

2/24/20

Renee,

Here's an update of progress for the month of February for the Building Zoning department.

Currently the 1203 reports that are to be filed by the end of April are as follows- 2016, 2017, 2019 not filed, 2018 was filed but done wrong or missing information.

We are currently working on recreating the 2018 and 2019 files-

2018 Files-

To date there were 98 permits issued, 26 permits currently closed, 72 that can't be closed are waiting on information / paperwork to be collected so they can be closed. Fireplace, woodstove permits will NOT be closed out.

2019 Files-

To date there were 118 permits issued, 27 permits closed, 91 permits not closed, work in progress on property.

Once 2018 files are caught up, 2019 files will be worked on. Lesley alone has hours just in calls and file recreation, not counting my time. Once 2019 files are caught up, she will go back and work on the 2016 and 2017 files, (not a priority at this time). This is all due to lack of oversight and follow through from last administration.

Have been doing several building inspections the past 2 months, followed up on 5 property complaints, working with 2 homeowners that are working on property with no permits, issuing new permits, working on 4 subdivision requests along with being in the office trying to get it in working order, 86 total hours to date. A lot more hours than what was originally anticipated.

Occupancy and Fire inspections are due the end of February. Calls and emailing have been made to Albany asking for an extension on filing these reports. We need another month to get caught up on these inspections and reports.

We now have a new computer with most of the new software added, more work / time is needed to complete. Email service is another concern. Mine isn't working to full capacity yet. Trying to get an upgraded cell phone which is badly needed. We're working on the I pad and Tablet with needed hardware. Seeing we didn't get passwords from past administration using these, they had to be wiped clean and reset to factory settings, software needs to be reloaded.

I was lent a set of codes books that are needed to do my job from a friend (need to return) to replace the 2 sets of codes books not returned from the previous administration at a cost of \$1700. We are spending way too much time and energy straightening out an office, recreating missing files, computer programs that the last 2 people that held this position were supposed to be doing and using in this job capacity, that failed to do at a large cost to the last administration and to the current administration.

My feeling is that we are making great headway. Most residents and contractors we've spoken to were and are very helpful and responsive. There are a few with a very negative attitude towards the past administration and the lack of response on their part. My hopes and plans going forward is that the negative changes to a positive and a better relationship with the community is established. We've had a great response to date.