

# City Staff Activity Tracker

For the Month of

Jan-24

Activity Name	TOTAL
<b>GENERAL ACTIVITY SHARED for City Staff and Contractor(s)</b>	
Number of Incoming Phone Calls	119
Number of Visitors to City Hall Assisted	107
Number of Incoming Emails Processed	710
Number of Meetings Attended	17
Number of Training Sessions Attended	13
Number of Email Blasts Sent to Residents	0
a. Woodcreek News ( <i>Meeting Information</i> )	10
b. Other	0
<b>CITY MANAGER ACTIVITY</b>	
Number of Vendor Contracts Negotiated, Incl. Franchise Agreements	
Number of ATS Traffic Alerts Received - <b>BARNEY</b>	
36 - 40 MPH	35
41 - 45 MPH	1
46 - 50 MPH	1
51 - 55 MPH	0
56 - 60 MPH	1
TOTAL Number of Cars Counted	8352
TOTAL Number of Cars OVER the Speed Limit	38
PERCENTAGE of Traffic OVER the Speed Limit	0.004549808
Number of ATS Traffic Alerts Received - <b>FRED</b>	
36 - 40 MPH	5
41 - 45 MPH	1
46 - 50 MPH	0
51 - 55 MPH	0
56 - 60 MPH	0
TOTAL Number of Cars Counted	4886
TOTAL Number of Cars OVER the Speed Limit	6
PERCENTAGE of Traffic OVER the Speed Limit	0.001227998
<b>CITY SECRETARY ACTIVITY</b>	
Number of Agendas Created	18
Number of Agendas Posted	4
Number of Public Information Requests Answered	0
Number of HOT IT Tickets Generated (Call or Email)	6
Special Events Coordinated:	
Annual Brush Pick-Up	1

Activity Name	TOTAL
<b>SUPPORT STAFF ACTIVITY</b>	
Number of "Contact Us" Emails Processed	32
Number of Invoices Coded	45
Number of Checks Printed	36
Number of Deer Reported	0
Number of Deer Successfully Pick Up	0
<b>CODE ADMIN ACTIVITY</b>	
Number of Code Violation Letters Sent	2
Number of Certificate of Occupancies Issued	0
Number of Permits Issued:	
Tree	27
Commercial	0
New Home Construction	1
Remodel / Addition	1
Fence	1
Deck	1
Shed / Greenhouse	0
Solar Panel Installation	0
Pool	0
Rights-of-Way Signs	1
Rights-of-Way Construction / Digging	0
Fireworks	0
Special Event	0
Variance Requests	0
Other Permits, Not Listed ( <i>on Financials</i> )	0
<b>HAYS COUNTY SHERIFF ACTIVITY</b>	
<b>Total Hours of Patrols</b>	8
NON-Woodcreek Residents Stopped	2
Number of Warnings Issued	5
Number of Tickets Issued	0