



STAFF REPORT

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

UTILITIES

Meter - Courtesy Turn Off/On:
Meter Turn Off: 4
Meter Turn On: 5
Meter Snowbird Off: 1
Meter Snowbird On: 4
Meter repair: 7
New Meter Installs: 10
Misc.: 15

CASH RECEIPTING

Number of Deposits Processed: 10 Totaling \$78,656.84

AUTO PAY BATCHES

Number of Batches Processed: 19 Totaling \$ 10,020.37

Liens Collected \$0.00
Collection Accounts \$ 0

BUILDING PERMITS: SFR (5); Roof (2); Electrical (0); Irrigation (0); Plumbing (0); Fence (1); A/C (0); Door Replacement (0); Driveway (0); Demo (0); Windows (2); Mechanical (0); Shed (0); Addition (0); Garage (0); Screen Room (0); Boardwalk (0)

BUSINESS TAX RECEIPTS: \$200

LEIN SEARCHES: Totaling: \$ 300

CUSTOMER SERVICE CALLS: 575

CEMETERY:

Sales: \$ 610
Burials: 1
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

Town Hall Staff changed the Utility Rates per the Ordinance
Received NO violation notice for Fiscal year 15/16 TRIM (Department of Revenue)