



City of McCleary: STAFF REPORT

To:	Mayor Huff and City Council Members
From:	Dalyn Davis
Date:	May. 1st, 2026
Department:	Building Permitting/Conservation Program/Public Works

Good evening, Mayor, and Council,
 Staff would like to formally recognize **Toni Aubuchon** for her diligent audit of the Verizon account, through which she identified **two phone upgrades** and **three hot spots at no cost, a total** savings of \$150 to support operational needs. Additionally, she successfully coordinated the implementation of the **emergency alert notification system**, strengthening our organization’s safety and communication practices.

Complaints:

Code Enforcement matters include: **10.20.010 (C)(D)(E) 8.16.20 (6)(7)(8)(13)**
 A courtesy phone call was made to inform the homeowner of complaints received. Courtesy letters were sent via 1st Class Regular mail to inform homeowners of violations, requesting compliance. Additional documentation has been added for case 26-0001.

Building Department

ACTIVITY	TOTAL	Notes
Customer Service	14	
Building Permits Issued	4	
Plan Reviews	0	
Inspections Performed	17	
Complaints Received	0	
Code Violations Identified	2	Code 10.20.010 (C)(D)(E) 8.16.020 (6)(7c)(8)(13)
Communications	1	
Nuisance Letters Sent	5	
Thank you, Compliance Letters	0	
Lemay’s Garbage Letters Sent	0	

Conservation Program

Month	Applications Received	Conservation Permits Issued	Rebates Paid This Month	Total Rebates Paid to Date
April.	3		\$736	\$18,523.20