

# City Staff Activity Tracker

For the Month of

	Mar	Feb	Jan	Qtr. 1	YTD
Activity Name	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL
<b>GENERAL ACTIVITY SHARED</b> for City Staff and Contractor(s)					
Number of Incoming Phone Calls	0	180	119	299	299
Number of Visitors to City Hall Assisted	203	124	107	434	434
Number of Incoming Emails Processed	3309	2258	710	6277	6277
Number of Meetings Attended	5	8	17	30	30
Number of Training Sessions Attended	6	0	13	19	19
Number of Text Messagess Sent to Residents:	5	7	-	12	12
Number of Email Blasts Sent to Residents:	8	1	10	19	19
a. Woodcreek News ( <i>Meeting Information</i> )	1	1	10	12	12
b. Other	7	0	0	7	7
Number of Social Media Posts:	11	14	0	25	25
a. FaceBook	5	7	0	12	12
b. NextDoor	6	7	0	13	13
<b>CITY MANAGER ACTIVITY</b>					
Number of Vendor Contracts Negotiated, Incl. Franchise Agreements	0	0	2	2	2
<b>MARCH - BARNEY: 167 Augusta Drive - WB</b>					
36 - 40 MPH	11	22	35	68	68
41 - 45 MPH	2	5	1	8	8
46 - 50 MPH	0	3	1	4	4
51 - 55 MPH	1	0	0	1	1
56 - 60 MPH	1	0	1	2	2
TOTAL Number of Cars Counted	<b>6092</b>	<b>10522</b>	<b>8352</b>	<b>24966</b>	<b>24966</b>
TOTAL Number of Cars OVER the Speed Limit	<b>15</b>	<b>31</b>	<b>38</b>	<b>84</b>	<b>84</b>
PERCENTAGE of Traffic OVER the Speed Limit	<b>0.25%</b>	<b>0.29%</b>	<b>0.45%</b>	<b>0.34%</b>	<b>0.34%</b>
AVERAGE SPEED OF VEHICLES	<b>21.8</b>	<b>20.6</b>	<b>-</b>	<b>42.4</b>	<b>42.4</b>

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Activity Name	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL
<b>MARCH - FRED: 57 Brookhollow Drive - SB</b>					
36 - 40 MPH	19	65	5	89	89
41 - 45 MPH	5	8	1	14	14
46 - 50 MPH	1	4	0	5	5
51 - 55 MPH	0	1	0	1	1
56 - 60 MPH	0	0	0	0	0
TOTAL Number of Cars Counted	7417	7742	4886	20045	20045
TOTAL Number of Cars OVER the Speed Limit	25	78	6	109	109
PERCENTAGE of Traffic OVER the Speed Limit	0.34%	1.01%	0.12%	0.54%	0.54%
AVERAGE SPEED OF VEHICLES	22.6	23.7	-	46.3	46.3
<b>CITY SECRETARY ACTIVITY</b>					
Number of Agendas Created	16	12	18	46	46
Number of Agendas Posted	5	5	4	14	14
Number of Public Information Requests Answered	3	1	0	4	4
Number of HOT IT Tickets Generated (Call or Email)	2	0	6	8	8
Number of Municode Tickets Generated (Call or Email)	4	-	-	4	4
Special Events Coordinated:					
	0	1	1	2	2
<b>SUPPORT STAFF ACTIVITY</b>					
Number of "Contact Us" Emails Processed	0	0	32	32	32
Number of Invoices Coded	29	54	45	128	128
Number of Checks Printed	21	26	36	83	83
Number of Deer Reported	0	0	0	0	0
Number of Deer Successfully Pick Up	0	0	0	0	0

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Activity Name	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL
<b>CODE ADMIN ACTIVITY</b>					
Number of Code Violation Letters Sent	0	8	2	10	10
Number of Certificate of Occupancies Issued	0	0	0	0	0
Number of Permits Issued:	<b>0</b>	<b>7</b>	<b>32</b>	<b>39</b>	<b>39</b>
<i>Tree</i>	0	1	27	28	28
<i>Commercial</i>	0	0	0	0	0
<i>New Home Construction</i>	0	0	1	1	1
<i>Remodel / Addition</i>	0	1	1	2	2
<i>Fence</i>	0	1	1	2	2
<i>Deck</i>	0	0	1	1	1
<i>Shed / Greenhouse</i>	0	1	0	1	1
<i>Solar Panel Installation</i>	0	0	0	0	0
<i>Pool</i>	0	0	0	0	0
<i>Rights-of-Way Signs</i>	0	0	1	1	1
<i>Rights-of-Way Construction / Digging</i>	0	2	0	2	2
<i>Fireworks</i>	0	0	0	0	0
<i>Special Event</i>	0	0	0	0	0
<i>Variance Requests</i>	0	1	0	1	1
<i>Other Permits, Not Listed (on Financials)</i>	0	0	0	0	0
<b>HAYS COUNTY SHERIFF ACTIVITY</b>					
Total Hours of Patrols	12	12	8	32	32
NON-Woodcreek Residents Stopped	5	6	2	13	13
Number of Warnings Issued	16	7	5	28	28
Number of Tickets Issued	3	0	0	3	3