

WARREN COUNTY OFFICE OF EMERGENCY SERVICES



Main Office
1340 State Route 9
Lake George, NY 12845
518-761-6240
Fax: 518-761-6402
oes@co.warren.ny.us

BRIAN A. LAFLURE
Director
Fire Coordinator

AMY J. MANNEY
Deputy Director

Divisions
EMS Coordinator
Gary Scidmore
Hazmat/WMD Coordinator
Jamie Schrammel

Public Safety Committee Agenda

February 22, 2011

1. Committee meeting called to order by Chairman.
2. Motion to approve minutes of prior committee meeting.

Action Agenda

1. **Request:** Resolution request to use LEPC grant money to provide refreshments for the quarterly meetings.

Rationale: We are very limited on what and how we can use this money.

2. **Request:** Travel approval for Amy Manney to attend the NYS OEM trainer workshop in Syracuse on March 28 -30 to be paid for by the State.

Rationale: To get updates from the State on various instructor topics.

3. **Request:** Resolution request to apply for the FFY10 Local Emergency Management Performance Grant (LEMPG) in the amount of \$28,749.

Rationale: This is a 50/50 grant that covers the salary and fringe of the Emergency Services Coordinator and the salary of the part time clerical staff.

Old Business/Pending Items

1. Permanent appointment of Hazard Mitigation Coordinator (see item 3.)
2. Hazard Mitigation contract extension – waiting on FEMA approval
3. Meeting with Chairman of the Board, Budget Officer, Public Safety Chair, Dave Wick and OES to discuss OES staffing issues and Hazard Mitigation Coordinator.

SCHEDULE "A"
AUTHORIZATION TO ATTEND MEETING OR CONVENTION

Check one:

- In-State (needs Supervisory Committee authorization)
- Out-Of State (needs Board resolution)

The Public Safety hereby authorizes Amy Manney

(Supervisory Committee) (Employee Name)

to attend Instructor Workshop

(Name of meeting or organization)

at Syracuse

(Address)

on 3/28 - 3/30. Mode of transportation to be used county

(Dates) (County Vehicle or Mass Transportation)

If the mode of transportation is not a county vehicle or mass transportation, please explain:

Proper documentation must be attached when submitting for approval.

(Please check documents attached)

- Notice of meeting or convention including cost.

For Overnight Travel

- Room rate \$ _____ GSA * Rate \$ _____
- Meal costs - GSA *per diem rate \$ _____

*www.gsa.gov

Date: 2/22/11



Department Head Signature

Date: 2/22/11



Committee Chairman Signature

Please refer to the Warren County Travel Policy and County Vehicle Use Regulations for general policy guidelines.

Please check to request a fleet vehicle.

REQUEST FOR USE OF FLEET VEHICLE

Filing Instructions:

1. Original with voucher to Auditor.
2. Copy to Frank Morehouse if fleet vehicle is needed.
3. Copy to Clerk of the Board with Resolution Request form if out-of-state travel.
4. Copy to Purchasing with Purchase Order, if required.

Warren County Request to Host Meeting or Conference

Name of Department: OES

Name of Meeting/Conference: ERP/LEPC

Date: quarterly

Location: (usually) WGFEMS

Purpose: strengthen emergency response preparedness

Contact Person: (If other than Department Head) Amy Marney

Phone No.: 761-6490

Number of People attending: 20-60

County Employees

State Employees

Volunteers

Others (specify) private industry

Cost to County (please include amounts):

Room rental \$ 0

Food/beverage \$ not to exceed \$100

Supplies \$ 0

Other (specify) \$ 0

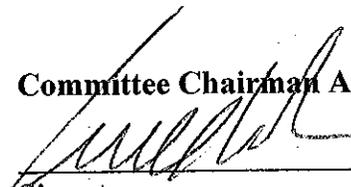
Total Cost: \$

Dept Head Approval:


Signature

2/22/11
Date:

Committee Chairman Approval:


Signature

2/22/11
Date

Sheriff's Committee Agenda 02/22/11

1. Accept the minutes from last meeting.
2. Request authorization to send patrol officers Greg Seeley, William Backus, & Shaun Stillman to Ice Diver Specialist training in Glens Falls NY March 11-13.
3. Request authorization to send patrol officers Peter DiFiore, Jeremy Coon & C.O Steve Huntington to Child Passenger Safety Training Conference in Lake Placid May 11-13.
4. Request reso to credit lateral transfer Police Officers with equivalent time in the position.

Authorization To Attend Meeting or Convention

Check One:

- In-State (needs Supervisory Committee authorization)
- Out Of State (needs Board resolution)

The Public Safety Committee hereby authorizes G.T Seeley, W.M Backus, S. Stillman
(committee) (name)

To attend Ice Diver Specialist Training
(name of meeting or organization)

At Warren Street, Glens Falls
(address)

On March 11-13, 2011. Mode of Transportation to be used County Vehicle
(dates) (county vehicle or mass transportation)

If the mode of transportation is not a county vehicle or mass transportation please explain: _____

Proper documentation must be attached when submitting for approval.
(Please check documents attached)

Notice of meeting or convention including cost.

For Overnight Travel

- Room rate \$ _____ GSA Rate \$ _____
- Meal costs – GSA per diem rate \$ _____
(see www.gsa.gov)

Date: _____ Signature _____
(department head)

Date: _____ Signature _____
(Committee Chairman)

Please refer to the Warren County Travel Policy and County Vehicle Use Regulations for general policy guidelines.

Please check to request a fleet vehicle.

Request For Use Of A Fleet Vehicle

Filing Instructions:

1. Original with voucher to Auditor
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3. Copy to Clerk of the Board with Resolution Request form if out-of-state travel.
4. Copy to Purchasing with Purchase Order, if required.
5. Copy to commissioner of Administrative and Fiscal Services if credit card will be used.

Authorization To Attend Meeting or Convention

Check One:

- In-State (needs Supervisory Committee authorization)
 Out Of State (needs Board resolution)

The Public Safety Committee hereby authorizes G.T Seeley, W.M Backus, S. Stillman
(committee) (name)

To attend Ice Diver Specialist Training
(name of meeting or organization)

At Warren Street, Glens Falls
(address)

On March 11-13, 2011. Mode of Transportation to be used County Vehicle
(dates) (county vehicle or mass transportation)

If the mode of transportation is not a county vehicle or mass transportation please explain: _____

Proper documentation must be attached when submitting for approval.
(Please check documents attached)

- Notice of meeting or convention including cost.

For Overnight Travel

- Room rate \$ _____ GSA Rate \$ _____
 Meal costs – GSA per diem rate \$ _____
(see www.gsa.gov)

Date: _____ Signature _____
(department head)

Date: _____ Signature _____
(Committee Chairman)

Please refer to the Warren County Travel Policy and County Vehicle Use Regulations for general policy guidelines.

Please check to request a fleet vehicle.

- Request For Use Of A Fleet Vehicle**

Filing Instructions:

1. Original with voucher to Auditor
2. Copy to Frank Morehouse if fleet vehicle is requested
3. Copy to Clerk of the Board with Resolution Request form if out-of-state travel.
4. Copy to Purchasing with Purchase Order, if required.
5. Copy to commissioner of Administrative and Fiscal Services if credit card will be used.

Karen Putney
Administrator

518 761-6542
FAX 518 761-6564

E-mail fpbc@co.warren.ny.us

TO: PUBLIC SAFETY COMMITTEE
FIRE PREVENTION & BUILDING CODE ENFORCEMENT

FROM: KAREN PUTNEY, ADMINISTRATOR

DATE: FEBRUARY 22, 2010

RE: AGENDA

FIRE PREVENTION & BUILDING CODES PORTION

- I. PENDING ITEM
 - A. BREAKDOWN OF COST PER TOWN

- II. REPORTS/DISCUSSIONS/UPDATES
 - A. 2010 STATE REPORT
 - B. CONSTRUCTION PERMITS ISSUED REPORT
 - C. MONTHLY ACTIVITY REPORTS (NOVEMBER, DECEMBER AND JANUARY)
2010—974 construction permits issued, down 3% from 2009
2010—revenues \$121,696.05 (plus \$113.75 other revenues), down 4%
from 2009 **BUT PROJECTED 2010 REVENUES WERE \$112,100.00 SO WE
EXCEEDED OUR PROJECTED REVENUES FOR 2010**
2011—at the end of January, 2011 we were 55% ahead of January
2010 by 55% in revenues and ahead in number of permits issued by
114%. **However**, as of last Friday, those numbers dropped to 41%
ahead in revenues and 88% ahead in numbers.
 - D. 2010 BUDGET PERFORMANCE REPORT
 - E. 2011 BUDGET PERFORMANCE REPORT

ESTIMATED COST PER TOWN FOR INSPECTIONS

2010 <u>Budgeted</u> Expenses.....	\$255,242
2010 <u>Actual</u> Revenues.....	-121,809
Estimated unspent funds.....	-5,012
Estimated employee benefits cost.....	+99,362
(2010 figures were not available, so I used 2011 budgeted figures)	
Estimated cost of department with benefits.....	\$237,807

No. of Permits by Municipality		Percentage of Total Per Town	* Estimated Cost Per Municipality
Bolton Landing	154	15.9%	\$37,811.31
Chestertown	133	13.8%	32,817.37
Hague	61	6.2%	14,744.03
Horicon	130	13.5%	32,103.95
Johnsburg	76	7.9%	18,786.75
Lake George Town	119	12.3%	29,250.26
Lake Luzerne	101	10.5%	24,969.74
Stony Creek	21	2.2%	5,231.75
Thurman	65	6.7%	15,933.07
Warrensburg	77	8%	19,024.56
Lake George Vil.	29	3%	7,134.21
Totals	974	100%	\$237,807

*This figure is only an estimated cost derived from averaging the total revenues—it does not reflect the actual amount each town/village contributed in revenues.



19 NYCRR PART 1203
 UNIFORM CODE: MINIMUM STANDARDS FOR ADMINISTRATION AND ENFORCEMENT

LOCAL GOVERNMENT

Uniform Code Administration and Enforcement Report

GENERAL INFORMATION

Municipality WARREN COUNTY Name of Code Official KAREN PUTNEY
 City/Town/Village or County County Title of Code Official ADMINISTRATOR
 Address WARREN COUNTY MUNICIPAL CENTER Code Official DOS Certification # 0487-7152B
 Address 1340 STATE ROUTE 9 Hours worked per week: 35
 Zip/Postal Code LAKE GEORGE NY 12845 Phone Number: 518 761-6542
 County: WARREN E-mail Address: FPBC@CO.WARREN.NY.US

To list additional Code Enforcement Officials enforcing the Uniform Code within your municipality, please use page 6 of this form

CODE ENFORCEMENT

1a. Are third-party contracted services used to meet the requirements of 19 NYCRR Part 1203? Yes No
 2a. Does the fire department perform fire safety inspections? No
 1b. If Yes, does the third-party meet the educational requirements of §1203.2(e)(1)? Unknown
 2b. If No, who is responsible for fire safety inspections? Code Official

LOCAL LAW, ORDINANCE, REGULATION

Please list the local law, ordinance or other appropriate regulation that provides for the administration and enforcement of the New York State Uniform Fire Prevention and Building Code and Energy Conservation Construction Code in this municipality:

BUILDING PERMITS (Number of permits issued from the reporting year)

3. New One- or Two-family dwellings:	<input type="text" value="106"/>	7. Additions, alterations or repairs on existing dwellings and residential buildings or occupancies:	<input type="text" value="208"/>
4. New Commercial/Industrial buildings:	<input type="text" value="10"/>	8. Additions, alterations or repairs on existing commercial/industrial/hazardous buildings:	<input type="text" value="28"/>
5. New Hazardous (H) occupancies:	<input type="text" value="0"/>	9. All other permits (pools, sheds, decks, plumbing, HVAC, etc.):	<input type="text" value="622"/>
6. New Residential (R) occupancies (not including One- or Two-Family):	<input type="text" value="0"/>	10. Number of Certificates of Occupancy or Compliance issued for all occupancies:	<input type="text" value="487"/>

STOP WORK ORDERS

11. Number of Stop Work Orders issued this reporting year:

NOTIFICATION OF FIRE OR EXPLOSION

12. Have procedures been established for notification by the chief of your fire department(s) regarding fire or explosion involving any structural damage, fuel burning appliance, chimney or gas vent?

UNSAFE STRUCTURES AND EQUIPMENT

13. Have procedures been established for identifying and addressing unsafe structures and equipment?



19 NYCRR PART 1203
 UNIFORM CODE: MINIMUM STANDARDS FOR ADMINISTRATION AND ENFORCEMENT
LOCAL GOVERNMENT

Uniform Code Administration and Enforcement Report

Reporting Year: **2010**

Municipality

WARREN COUNTY

19 NYCRR PART 1203 (6) OPERATING PERMITS (Number of operating permits issued for this reporting year)

14a. Are operating permits required by the municipality?

Yes

14e. buildings containing one or more areas of public assembly with an occupant load of 100 persons or more:

14b. Manufacturing, storing or handling hazardous materials in quantities exceeding those listed in Tables 2703.1.1(1), 2703.1.1(2), 2703.1.1(3) or 2703.1.1(4), of the Fire Code of New York State (see 19 NYCRR Part 1225):

14f. Buildings whose use or occupancy classification may pose a substantial potential hazard to public safety, as determined by the government or agency charged with or accountable for administration and enforcement of the Uniform Code:

14c. Hazardous processes and activities, including but not limited to, commercial and industrial operations which produce combustible dust as a by-products, fruit and crop ripening, and waste handling:

14g. Other: Please Specify:

14d. Use of pyrotechnic devices in assembly occupancies:

19 NYCRR PART 1203 (6) FIRE SAFETY AND PROPERTY MAINTENANCE INSPECTIONS

Area of Public Assembly (with an occupant load of 50 or more and not an accessory use):

15a. Number of occupancies in this municipality:

15b. Number of occupancies inspected in this municipality:

Multiple Dwellings (not including dormitories):

16a. Number of buildings containing 3 or more dwelling units in this municipality:

16b. Total number of dwelling units in multiple dwellings (contained in Item 16a)

16c. Number of multiple dwelling buildings inspected (from Item 16a):

Commercial/Industrial occupancies (not included above):

17a. Number of occupancies in this municipality:

17b. Number of occupancies inspected in this municipality:

19 NYCRR PART 1203 (6) SPECIAL INSPECTIONS

18a. Are special inspections required by the municipality?

Yes

18c. Is a statement of special inspections required as part of a condition for permit issuance?

Yes

18b. Does the municipality retain special inspection reports?

Yes

18d. Are special inspection reports required to be submitted prior to the issuance of a certificate of compliance or completion?

Yes

19 NYCRR PART 1203 (6) CODE COMPLIANCE

19a. Has your municipality adopted more restrictive local standards (requirements) to the **Uniform Fire Prevention and Building Code** (Uniform Code)?

Yes, Residential only Yes, Commercial only Yes, Commercial and Residential No

19b. If Yes, has a petition been filed with the State Fire Prevention and Building Code Council per Executive Law Article 18 Section 379?

Yes No Unknown

20a. Has your municipality adopted more restrictive local standards (requirements) to the **State Energy Conservation Construction Code** (Energy Code)?

Yes, Residential only Yes, Commercial only Yes, Commercial and Residential No

20b. If Yes, has the more restrictive local standard (requirements) for the Energy Code been filed with the Code Council, per Energy Law (Article 11-5109)?

Yes No Unknown



19 NYCRR PART 1203
 UNIFORM CODE: MINIMUM STANDARDS FOR ADMINISTRATION AND ENFORCEMENT

LOCAL GOVERNMENT

Uniform Code Administration and Enforcement Report

Reporting Year: **2010**

Municipality **WARREN COUNTY**

19 NYCRR PART 1203 **CODE COMPLIANCE**

21. Has the municipality adopted Green or Sustainable Building Standards for construction?
 Yes, Residential only Yes, Commercial only Yes, Commercial and Residential No

22. Please check all procedures used by the municipality to ensure compliance with the **Uniform Code**:
 Field Inspections Plan Reviews Software Report/Print-out Compliance Check List

Other (Please Specify): _____

23. Please check all procedures used by the municipality to ensure compliance with the **Energy Code**:
 Field Inspections Plan Reviews Software Report/Print-out Compliance Check List

Other (Please Specify): _____

24. On average, how many site inspections are conducted for **Uniform Code** compliance for each new residential building?
 0 1 2 3 4 or more

25. On average, how many site inspections are conducted for **Uniform Code** compliance for each new commercial building?
 0-2 3-5 6-9 10-14 15 or more

26. On average, how many site inspections are conducted for **Energy Code** compliance for each new residential building?
 0 1 2 3 4 or more

27. On average, how many site inspections are conducted for **Energy Code** compliance for each new commercial building?
 0 1 2 3 4 or more

19 NYCRR PART 1203 **ENERGY CODE**

28. Based on the municipality's records, what method of Energy Code compliance is submitted most often for Residential construction?
 (Rank in order from 1 to 6, with 1 being the most used method)

Software RESCheck	<input type="text" value="1"/>	Trade-off Method	<input type="text" value="6"/>	Prescriptive Method	<input type="text" value="2"/>
Other Software Method	<input type="text" value="3"/>	Worksheets (DOS Web site)	<input type="text" value="5"/>	Energy Analysis Method	<input type="text" value="4"/>

29. Based on the municipality's records, what method of Energy Code compliance is submitted most often for Commercial construction?
 (Rank in order from 1 to 6, with 1 being the most used method)

Software COMCheck	<input type="text" value="1"/>	Trade-off Method	<input type="text" value="6"/>	Prescriptive Method	<input type="text" value="2"/>
Other Software Method	<input type="text" value="3"/>	Worksheets (DOS Web site)	<input type="text" value="5"/>	Energy Analysis Method	<input type="text" value="4"/>



19 NYCRR PART 1203
 UNIFORM CODE: MINIMUM STANDARDS FOR ADMINISTRATION AND ENFORCEMENT

LOCAL GOVERNMENT

Uniform Code Administration and Enforcement Report

Reporting Year: **2010**

Municipality

WARREN COUNTY

COMPLAINTS

30a. Total number of all registered Uniform Code related complaints received for this reporting year:

44

31a. Total number of all registered Energy Code related complaints received for this reporting year:

0

30b. Total number of all registered Uniform Code related complaints acted upon for this reporting year:

44

31b. Total number of all registered Energy Code related complaints acted upon for this reporting year:

0

RECORD KEEPING

32. Has a system of records of the features and activities specified in 19 NYCRR 1203.3(a) through (i) been established and maintained?

Yes

ADDITIONAL INFORMATION

Additional information/comments:

SIGNATURE

Name and Title of person completing this form: KAREN PUTNEY

A Signature is not required when submitting this form electronically

E-mail Address: FPBC@CO.WARREN.NY.US

Phone: 518 761-6542

Signature: _____

Date: 02-04-2011

Title 19 NYCRR Part 1203, requires every city, village, town, and county, charged with administration and enforcement of the Uniform Code to annually submit a report of its activities to the Secretary of State. The information provided on this form is used to verify your municipality's compliance with the minimum standards for administration and enforcement of the Uniform Code contained in Part 1203. The information provided will also be used to develop education, outreach and support programs for municipalities and code enforcement officials.

PLEASE NOTE

Please complete this form electronically and e-mail to the Division of Code Enforcement and Administration (Codes Division). Please use the 'Submit by Email' button found on the upper right hand corner to submit the form. E-mail this form to the Division of Code Enforcement and Administration no later than January 30th of the year following the reporting year (example: the deadline for the 2009 Reporting Year is January 30, 2010). **Once the electronic form is received, the Codes Division will respond with an e-mail acknowledging receipt of the form within three business days. If an acknowledgment e-mail is not received from the Codes Division, please fax or mail a copy of the form to the address below.**

If e-mail is unavailable, this form may be mailed or faxed to the Department of State at the following address:

New York State Department of State
 Division of Code Enforcement and Administration
 99 Washington Avenue, Suite 1160
 Albany, NY 12231
 Phone: (518) 474-4073 Fax: (518) 486-4487
 www.dos.state.ny.us

**LOCAL GOVERNMENT**Uniform Code Administration and Enforcement Report **Page 5 of 6****PLEASE NOTE**

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If e-mail is unavailable, this form may be mailed or faxed to the Department of State at the following address:

New York State Department of State
Division of Code Enforcement and Administration
99 Washington Avenue, Suite 1160
Albany, NY 12231
Phone: (518) 474-4073 Fax: (518) 486-4487
www.dos.state.ny.us

INSTRUCTIONS

These instructions follow the order of requested information on the Annual Local Code Administration and Enforcement Report form, and are intended to clarify the response required for a complete report. If you still have questions after reading the report form and these instructions, please call the Department of State, Division of Code Enforcement and Administration at (518) 474-4073.

GENERAL INFORMATION:

- Use one form for each municipality.
- The "Reporting Year" is the calendar year (January through December) for which the reported data has been collected.
- The "Code Official" is the official enforcing the New York State Uniform Fire Prevention and Building Code (Uniform Code) in the municipality.
- Provide the information for the primary code enforcement official. If the primary code enforcement official is not yet certified, enter the expected certification completion date, instead of the certification number, in the DOS certification # space.
- If there is more than one code enforcement official in the municipality, use page 6 to list the additional code enforcement officials. If an individual is not yet certified, enter the expected certification completion date, instead of the certification number, in the DOS certification # space.

CODE ENFORCEMENT: (Items 1a through 2b) Answer 1a and 1b based on the use of third-party contracted services for Uniform Code administration and enforcement in the municipality. Answer 2a and 2b to indicate who is responsible for performing fire safety inspections in the municipality.

LOCAL LAW, ORDINANCE, REGULATION: Enter the name and number of the local law, ordinance and/or regulation that provides for the administration and enforcement of the Uniform Code in the municipality (example: Local Law #12 of 2006).

BUILDING PERMITS: (Items 3 through 10) Enter the number of building permits issued for each occupancy type listed. Building permits not included in 3 through 8 should be entered in 9. Enter the number of certificates of occupancy and/or compliance issued in 10.

STOP WORK ORDER: (Item 11) Enter the number of stop work orders issued. If none have been issued, enter 0.

NOTIFICATION OF FIRE OR EXPLOSION and UNSAFE STRUCTURES AND EQUIPMENT: (Items 12 and 13) Answer 'Yes' or 'No' if procedures have been established.

OPERATING PERMITS: (Items 14a through 14g) Answer 'Yes' or 'No' if operating permits are issued. If the answer is 'Yes,' enter the number of operating permits issued for each of the items listed in 14a through 14f. If the municipality requires operating permits not listed in 14b through 14g, enter the number of those operating permits issued in 14f. Give a brief description of each of the additional operating permits in the space provided.

FIRE SAFETY AND PROPERTY MAINTENANCE INSPECTIONS: (Item 15 through 17) Enter the number of occupancies in the municipality for each occupancy type listed in 15a, 16a, and 17a. In 16b, enter the total number of dwelling units in the multiple dwelling buildings. Enter the total number of buildings inspected this reporting year in 15b, 16c and 17b; for each type of occupancy as described in 15a, 16a and 17a. Note: If an exact number is unknown for 15 through 17, enter an estimated number.

SPECIAL INSPECTIONS: (Items 18a - 18d) Answer 18a through 18d in reference to special inspections as defined in §1702 of the *Building Code of New York State*.

CODE COMPLIANCE: (Items 19 through 27) Answer 19a through 27 based on the municipality's administration and enforcement of the Uniform Code and the Energy Code.

ENERGY CODE: (Items 28 through 29) Answer 27 through 29 based on the municipality's records in regards to the administration and enforcement of the Energy Code.

COMPLAINTS: (Items 30 - 31) Enter the number of Uniform Code- and Energy Code-related complaints received in 30a and 31a. Enter the number of Uniform Code- and Energy Code-related complaints acted upon in 30b and 31b. Note: If an exact number is unknown for 30 or 31, enter an estimated number.

RECORD KEEPING: (Item 32) Answer 'Yes' or 'No' if a record keeping system for activities specified in 19 NYCRR Part 1203.3(a) has been established and maintained.

ADDITIONAL INFORMATION: Provide any additional information or comments that may prove helpful in processing the form.

SIGNATURE: Enter the name, title, e-mail and phone number of the person completing the form. If the form is being submitted electronically (via e-mail), no signature is required.

Please use the 'Submit by Email' button found on the upper right hand corner to submit the form electronically.

WARREN COUNTY DEPARTMENT OF FIRE PREVENTION & BUILDING CODE ENFORCEMENT

NUMBER OF PERMITS ISSUED

YEAR	BOLTON	CHESTERTOWN	HAGUE	HORICON	JOHNSBURG	LAKE GEORGE TOWN	LAKE LUZERNE	STONY CREEK	THURMAN	WARRENSBURG	LAKE GEORGE VILLAGE	WARREN COUNTY OWNED FACILITIES	TOTAL FOR YEAR
1984		40	36	55	39	78	96	19	18	80	22		483
1985		67	74	72	42	118	119	19	20	127	49		707
1986		115	88	96	60	130	147	38	34	138	40		886
1987		107	47	106	104	114	123	29	39	141	34		844
1988		147	52	135	178	264	133	50	45	143	35		1182
1989		118	49	120	115	180	136	41	46	155	34		994
1990		144	53	157	94	204	144	47	82	117	33		1075
1991		124	53	113	90	162	139	40	78	130	32		961
1992		133	44	121	96	121	145	42	77	130	39		948
1993		123	49	105	77	158	131	42	61	102	32		880
1994		125	48	110	63	148	137	37	60	114	28	1	871
1995		102	48	110	58	149	129	45	71	89	29	3	833
1996		119	54	114	73	137	145	41	60	108	26	1	878
1997	17	100	54	124	59	137	107	42	58	92	30	5	820
1998	113	113	60	109	57	128	143	35	49	119	32	5	963
1999	122	121	58	102	68	174	138	33	59	113	20	5	1013
2000	122	168	57	96	64	163	117	43	69	106	21		1026
2001	125	141	46	118	69	157	103	34	67	119	28	1	1008
2002	147	171	62	138	75	156	116	35	80	126	34	3	1143
2003	182	170	74	130	58	156	125	29	66	113	24	2	1129
2004	176	177	69	164	88	179	165	39	74	125	25	3	1284
2005	195	224	69	164	125	188	159	29	77	140	29	2	1401
2006	193	215	96	194	128	175	173	44	110	153	32	2	1515
2007	171	178	78	170	114	149	141	40	72	130	25	2	1270
2008	166	187	73	147	108	131	122	34	69	114	23	7	1181
2009	156	133	74	131	94	117	95	23	61	85	26	5	1000
2010	154	133	61	130	76	119	101	21	65	77	29	8	974
GRAND TOTAL	2039	3695	1626	3331	2272	4092	3529	971	1667	3186	811	50	27269

BUILDING CODE ENFORCEMENT

NOVEMBER

ACTIVITY REPORT FROM 10/29/2010-11/25/2010

		No. of Permits			
		10/29/2010-11/25/2010		01/01/2010-11/25/2010	
		New Const.	Add. or Alter.	New Const.	Add. or Alter.
A1	Assembly Group	0	0	0	0
A2	Assembly Group	0	3	2	0
A3	Assembly Group	0	0	1	0
A4	Assembly Group	0	0	0	0
A5	Assembly Group	0	0	0	0
B1	Business	0	1	1	0
B2	Business	0	0	0	0
B3	Business	0	0	0	0
D1	Demolition	8	0	54	0
E1	Educational Group	0	0	0	0
F1	Factory Group	0	0	0	0
F2	Factory Group	0	0	0	0
H1	High-Hazard Group	0	0	0	0
H2	High-Hazard Group	0	0	0	0
H3	High-Hazard Group	0	0	0	0
H4	High-Hazard Group	0	0	0	0
H5	High-Hazard Group	0	0	0	0
I1	Institutional	0	0	0	0
I2	Institutional	0	0	0	0
I3	Institutional	0	0	0	0
I4	Institutional	0	0	0	0
M1	Mercantile	0	0	2	0
P1	Permit Renewals	22	0	365	0
R1	Residential Group	0	2	0	0
R2	Residential Group	0	0	0	0
R3	Residential Group	0	1	0	0
R4	Residential Group	0	0	0	0
RM	Residential Manufactured Home	2	0	16	0
S1	Storage	0	0	0	0
S2	Storage	2	0	2	0
SF	SINGLE FAMILY DWELLING	12	18	67	0
TF	TWO FAMILY DWELLING	0	0	0	0
TH	TOWNHOUSE	0	0	4	0
U1	Miscellaneous	21	5	138	0
Permit Subtotal		67	30	652	0
Permit Total		97		88	

_____ Field Inspections
 \$17,390.97 Total Fees For Date Range

_____ Public Assembly In
 _____ Fire Inspections

DECEMBER

ACTIVITY REPORT FROM 11/26/2010-12/30/2010

		No. of Permits			
		11/26/2010-12/30/2010		01/01/2010-12/30/2010	
		New Const.	Add. or Alter.	New Const.	Add. or Alter.
A1	Assembly Group	0	0	0	0
A2	Assembly Group	0	1	2	6
A3	Assembly Group	0	1	1	3
A4	Assembly Group	0	0	0	0
A5	Assembly Group	0	0	0	0
B1	Business	1	0	2	8
B2	Business	0	0	0	0
B3	Business	0	0	0	0
D1	Demolition	6	0	60	0
E1	Educational Group	0	0	0	0
F1	Factory Group	0	0	0	0
F2	Factory Group	1	0	1	0
H1	High-Hazard Group	0	0	0	0
H2	High-Hazard Group	0	0	0	0
H3	High-Hazard Group	0	0	0	0
H4	High-Hazard Group	0	0	0	0
H5	High-Hazard Group	0	0	0	0
I1	Institutional	0	0	0	0
I2	Institutional	0	0	0	0
I3	Institutional	0	0	0	0
I4	Institutional	0	0	0	0
M1	Mercantile	0	1	2	7
P1	Permit Renewals	35	0	400	0
R1	Residential Group	0	1	0	15
R2	Residential Group	0	0	0	5
R3	Residential Group	0	0	0	1
R4	Residential Group	0	0	0	0
RM	Residential Manufactured Home	3	0	19	2
S1	Storage	0	0	0	3
S2	Storage	0	0	2	1
SF	SINGLE FAMILY DWELLING	12	14	79	177
TF	TWO FAMILY DWELLING	4	1	4	4
TH	TOWNHOUSE	0	0	4	4
U1	Miscellaneous	10	1	148	14
Permit Subtotal		72	20	724	250
Permit Total		92		974	

_____ Field Inspections

_____ Public Assembly Inspections

\$15,888.00 _____ Total Fees For Date Range

_____ Fire Inspections

ACTIVITY REPORT FROM 01/01/2011-01/27/2011

JANUARY

		01/01/2011-01/27/2011		01/01/2011-01/27/2011	
		New Const.	Add. or Alter.	New Const.	Add. or Alter.
A1	Assembly Group	0	0	0	0
A2	Assembly Group	0	0	0	0
A3	Assembly Group	0	0	0	0
A4	Assembly Group	0	0	0	0
A5	Assembly Group	0	0	0	0
B1	Business	0	2	0	2
B2	Business	0	0	0	0
B3	Business	0	0	0	0
D1	Demolition	4	0	4	0
E1	Educational Group	0	0	0	0
F1	Factory Group	1	0	1	0
F2	Factory Group	0	0	0	0
H1	High-Hazard Group	0	0	0	0
H2	High-Hazard Group	0	0	0	0
H3	High-Hazard Group	0	0	0	0
H4	High-Hazard Group	0	0	0	0
H5	High-Hazard Group	0	0	0	0
I1	Institutional	0	0	0	0
I2	Institutional	0	0	0	0
I3	Institutional	0	0	0	0
I4	Institutional	0	0	0	0
M1	Mercantile	0	0	0	0
P1	Permit Renewals	16	0	16	0
R1	Residential Group	0	0	0	0
R2	Residential Group	0	0	0	0
R3	Residential Group	0	0	0	0
R4	Residential Group	0	0	0	0
RM	Residential Manufactured Home	0	0	0	0
S1	Storage	0	0	0	0
S2	Storage	0	0	0	0
SF	SINGLE FAMILY DWELLING	3	7	3	7
TF	TWO FAMILY DWELLING	0	0	0	0
TH	TOWNHOUSE	0	0	0	0
U1	Miscellaneous	27	0	27	0
Permit Subtotal		51	9	51	9
Permit Total		60		60	

_____ Field Inspections

_____ Public Assembly Inspections

\$6,745.00 _____ Total Fees For Date Range

_____ Fire Inspections

Budget Performance Report

2010

From Date: 1/1/2010 To Date: 12/31/2010

Account Number	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/Rec'd	Prior Year Total
Fund: A General										
REVENUE										
Department: 3620 Building & Fire Code										
2590	Building Permits	\$112,000.00	\$0.00	\$112,000.00	\$15,888.00	\$0.00	\$121,696.05	(\$9,696.05)	109%	\$0.00
2655	Minor Sales, Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
2770	Other Unclassified Revenue	\$100.00	\$0.00	\$100.00	\$15.00	\$0.00	\$113.75	(\$13.75)	114%	\$0.00
Department: 3620 Building & Fire Code Totals:		\$112,100.00	\$0.00	\$112,100.00	\$15,903.00	\$0.00	\$121,809.80	(\$9,709.80)	109%	\$0.00
REVENUE Totals:		\$112,100.00	\$0.00	\$112,100.00	\$15,903.00	\$0.00	\$121,809.80	(\$9,709.80)	109%	\$0.00
EXPENSE										
Department: 3620 Building & Fire Code										
110	Salaries - Regular	\$232,942.00	\$0.00	\$232,942.00	\$26,637.06	\$0.00	\$230,125.98	\$2,816.02	99%	\$0.00
120	Salaries - Overtime	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
130	Salaries - Part Time	\$0.00	\$2,300.00	\$2,300.00	\$0.00	\$0.00	\$1,604.90	\$695.10	70%	\$0.00
140	Salaries - Sick Leave Incentive	\$1,600.00	(\$400.00)	\$1,200.00	\$1,200.00	\$0.00	\$1,200.00	\$0.00	100%	\$0.00
210	Furniture/Furnishings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
220	Office Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
230	Automotive Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
410	Supplies	\$3,800.00	(\$1,655.04)	\$2,144.96	\$546.91	\$0.00	\$1,778.74	\$366.22	83%	\$0.00
418	Ins-General Liability	\$1,425.00	\$0.00	\$1,425.00	\$0.00	\$0.00	\$1,311.25	\$113.75	92%	\$0.00
421	Equipment Rental	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
422	Repair/Maint-Equipment	\$650.00	(\$650.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
423	Telephone	\$600.00	\$0.00	\$600.00	\$89.99	\$0.00	\$536.58	\$63.42	89%	\$0.00
424	Postage	\$1,500.00	\$0.00	\$1,500.00	\$293.40	\$0.00	\$1,093.35	\$406.65	73%	\$0.00
426	Subscriptions	\$850.00	\$42.04	\$892.04	\$0.00	\$0.00	\$892.04	\$0.00	100%	\$0.00
427	Memberships & Dues	\$350.00	\$0.00	\$350.00	\$0.00	\$0.00	\$350.00	\$0.00	100%	\$0.00
428	Data Processing & Internet Fees	\$225.00	\$0.00	\$225.00	\$0.00	\$0.00	\$225.00	\$0.00	100%	\$0.00
439	Misc Fees & Expenses	\$0.00	\$60.00	\$60.00	\$0.00	\$0.00	\$60.00	\$0.00	100%	\$0.00
441	Auto-Supplies & Repair	\$1,900.00	\$2,203.00	\$4,103.00	\$558.43	\$0.00	\$4,072.78	\$30.22	99%	\$0.00
442	Automotive - Gas & Oil	\$8,900.00	(\$1,896.00)	\$7,004.00	\$1,139.50	\$0.00	\$6,382.93	\$621.07	91%	\$0.00
444	Travel/Education/Conferenc	\$500.00	(\$4.00)	\$496.00	\$0.00	\$0.00	\$495.00	\$1.00	100%	\$0.00
453	Uniforms & Clothing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
470	Contract	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
810	Retirement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
830	Social Security	\$0.00	\$0.00	\$0.00	\$525.31	\$0.00	\$525.31	(\$525.31)	+++	\$0.00
831	Medicare Contribution	\$0.00	\$0.00	\$0.00	\$122.86	\$0.00	\$122.86	(\$122.86)	+++	\$0.00
840	Workmen's Compensation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
850	Unemployment Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
855	Disability	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
860	Hospitalization	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
865	Dental Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00

Budget Performance Report

From Date: 1/1/2011 To Date: 12/31/2011

Account Number	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund: A General											
	EXPENSE										
	Department: 3620 Building & Fire Code										
	Totals:										
	EXPENSE Totals	\$374,625.40	\$0.00	\$374,625.40	\$0.00	\$0.00	\$29,177.71	\$29,177.71	\$345,447.69	8%	\$0.00
	Revenue Totals:	\$374,625.40	\$0.00	\$374,625.40	\$0.00	\$0.00	\$29,177.71	\$29,177.71	\$345,447.69	8%	\$0.00
	Expenditure Totals:	\$123,100.00	\$0.00	\$123,100.00	\$0.00	\$0.00	\$6,745.00	\$6,745.00	\$116,355.00	5%	\$0.00
	Fund Totals: General	\$374,625.40	\$0.00	\$374,625.40	\$0.00	\$0.00	\$29,177.71	\$29,177.71	\$345,447.69	8%	\$0.00
		(\$251,525.40)	\$0.00	(\$251,525.40)	\$0.00	\$0.00	(\$22,432.71)	(\$22,432.71)	(\$229,092.69)		\$0.00
	Revenue Grand Totals:	\$123,100.00	\$0.00	\$123,100.00	\$0.00	\$0.00	\$6,745.00	\$6,745.00	\$116,355.00	5%	\$0.00
	Expenditure Grand Totals:	\$374,625.40	\$0.00	\$374,625.40	\$0.00	\$0.00	\$29,177.71	\$29,177.71	\$345,447.69	8%	\$0.00
	Grand Totals:	(\$251,525.40)	\$0.00	(\$251,525.40)	\$0.00	\$0.00	(\$22,432.71)	(\$22,432.71)	(\$229,092.69)		\$0.00

Budget Performance Report

2011

From Date: 1/1/2011 To Date: 12/31/2011

Account Number	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
REVENUE										
Department: 3620 Building & Fire Code										
2590	Building Permits	\$123,000.00	\$0.00	\$123,000.00	\$0.00	\$0.00	\$6,745.00	\$116,255.00	5%	\$0.00
2655	Minor Sales, Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
2770	Other Unclassified Revenue	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0%	\$0.00
Department: 3620 Building & Fire Code										
Totals:	REVENUE Totals	\$123,100.00	\$0.00	\$123,100.00	\$0.00	\$0.00	\$6,745.00	\$116,355.00	5%	\$0.00
EXPENSE										
Department: 3620 Building & Fire Code										
110	Salaries - Regular	\$238,988.88	\$0.00	\$238,988.88	\$0.00	\$0.00	\$18,383.76	\$220,605.12	8%	\$0.00
120	Salaries - Overtime	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
130	Salaries - Part Time	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
140	Salaries - Sick Leave Incentive	\$1,600.00	\$0.00	\$1,600.00	\$0.00	\$0.00	\$0.00	\$1,600.00	0%	\$0.00
210	Furniture/Furnishings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
220	Office Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
230	Automotive Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
410	Supplies	\$1,800.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$8.52	\$1,791.48	0%	\$0.00
418	Ins-General Liability	\$1,425.00	\$0.00	\$1,425.00	\$0.00	\$0.00	\$1,251.26	\$173.74	88%	\$0.00
421	Equipment Rental	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
422	Repair/Maint-Equipment	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0%	\$0.00
423	Telephone	\$600.00	\$0.00	\$600.00	\$0.00	\$0.00	\$31.55	\$568.45	5%	\$0.00
424	Postage	\$1,400.00	\$0.00	\$1,400.00	\$0.00	\$0.00	\$0.00	\$1,400.00	0%	\$0.00
426	Subscriptions	\$900.00	\$0.00	\$900.00	\$0.00	\$0.00	\$832.50	\$67.50	93%	\$0.00
427	Memberships & Dues	\$375.00	\$0.00	\$375.00	\$0.00	\$0.00	\$350.00	\$25.00	93%	\$0.00
428	Data Processing & Internet Fees	\$225.00	\$0.00	\$225.00	\$0.00	\$0.00	\$0.00	\$225.00	0%	\$0.00
439	Misc Fees & Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
441	Auto-Supplies & Repair	\$1,900.00	\$0.00	\$1,900.00	\$0.00	\$0.00	\$0.00	\$1,900.00	0%	\$0.00
442	Automotive - Gas & Oil	\$7,000.00	\$0.00	\$7,000.00	\$0.00	\$0.00	\$0.00	\$7,000.00	0%	\$0.00
444	Travel/Education/Conference	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0%	\$0.00
453	Uniforms & Clothing	\$300.00	\$0.00	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	0%	\$0.00
470	Contract	\$18,000.00	\$0.00	\$18,000.00	\$0.00	\$0.00	\$0.00	\$18,000.00	0%	\$0.00
810	Retirement	\$34,683.03	\$0.00	\$34,683.03	\$0.00	\$0.00	\$3,053.42	\$31,629.61	9%	\$0.00
830	Social Security	\$14,916.52	\$0.00	\$14,916.52	\$0.00	\$0.00	\$1,162.67	\$13,753.85	8%	\$0.00
831	Medicare Contribution	\$3,488.53	\$0.00	\$3,488.53	\$0.00	\$0.00	\$271.91	\$3,216.62	8%	\$0.00
840	Workmen's Compensation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
850	Unemployment Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
855	Disability	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
860	Hospitalization	\$45,289.44	\$0.00	\$45,289.44	\$0.00	\$0.00	\$3,774.12	\$41,515.32	8%	\$0.00
865	Dental Insurance	\$984.00	\$0.00	\$984.00	\$0.00	\$0.00	\$58.00	\$926.00	6%	\$0.00

Budget Performance Report

From Date: 1/1/2010 To Date: 12/31/2010

Account Number	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund: A General										
EXPENSE										
Department: 3620 Building & Fire Code										
Totals:										
EXPENSE Totals										
Revenue Totals:		\$255,242.00	\$0.00	\$255,242.00	\$31,113.46	\$0.00	\$250,776.72	\$4,465.28	98%	\$0.
Expenditure Totals:		\$112,100.00	\$0.00	\$112,100.00	\$15,903.00	\$0.00	\$121,809.80	(\$9,709.80)	109%	\$0.
Fund Totals: General		\$255,242.00	\$0.00	\$255,242.00	\$31,113.46	\$0.00	\$250,776.72	\$4,465.28	98%	\$0.
		(\$143,142.00)	\$0.00	(\$143,142.00)	(\$15,210.46)	\$0.00	(\$128,966.92)	(\$14,175.08)		\$0.
Revenue Grand Totals:		\$112,100.00	\$0.00	\$112,100.00	\$15,903.00	\$0.00	\$121,809.80	(\$9,709.80)	109%	\$0.
Expenditure Grand Totals:		\$255,242.00	\$0.00	\$255,242.00	\$31,113.46	\$0.00	\$250,776.72	\$4,465.28	98%	\$0.
Grand Totals:		(\$143,142.00)	\$0.00	(\$143,142.00)	(\$15,210.46)	\$0.00	(\$128,966.92)	(\$14,175.08)		\$0.