

ADMINISTRATIVE TASKS - February 2025	
Item	Count
Business License (New & Renewals)	28
Open Records Request	17
Total Items	45
Item	Count
Permits	
Building Permit Fee (Commercial)	2
Building Permit Fee (Residential)	3
Total For Month	5

POLICE	
Open Records Request (Answered)	17
Law Enforcement/Military/Security Clearance Pre-Employment Record Checks	32
Records/Media Provided to Prosecutors (Criminal Court Cases)	9
Total For Month	58

ZONING	
Zoning Verifications	4
Special Use Permits	3
Rezoning	2
Certificates of Appropriateness	1
Total For Month	10

CODE COMPLIANCE	
Code Compliance	9
Total For Month	