

Pikes Peak Regional Building Department

2880 International Circle
Colorado Springs, Colorado 80910

ADVISORY BOARD MINUTES

June 21, 2023 – Wednesday – 12:30 p.m.

MEMBERS PRESENT: Chair Loren Moreland, Building A, B or C Contractor
Jeff Finn, Citizen-at-Large
Christine Riggs, Architect
Dennis Stern, Town of Palmer Lake
Christopher Freer, Engineer
Richard Applegate, City of Fountain
John Graham, City of Manitou Springs
Katharine Guthrie, Town of Green Mountain Falls

MEMBERS ABSENT: Vice Chair Vince Colarelli, Building A or B Contractor
Sana Abbott, Town of Monument

RBD STAFF PRESENT: Roger Lovell, Regional Building Official
Virginia Koulchitzka, Regional Building Official
John Welton, Deputy Building Official – Inspections
Erin Garcia, Director of Finance
Matthew Matzen, Permit/Licensing Supervisor
Doug Fanning, IT Manager
Greg Dingrando, Public Information Officer
Gina LaCascia, 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 12:30 p.m.

2. CONSIDERATION OF THE MAY 17, 2023 ADVISORY BOARD MINUTES

A motion was made by Christine Riggs to **APPROVE** the May 17, 2023 Advisory Board Minutes as written; seconded by John Graham; the motion carried unanimously.

3. NEW BUSINESS

There was no new business.

4. CHANGES/POSTPONEMENTS/NOTICE OF NEXT MEETING

July Advisory Board meeting date and time: Wednesday, July 19, 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>.

5. PUBLIC COMMENTS ON ITEMS NOT SCHEDULED ON THE AGENDA

There were no public comments.

6. BUILDING OFFICIAL REPORTS/NON-ACTION ITEMS

a) Financial Statement through May 31, 2023.

Erin Garcia presented the financial statement for the month of May 2023, stating the operating cash balance ended at \$14,493,675 with a cash as a percentage of budget of 64 percent. The revenue for May was \$1,952,337; a 14 percent decrease over the same time period in 2022; expenditures were \$1,394,037, which have remained 4 percent over the same first five months of 2022. Ms. Garcia added at 42 percent through this year, the Department's revenue is tracking at 35 percent of the budget, and the expenses are tracking at 38 percent; with the net income for the month of May of \$558,300, bringing the year-to-date net loss to \$694,312.

Jeffrey Finn asked how the Department was dealing with the ongoing budget for the building's operational funding. Roger Lovell responded that the Common Area Maintenance ("CAM") Committee is conducting a capital reserve study to determine what the operating needs are moving forward, which include, but are not limited to, certain state mandates. A discussion was had specific to the proposed Regulation 28 and its certain energy requirements, which need to be met by 2026 and 2030, accordingly, and which will have a significant impact on the operation(s) of the building as it relates to expenses. The reserve study, once completed, will assist in developing an actual budget. Mr. Lovell stated the Department's proportionate share thereof will be reflected in the Department's 2024 budget.

b) Building Report through May 31, 2023.

Matthew Matzen presented the Building Report for the month of May 2023, stating there were 290 single-family homes permitted, which was down 25.26 percent with an overall

valuation of \$106,065,753, down 29.64 percent. He stated there were a total of 42 permits issued for commercial projects, which is up 16.67 percent with a valuation of \$70,768,264; down 59.73 percent. The overall valuation year-to-date across all permits was \$1,432,194,317, down 24.93 percent. Mr. Matzen finished his report by stating there were 8 total projects with valuations over \$3 million for the month of May.

c) Plan Report through May 31, 2023.

On behalf of Jay Eenhuis, John Welton presented the Plan Review Report for the month of May 2023. He stated there were 358 new single-family plans submitted, which was a decrease of 14 percent compared to last May. Year-to-date, the Department has seen a decrease of 40 percent compared to the year before. There were 102 new commercial and multi-family plans submitted, which is an increase of 149 percent compared to May of last year; bringing the year-to-date to 66 percent higher than the same timeframe from last year.

Mr. Welton further stated a total of 1545 plans were submitted in May, which is a 9 percent increase over May of last year and an overall 11 percent decrease from the same time period of the previous five months of last year.

There were a total of 3,863 solo reviews, which is a 19 percent decrease from May of last year and a 17 percent decrease for the first five months of last year. The walk-through reviews totaled 784, which was a 26 percent increase over last May, and a 25 percent increase, year-to-date. The total logged reviews for the month of May were 4,647, which was a 14 percent decrease over last May and a 13 percent decrease over the same time period of last year.

Mr. Welton stated that the Department is staffed adequately and holding steady with the number of reviewers in all departments consistent with the current workload. He further stated that the Department's triage queue currently is at 170 plans. with 230 plans in the construction queue. Mr. Welton finished by saying there has been an increase in walk-throughs.

d) Inspection Report through May 31, 2023.

John Welton presented the Inspection Report for the month of May 2023, stating that the Department performed a total of 24,458 inspections, with 68 fulltime field inspectors, which allows for an average daily workload per inspector of 16.1 inspections per day with an available amount of time of 24.4 minutes per inspection. He finished by stating that there were many residential electrical and plumbing inspections throughout May due to a great deal of apartment projects meeting the rough inspection dates, which includes a total of 9,894 open apartment units within the Department's jurisdiction.

7. UNFINISHED BUSINESS

GIS update.

Doug Fanning, the Department's IT Manager, provided an introduction and a hands-on presentation of the Department's new Geographic Information System ("GIS") program, which can be accessed from the Department's website. Mr. Fanning advised that the program is available to anyone with an internet connection, and enables the user to search building projects and permits throughout the Department's jurisdiction. He demonstrated how a user can navigate the program to obtain the desired information from single-family home permits to commercial projects. Further, Mr. Fanning shared with the Board the different available options to the users' preference and specific inquiry, as well as criteria. More importantly, Mr. Fanning added that all data within the GIS is updated on a daily basis.

Mr. Lovell added that the Department is also working on adding a "Plan" module to the GIS system, which will enable users to quickly locate plans geographically in order to research projects throughout the jurisdiction(s). The future Plan module will provide basic plan information without the user being required to know the specific address. He said the future plan module will also allow users to sort results by fire districts, water districts, school districts, and much more within the Department's jurisdiction.

Greg Dingrando, the Department's Public Information Officer, spoke about the GIS program being a valuable tool for local municipalities and anyone in the real estate, construction or banking industry. He plans on having tutorial classes available in the near future to increase awareness of the GIS program.

8. EXECUTIVE SESSION REQUEST(S)

There were no executive session requests.

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

Christine Riggs stated she has been confirmed on the Colorado State Board for licensing of architects, engineers, and land surveyors. She said that the Board will have a monthly meeting but does not foresee any scheduling conflicts with the Advisory Board. Ms. Riggs indicated she will have information to share from the new Board that is not confidential, but with regard to licensing changes and anything that can assist with the building industry.

10. FUTURE AGENDA ITEM REQUESTS

There were no future agenda item requests.

11. **ADJOURN**

The meeting adjourned at 1:13 p.m.

Respectfully submitted,



Roger N. Lovell
Regional Building Official

RNL/gml

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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