

**CITY OF LOVELAND**  
**Meeting of the Construction Advisory Board**  
**October 23, 2019 | 6:00PM**  
**City Council Chambers | 500 East 3<sup>RD</sup> Street**

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- I. CALL TO ORDER**
- II. ROLL CALL**
- III. MINUTES: September 2019**

*Anyone in the audience will be given time to speak to any item on the Agenda. Please ask for that item to further discuss. You will be given an opportunity to speak to the item before the CAB acts upon it. Anyone making a comment during any portion of tonight's meeting should come forward to a microphone and identify yourself after being recognized by the Chairperson. Please do not interrupt other speakers. Side conversations should be moved outside the Council Chambers. Please limit your comments to no more than ten minutes.*

**IV. CITIZEN COMMENTS**

- V. REPORTS:**
  - a. Board/Commission Members**
  - b. City Council Report**
  - c. Staff Report**
  - d. New Business**

**VI. REGULAR AGENDA:**

- **Review of 2018 Code Amendments**
- **Policy discussion- Brett Limbaugh, Director of Development Services**

**VII. ADJOURNMENT**

# City of Loveland Construction Advisory Board

(CAB) Meeting Minutes

September 25, 2019

**I: Call to Order** at 6:01 pm

**II: Roll Call:**

**Board Members Present:** Jason Baker, Bob Dehn, Blaine Rappe, Christopher Rosenberger, Jon Rudolph, Gregg Meisinger, Shane Skott

**Board Members Absent:** Adam Trainor

**City Staff Members Present:** Laurie Stirman, Samantha Everett, Frank Lindauer, Tanner Randall, Jim Lees, and Lynn Valdez

**City Council Members Present:** Councilman John Fogle

**III. Minutes:** *A motion was made by Bob Dehn to approve the June 2019 CAB minutes. The motion was seconded by Blaine Rappe. The motion carried unanimously.*

*A motion was made by Rappe to approve the July 2019 CAB minutes. The motion was seconded by Dehn. The motion carried unanimously.*

**IV. Citizen Comments**

None.

**V. Reports**

**A. Introduction to Construction Advisory Board by Samantha Everett:** Everett presented to the Public Outreach event that was included as a part of the regularly scheduled CAB meeting. She gave a brief PowerPoint presentation that explained what CAB does including who the members are, types of issues that CAB makes decisions on, and projects currently in motion.

**B. Water & Wastewater Capital Projects Using System Impact Fees (SIF's): Tanner Randall, PE** – Senior Civil Engineer from Water and Power, presented to CAB using a PowerPoint that included information in regards to the Windy Gap Firming Project, the Water Treatment Plant project, the Water Transmission/Distribution project, the Wastewater Collection project, and the Wastewater Treatment Plant project. The presentation included current information and projection data for future projects. To summarize, growth and SIF related system improvements are driven by the need for increased capacity, changes in CDPHE design criteria, and sharing of project costs with other funding sources.

**C. Power Capital Projects Using Plant Investment Fees (PIF's): Frank Lindauer,** Senior Electrical Engineer from Water and Power, presented a PowerPoint that featured details regarding substation projects and feeder extensions. In summary, the Power Division PFI projects are driven by growth in several dimensions including growth along the outer boundaries of Loveland, in-fill and re-development internal to Loveland, and anticipated attraction of higher energy users along our re-developing corridors.

- D. 2020 Water & Power Impact Fees:** **Jim Lees**, the Utility Accounting Manager from Water and Power, presented proposals to CAB for 2020 Utility Impact Fees. He included details about Utility Impact Fees, concerns following the 2018 SIF update, results of implemented solutions, Wastewater Impact Fees, Wastewater SIF calculation, and comparisons to the surrounding areas. *A motion was made by Jason Baker that stated that the Construction Advisory Board recommends that Jim Lees present this information to City Council. The motion was seconded by Chris Rosenberger and passed with a vote of 6-1.* It was noted that Gregg Meisinger opposed the vote because of reservations about the information presented. He would like to see the information broken down by multi-family and single family use.
- E. Board Report:** **Rosenberger** requested that **Everett** bring a comparison of the building permit fees to present to Council. **Everett** said that the information is currently being compiled. In addition, **Rappe** and **Baker** attended the Boards and Commissions Appreciation event that was held at the Fairgrounds Park. **Lynn Valdez** created the CAB centerpiece for the event, and the attendees said the event was well put together.
- F. City Council Report:** Councilman John **Fogle** reported that it is now budget season for the City of Loveland Staff and Council. **Fogle** noted that the City has experienced a 5% budget reduction without cutting employees and are currently on a hiring freeze. Current positions open within the City can still be filled, but new positions will not open up. The City will also experience an additional 5% budget reduction next year that will include employee cuts. **Fogle** said that the sales tax market share is down 12.6%, and this is dropping because the City needs businesses to produce sales tax. Sales tax must increase to benefit Loveland. The profit centers the City has are sales tax and property tax. **Fogle** said there is also an anti-growth movement present in Loveland that the City needs to be aware of. He reminded everyone of the importance of placing your voice and having your voice heard. **Fogle** said to research the candidates and the topics presented for election day.
- G. Staff Report:** Samantha **Everett**, Chief Building Official, provided Building Division updates. **Everett** noted that the Building Division currently has two open positions for a Commercial Building Inspector and a Permit Technician. They are currently interviewing candidates. **Everett** mentioned that she attended the SEAC breakfast and training meeting on September 10, 2019, as well as the NCCR lunch to speak on new changes that have been happening in the Building Division. **Everett** received her CAL OES Safety Assessment Certification for Disaster Worker. **Everett** will be sending a few more members of her staff to complete the certification. **Bobby Burke**, Plans Examiner for the Building Division, attended a state meeting on a new mandate. The Building Division is currently working with the state and local CCICC Chapter for a consistent and more efficient way to address the state by the deadlines. **Debbie Kindred**, Inspector for the Building Division, attended the CCICC Building Futures event on September 4, 2019.
- H. New Business:** None.

## VI. Regular Agenda:

- A. Review of the 2018 Code Amendments:** The review of the 2018 Code Amendments was delayed until the CAB meeting in October 2019.
- B. Open Forum Discussion:** During the open forum discussion, citizens that joined the CAB meeting for the Public Outreach Event introduced themselves.

There were three members in the audience. Next, Chairman **Rosenberger** announced that he will be withdrawing from service as the Chair for CAB beginning in October 2019. The CAB will need to appoint a new chairperson for CAB. **Rosenberger** will remain on the Board to serve out the rest of his term. **Rosenberger** has served as Chairman for four years. **Baker** made a suggestion to the Building Division staff to not print colored copies for the binder when the presentations are loaded on the Council Chambers computer. Several members still want the colored hard copies of the CAB Agenda packet. Other members of CAB wish to take their binder with them. **Everett** will devise a solution and organize the requests for future meetings.

**VII. Adjournment: A Motion to adjourn the meeting was made by Rappe, and seconded by Jason Baker. The motion carried unanimously, and the meeting adjourned at 8:00 pm.**