, which was a decrease of 26 percent from the previous year.

d) Inspection Report through January 31, 2023.

John Welton presented the Inspection Report for the month of January 2023. He said the inspectors in all departments did a total of 22,659 inspections in January, with a total of 71 field inspectors. Mr. Welton said each inspector averaged 15.5 inspections per day, and the average available time per inspection was 24.8 minutes.

**6. UNFINISHED BUSINESS**

Roger Lovell introduced Dennis Stern, our new Advisory Board member representing the Town of Palmer Lake.

a) Code Adoption Update.

Roger Lovell stated the Department has presented the Code to the City of Colorado Springs Planning Commission, as well as a Work Session with the City Council for Colorado Springs. RBD staff will be presenting the Code to the City of Fountain on March 14<sup>th</sup>, and Manitou Springs on February 28<sup>th</sup>, and RBD staff is currently working with the other jurisdictions to schedule presentations with those entities. Mr. Lovell stated everything is on track and RBD staff does not have any reason for concern regarding the adoption process at this point.

Mr. Lovell stated RBD staff will give a GIS System presentation during the March 15, 2023 Advisory Board meeting.

b) State Paid FAMILI Program Update.

Virginia Koulchitzka stated the Department submitted the required documentation to the State FAMILI Division on June 30, 2022, opting out of participation in the FAMILI program; the submittal included all required supporting documentation. It was not until January 24, 2023, that the FAMILI Division communicated to the Department that it is the Division's assessment that the Department does not meet the qualifications for a local

government employer of the State of Colorado, and therefore the Department would be required to register as a private sector employer and be responsible for submitting wage data and paying premiums to the Division once a quarter. On February 2, 2023, the Department submitted an appeal to the State FAMLI Division claiming that the Department is a local government and also a political subdivision of the State. The appeal requested a final decision from the State no later than February 16, 2023, so if necessary, the Department may further and timely appeal the State's finding(s). Notwithstanding, only a day later, on February 3, 2023, the State responded with a finding that the Department is a local government and a political subdivision of the State, and the State will honor the "opt out" of the FAMLI program.

**7. NEW BUSINESS**

There was no new business.

**8. EXECUTIVE SESSION REQUEST(S)**

There were no executive session requests.

**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 12:56 p.m.

Respectfully submitted,



Roger N. Lovell  
Regional Building Official  
RNL/llg

Pikes Peak Regional Building Department  
Advisory Board Meeting Minutes  
February 15, 2023  
Page 5

Accommodations for the hearing impaired can be made upon request with forty-eight (48) hours' notice. Please call (719) 327-2989.

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