

# **Pikes Peak Regional Building Department**

2880 International Circle  
Colorado Springs, Colorado 80910

## **ADVISORY BOARD MINUTES**

July 19, 2023 – Wednesday – 12:30 p.m.

**MEMBERS PRESENT:** Chair Loren Moreland, Building A, B or C Contractor  
Christine Riggs, Architect  
Christopher Freer, Engineer  
John Graham, City of Manitou Springs  
Sana Abbott, Town of Monument

**MEMBERS ABSENT:** Jeff Finn, Citizen-at-Large  
Vince Colarelli, Building A or B Contractor  
Richard Applegate, City of Fountain  
Dennis Stern, Town of Palmer Lake  
Katharine Guthrie, Town of Green Mountain Falls

**RBD STAFF PRESENT:** 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  
Matthew Matzen, Permit/Licensing Supervisor  
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 12:32 p.m.

### **2. CONSIDERATION OF THE JUNE 21, 2023 ADVISORY BOARD MINUTES**

Consideration of the June 21, 2023 Advisory Board Minutes was administratively continued to the next Advisory Board meeting of August 16, 2023 due to lack of a quorum.

### 3. **NEW BUSINESS**

#### a) 2022 Audited Financial Statement

Steve Hochstetter, of Stockman Kast Ryan + Company LLP, appeared virtually and presented the Independent Auditors' Reports, Financial Statements and Supplemental Information, for the Year Ending December 31, 2022.

Mr. Hochstetter gave a summary of the report(s), stating that the Department's total revenue decreased by \$1,423,292 for 2022 due to a decrease in the number of permits and fees collected by the Department. He stated that the total expenditures also decreased by \$1,560,327 for 2022 due to a decrease of pension expenses and capital expenditures. For 2022, the Department's net position increased by \$4,386,373 to \$26,398,865 due to higher revenue than expenses and the change in the Department's pension expenses, calculated as required by GASB 68.

Mr. Hochstetter finished his summary by saying that the audit went well. He and his team did not encounter any disagreements with the Department's management team during their audit. Mr. Hochstetter issued an unqualified opinion for the Department's 2022 Financial Statement(s). An unqualified opinion is also known as a clean report and the highest opinion issued by independent auditors. It is the opinion and findings of Stockman Kast Ryan + Company that the Department's financial records and statements are fairly and accurately presented without any shortcomings or misstatements.

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

August Advisory Board meeting date and time: Wednesday, August 16, 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 June 30, 2023.

Erin Garcia presented the financial statement for the month of June 2023, stating the operating cash balance ended at \$14,588,640 with a cash as a percentage of budget of 64 percent.

The revenue for June was \$2,009,361, a 15 percent decrease over the same time in 2022; expenditures were \$1,376,717, up 3 percent over the same time period in 2022.

Mrs. Garcia added that halfway through this year, the Department's revenue is tracking at 44 percent of budget, and the expenses are tracking at 44 percent as well, with the net income for the month of June at \$632,644, bringing the year-to-date net loss to \$63,379.

b) Building Report through June 30, 2023.

Matthew Matzen presented the Building Report for the month of June 2023, stating there were 578 single-family homes permitted, an increase of 31.07 percent over the same time last year, which is also the largest permit totals since August of 2005. The total valuation of these permits was \$201,877,225, up 9.28 percent. He stated for June 2023, commercial, including multi-family projects, totaled 30 permits, down 16.67 percent from the same time last year, with a valuation of \$92,471,566, which was down 33.31 percent from June of last year. The total valuation year-to date across all permits was \$1,817,711,209, down 22.06 percent over the same time in 2022. Mr. Matzen finished his report by stating there were four projects with valuations over \$3 million in the month of June.

c) Plan Report through June 30, 2023.

Jay Eenhuis presented the Plan Review Report for the month of June 2023. He stated 554 new single-family plans were submitted, which was up by 29 percent compared to last June. There were 130 new commercial and multi-family plans submitted, which is an increase of 141 percent compared to June of last year. For June of 2023, a total of 1,845 plans were submitted, an increase of 15 percent over the same time last year.

Mr. Eenhuis stated that year-to-date 7,669 plans have been submitted, a decrease of 10 percent over the same time last year. There were 459 commercial plans, to include multi-family and alterations submitted electronically in June of 2023, which is up 88 percent compared to last June; 914 residential plans were submitted electronically in June, up 29 percent compared to June of 2022. In June 2023 a total of 1,721 plans were submitted electronically, which is up 36 percent compared to June of 2022, and this results in 93 percent of electronic submittals in the month of June. Year-to-date, 84 percent of plans have been submitted electronically.

Regarding logged reviews by plan review staff, there were 4,612 solo reviews in June, down 14 percent compared to last June; 985 walk-throughs performed, up 40 percent from last June; with a total number of reviews for the month of June at 5,597, which is down 7 percent from this time last year. Year-to-date, the Department has conducted 29,042 total reviews, an increase of 11 percent over the same time last year.

- d) Inspection Report through June 30, 2023.

John Welton presented the Inspection Report for the month of June 2023, stating that the Department performed a total of 24,670 inspections across all inspection disciplines, with 67 fulltime field inspectors, which allows for an average daily workload per inspector of 16.6 inspections per day with an available amount of time of 22.8 minutes per inspection.

**7. UNFINISHED BUSINESS**

There was no unfinished business.

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

There were no executive session requests.

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

There were no reports or comments by the Board.

**10. FUTURE AGENDA ITEM REQUESTS**

There were no future agenda item requests.

**11. ADJOURN**

The Advisory Board meeting adjourned at 1:11 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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