



STAFF REPORT

TO: Honorable Mayor and Town Council
FROM: Dairian Burke, Administrative Assistant II
CC: Brenda Brasher, Town Clerk
DATE: October 20, 2016
RE: Update on August 2016 Town Hall Activities

UTILITIES

Meter - Courtesy Turn Off/On: 1
Meter Turn Off: 8
Meter Turn On: 17
Meter Snowbird Off: 0
Meter Snowbird On: 1
Meter repair: 11
New Meter Installs: 10
Misc: 7

CASH RECEIPTING

Number of Deposits Processed: 13 Totaling \$93,980.33

AUTO PAY BATCHES

Number of Batches Processed: 12 Totaling \$7887.82

Liens Collected \$540.27
Collection Accounts \$ 0

BUILDING PERMITS: SFR (0); Roof (5); Electrical (1); Irrigation (0); Plumbing (0); Fence (1); A/C (0); Door Replacement (); Driveway (0); Demo (); Windows (); Mechanical (); Shed (0); Addition (0); Garage (0); Screen Room (0); Boardwalk (0); New Construction (5)

BUSINESS TAX RECEIPTS: 5,000

LEIN SEARCHES: Totaling: \$200

CUSTOMER SERVICE CALLS: 430

CEMETERY:

Sales: \$ 0
Burials: 0
Buybacks \$ 0

MEETINGS

Town Council Meetings	2
P&Z Board Meetings	1
Department Director	2
Safety Committee	0
Library Board Meeting	0
Parks & Recreation Board Meeting	1

MISC

Submitted the annual FDOT Mileage Report
Submitted Griffin Park Grant Reports
Submitted Central Park Grant Reports
Finalized Sarah Maude Nature Preserve grant