

**City Council and Administration Budget Workshop May 7, 2005**

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**Department:** Building/Ordinance Compliance

**Department Issues/Concerns:** Improving department image.

**New Responsibilities/How Handled:**

Website maintenance, additional duties split between Mail-in Clerk and Ordinance Technician. Deck construction and energy code changes, building inspector training required and development of method to communicate changes to customers handled by various staff by adjusting priorities. Review and changes to sign ordinance, Ordinance Inspectors assigned this task resulting in reduced field patrol.

**2004 Completed/Initiated project(s):** New code changes to 2003 code; developed emergency response and damage assessment procedure; held mock disaster; solid waste project; non-conforming sign project; developed clerical procedures manual; improved ISO rating from 5 to 3; code update seminar provided to builders.

**2005 Projects/Status/Completion Date:** Building Department Open House May 9-12; property managers open forum April 7; revisions to sign ordinance complete late 2005; evaluation of building department fees complete late 2005; develop checklist, policies and procedure manual for building and ordinance complete late 2005.

**2006 Projects:** Enhance Building Safety Week Open House; provide deck building seminar; building department accreditation; investigate benefits of city taking over soil erosion control program from county.

**What City Council Objectives can you INITIATE and LEAD in the implementation without additional resources?**

Improve Economic Development: Enhance public/private alliances.

Enhance/maintain Infrastructure: Proactive Maintenance.

Enhance Communications with Residents: Channel 55; more on city website; improve notification and programs; news releases.

Efficient Government: Improve and maintain staff training; Program prioritization by department; cut "red tape" process improvement; decrease dependency on consultants; inter-departmental communication.

Enhance Quality of Life: Proactive code compliance.

Maintain Financial Stability: Enhance revenues; update fees for all services.