



STAFF REPORT

TO: Honorable Mayor and Town Council
FROM: Sydney Stephenson, Admin Assist/Utility Billing Clerk
DATE: 01/19/2017
RE: Update on November & December Town Hall Activities

UTILITIES

Meter Turn Off: 4
Meter Turn On: 59
Meter register replacement: 11
Usage check: 5
Meter-New Installation: 5
Data Log: 1
Non-payment disconnect: 0
Street sign: 0

CASH RECEIPTING: Number of Deposits Processed: 12 Totaling \$ 681,071.92

BUILDING PERMITS: Roof (8), Fence (4), Mechanical (6), Remodel (1),
New Construction (12) , Pool (3), Window Replacement (1),
Garage Door Replacement (0) Plumbing (0) Screen (3) Shed (2)

BUSINESS TAX RECEIPTS: 4 issued \$297.50

LEIN SEARCHES: 8 Totaling: \$400.00

CUSTOMER SERVICE CALLS: 1,021

Reorganizing Town Hall.
Caught up on all minutes for 2017.
Began the process to switch Website host and begin updating Town Website.