

Pikes Peak Regional Building Department

2880 International Circle
Colorado Springs, Colorado 80910

ADVISORY BOARD MINUTES

July 17, 2019

12:30 p.m.

MEMBERS PRESENT: Chairman Darin Tiffany, Engineer
Jim Nakai, Architect
Edward Pine, Building A, B or C Contractor
Jeff Finn, Citizen-at-Large
Richard Applegate, City of Fountain
Chris Quinn, Town of Green Mountain Falls
Kelly Elliott, Town of Monument

MEMBERS ABSENT: Vince Colarelli, Building A or B Contractor
Robert Todd, City of Manitou Springs
David Wilson, Town of Palmer Lake

OTHERS PRESENT: Roger Lovell, Regional Building Official
Virginia Koulchitzka, Regional Building Counsel
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

1. CALL TO ORDER

Chairman Darin Tiffany called the meeting to order at 1:03 p.m.

2. CONSIDERATION OF THE JUNE 19, 2019 MINUTES

A motion was made by Jeff Finn to **APPROVE** the June 19, 2019 Advisory Board Minutes as written, seconded by Edward Pine; the motion carried unanimously.

3. NEW BUSINESS

a) Colorado Springs Chamber & EDC Update by Dirk Draper

Chairman Tiffany stated this Item has been **POSTPONED**.

b) 2018 Audit Report

Steve Hochstetter and Cortney Vance with Stockman Kast Ryan & Company appeared to present the 2018 Audit Report for the Pikes Peak Regional Building Department. Ms. Vance stated the Department changed accounting policies related to the reporting of OPEB benefits and their associated liabilities, deferred outflows and deferred inflows by

adopting the provisions of GASB Statement No. 57, *Accounting and Financial Reporting for Postemployment Benefits Other than Pensions*. She said the accounting change has been applied to the year ended December 31, 2018. She stated the financial statement disclosures were neutral, consistent, and clear, and she encountered no significant difficulties in dealing with management in performing and completing their audit. Ms. Vance stated misstatements detected as a result of audit procedures and corrected by management consisted of a prior period adjustment to increase the change in net position by \$1,265,396 for the year ended December 31, 2017.

Mr. Hochstetter stated the audited financial statements look very similar to the Department's internal financial statements. He stated in his opinion, the financial statements were presented fairly, in all material respects, the financial position of the Department as of December 31, 2018, and the changes in its financial position and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Mr. Hochstetter stated total assets for the Department increased \$200,000; the cash and cash equivalents increased by \$600,000; and the restricted cash increased by \$2.3 million compared to the prior year. He stated that was offset by a decrease of deferred outflows related to the Department's pension obligation in the amount of \$3.3 million. He stated as a result, the net changes within the assets and deferred outflows was fairly consistent between the two years. Mr. Hochstetter stated the total liabilities were \$1.1 million, which was approximately the same as the prior year. He stated the net pension liability was \$11.9 million, which is the Department's proportionate share of the PERA benefits; it decreased by \$3.9 million. He stated the net position at the end of the year was \$11.2 million, which was an increase of approximately \$1.6 million over the prior year. He stated there was a change in the net position of \$1.3 million, which would be the net income for the year.

4. CHANGES/POSTPONEMENTS/NOTICE OF NEXT MEETING

The next Advisory Board meeting will be held on August 21, 2019 at 12:30 p.m.

5. 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 on items not scheduled on the Agenda.

6. BUILDING OFFICIAL REPORTS/NON ACTION ITEMS

a) Financial Statement through June 30, 2019

Mr. Johanson presented the financial statement for the month of June 2019. He said the operating cash balance was \$13,210,449. He said the cash balance was 74% as a percent of budget. Mr. Johanson said the monthly revenue was \$1,616,361. He said the expenditures were \$1,162,375, which resulted in a gain of \$453,986 for the month of June. He stated year-to-date, the Department had a net gain of \$558,438.

b) Building Report through June 30, 2019

Matt Matzen presented the Building Report for the month of June 2019. He said there were 368 single-family houses permitted in June, which was 10.02 percent less than this time last year; and 58 commercial building permits. He stated there were 58 multi-family permits. Mr. Matzen said the total valuation of permits issued in June was \$469,608,485, which was 19.49 percent more than this same time last year; and the total valuation of permits issued in 2019 was \$1,760,879,549, which was an increase of 3.75 percent over this same time last year. He said there were 8 permits with a valuation over \$3 million in June. Mr. Matzen stated the front counter was averaging 426 phone calls per day and 120 walk-in customers per day.

c) Plan Report through June 30, 2019

Jay Eenhuis presented the Plan Review Report for the month of June 2019. He said in June 2019, there were 405 single family plans, which was a decrease of 5 percent over the previous year; 44 new commercial plans, which was an increase of 100 percent; and a total of 987 plans for the month of June, which was an increase of zero percent compared to June 2018. Year to date, 5,363 plans were submitted, an increase of zero percent from 2018. He stated there were 107 Commercial Plans submitted electronically in June 2019, or a 70 percent increase compared to June 2018; and 174 Residential Plans submitted electronically, which was an increase of 14 percent; for a total of 476 E-Plans in June 2019, a 14 percent increase from June 2018. Year to date, approximately 47 percent of all plans submitted had been submitted electronically. Mr. Eenhuis stated the Plan Review Department performed 1,758 solo reviews in June, and 2,684 walk-through reviews, for a total of 4,442 logged reviews for June 2019, and 26,349 logged reviews year-to-date, which was an increase of 24 percent from the previous year.

d) Inspection Report through June 30, 2019

John Welton presented the Inspection Report for the month of June 2019. He said the inspectors in all departments did a total of 27,268 inspections in June (which included roof inspections), with a total of 63 field inspectors. He said each inspector averaged 22.3 inspections per day, and the average available time per inspection was 15.9 minutes. He stated RBD recently hired 1 mechanical inspector and 2 roofing inspectors, and anticipates hiring 2 more roofing inspectors in the near future.

7. UNFINISHED BUSINESS

There was no Unfinished Business.

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

There were no Board report(s) or comment(s).

9. FUTURE AGENDA ITEM REQUESTS

Roger Lovell stated there will be a Work Session for the 2020 Budget during the August 21, 2019 Advisory Board meeting; and the following month on September 18, 2019, the 2020 Budget will be a regular session item for final approval.

10. EXECUTIVE SESSION REQUESTS

There were no Executive Session requests.

11. ADJOURN

The meeting adjourned at 1:32 p.m.

Respectfully submitted,



Roger N. Lovell
Regional Building Official
RNL/llg

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