



Title: Clerk/Treasurer Report

Date: September 1, 2026

Name: Monica Chenault, Clerk/Treasurer

Old Business Updates

- Turley Annexation Report: I completed the draft report and forwarded it to the Town engineer, Town attorney, and Council for review. I have received questions and comments from two Council members. Please provide any additional questions or comments by the end of the week.
- Codification: The codification proofs have been received. Riley and I will review them before forwarding them to the Town attorney.

Current Business Updates

- Meeting Management System and Website: CivicPlus is discontinuing the meeting management system and website products currently used by the Town. CivicPlus has offered to transition the Town to upgraded products; however, after attending product demonstrations, staff determined that those products may not be the best option. Staff will investigate alternatives and bring the matter back to Council in October.
- Industrial Wastewater Program: Staff has met twice to discuss the steps necessary to implement the program. Staff determined that the Town's Master Sewer Ordinance must be updated to fully support the program. Staff is identifying the necessary revisions and will schedule a Council discussion item in October.
- Staff Report Training: Staff has held two training sessions on the effective preparation of staff reports. We hope the reports are helpful to the governing process.
- Utility Payment Processing: Caselle is discontinuing its relationship with Express Bill Pay. Staff met with Caselle representatives regarding moving the Town's merchant services to Caselle's system. I will bring this matter back to Council in early October.

Future Business Updates

- Fireworks and Fire Ordinances: Policy considerations will be presented to Council for discussion in October.

Financial Report

- July Financial Report attached.