



City of McCleary: STAFF REPORT

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

Good evening, Mayor, and Council,
 Staff would like to recognize Toni Aubuchon for identifying that nine phone lines billed by MCI had been transferred to Xfinity in May 2025. Her review stopped unnecessary charges totaling \$721.27 and ensured the lines were properly disconnected. Toni is also auditing the City's Verizon account to confirm active use of phones, hotspots, and SIM cards. Her attention to detail is helping safeguard City resources.

Complaints:
 Code Enforcement matters include: **10.20.010 (C)(D)(E) 8.16.20 (4)(6)(7)(8)(11)(13)(15)(16)(25)**
 Access to the City Attorney for code enforcement matters was previously restricted due to supervisory direction, which limited staff's ability to obtain timely legal clarification, which negatively affected the pace and completeness of certain enforcement actions. Staff now have direct access to the City Attorney, which is essential for ensuring accurate code interpretation, a formalized process, consistent enforcement practices, and effective case resolution moving forward. A Voluntary Compliance Agreement has been issued for case 25-0001, with a compliance deadline of 6/12/26. Documented complaint has been received, and an investigation has been initiated for case 26-0001.

Building Department

ACTIVITY	TOTAL	Notes
Customer Service	17	
Building Permits Issued	3	
Plan Reviews	0	
Inspections Performed	15	
Complaints Received	1	
Code Violations Identified	2	Code 10.20.010 (C)(D)(E) 8.16.020 (4)(6) (7c)(8)(11)(13-1)(15)(20)(25)
Communications	1	
Nuisance Letters Sent	0	
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
Mar.	2	1	\$2,107.40	\$17,787.20