



**FY 2025**

# Building Department Year in Review

Director/Department Head	Shane Pevehouse
Staff: Senior Building Inspector	Jose Esquivel
Building Inspector Trainee	Hannah Bowlin
Environmental Health	Danny Gonzalez
Permit Tech Supervisor	Rebecca Foxhoven
Permit Technician	Selina Segovia
Permit Technician	Rebecca Hampton
Permit Technician	Barrell Griffin
Code Enforcement	Mark Escobedo
Code Enforcement	Russell Hartman

## **Services & Service Levels:**

Applications Received and Processed – 723  
Permits Issued - 651  
Building Inspections – 6,018 (Jose completed 473)  
Sign Plan Reviews – 30  
Sign Inspections – 53  
Residential Lighting Inspections – 469 (all by permit techs)  
Notice of Violation – 26  
Court cases – 2  
Environmental Health Plan Reviews – 85  
Environmental Health Inspections – 260  
Building Construction Plan Reviews – 395

## **Plan Review Times (average):**

Commercial New – 77 days  
Commercial Remodel – 61 days  
Commercial TFO – 58 days  
Commercial C/O – 11 days  
Commercial Fire – 7 days  
Commercial Stand-Alone Trades – 30 days  
Residential New – 12 days  
Residential Stand-Alone Trades – 6 days  
Residential Pool – 31 days

## **Future:**

Building Dept will be requesting 2 vehicles and an Environmental Health Administrative Assistant this year.

Last year I added two positions that require vehicles - Environmental Health Inspector and the second Code Enforcement Officer. My request for a new SUV was denied. Since then, I've added another position that requires a vehicle - Building Inspector Trainee.

Current allocation:

Bronco – Jose and Hannah

Maverick – Mark

Blazer – Russell

Terrain – Danny, Permit Techs, and Building Official

Proposed for FY '26:

Bronco (needs a light bar) - Jose

Maverick – Mark

Blazer (needs a new light bar) – Permit Techs and Building Official

Terrain (needs a light bar) - Danny

New Truck (needs a light bar and tonneau cover) – Russell

New SUV (with light bar) – Hannah

The permit techs have conducted 469 lighting inspections since October and I default to driving my POV to meetings and inspections as vehicles are always committed.

My ask will be 1 SUV and 1 Truck - 4 light bars and a tonneau cover

Danny Gonzalez has been conducting On-Site Septic Facility (OSSF) and Health Inspections (mobile food units, fixed food establishments, special events, temp events, and child care/day care facilities) for approximately 10 months as a full-time employee. Danny replaced Kyle Dehart, who was working 6-8 hours per week. The expectation was Danny's 40-hour work week would decrease customer wait times for plan reviews and inspections. However, due to volume of new work, assisting MGO with creating OSSF and Health modules, and our outdated Environmental Health regulations and forms, Danny has been overloaded with day-to-day work and has not made a significant impact with reducing wait times. Danny is creating a weekly productivity report to highlight what is being accomplished and what is neglected. This report will be used to justify the need for an administrative assistant. The ideal candidate will have prior administrative experience with either health department or OSSF operations. Knowledge of either will allow them to quickly understand and take over the administrative task of receiving and processing applications and assisting with customer communications. When not engaged with Environmental Health tasks, this employee would assist with Code Enforcement and Building Department administrative tasks.