



**City of McCleary: STAFF REPORT**

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

Good evening, Mayor, and Council,

**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 1<sup>st</sup> Class Regular mail to inform homeowners of violations, requesting compliance.

**Building Department:**

The Building Official has dedicated time to developing proposed updates to the fee schedule for both the Building and Planning Departments. Communication efforts are underway to support the implementation of business licensing. Additionally, an updated quote has been obtained for the JJ Keller safety program.

**Conservation Program:**

The City received a rebate from the WWTP Chiller Project, a total of \$3,780

<b>ACTIVITY</b>	<b>TOTAL</b>	<b>Notes</b>
Customer Service	12	
Building Permits Issued	2	
Plan Reviews	0	
Inspections Performed	6	
Complaints Received	0	
Code Violations Identified	2	Code 10.20.010 (C)(D)( E) 8.16.020 (6)(8)(13)
Communications	1	
Nuisance Letters Sent	3	
Thank you, Compliance Letters	1	
Lemay's Garbage Letters Sent	0	

**Conservation Program**

<b>Month</b>	<b>Applications Received</b>	<b>Conservation Permits Issued</b>	<b>Rebates Paid This Month</b>	<b>Total Rebates Paid to Date</b>
May	3	3	\$4,677.13	\$23,200.33