

City Staff Activity Tracker

For the Month of

Feb-24

Activity Name	TOTAL
GENERAL ACTIVITY SHARED for City Staff and Contractor(s)	
Number of Incoming Phone Calls	180
Number of Visitors to City Hall Assisted	124
Number of Incoming Emails Processed	2258
Number of Meetings Attended	8
Number of Training Sessions Attended	0
Number of Text Messages Sent to Residents:	7
Number of Email Blasts Sent to Residents:	1
a. Woodcreek News (<i>Meeting Information</i>)	1
b. Other	0
Number of Social Media Posts:	14
a. FaceBook	7
b. NextDoor	7
CITY MANAGER ACTIVITY	
Number of Vendor Contracts Negotiated, Incl. Franchise Agreements	0
Number of ATS Traffic Alerts Received - BARNEY	
36 - 40 MPH	22
41 - 45 MPH	5
46 - 50 MPH	3
51 - 55 MPH	0
56 - 60 MPH	0
TOTAL Number of Cars Counted	10522
TOTAL Number of Cars OVER the Speed Limit	31
PERCENTAGE of Traffic OVER the Speed Limit	2.90%
AVERAGE SPEED OF VEHICLES	20.6
Number of ATS Traffic Alerts Received - FRED	
36 - 40 MPH	65
41 - 45 MPH	8
46 - 50 MPH	4
51 - 55 MPH	1
56 - 60 MPH	0
TOTAL Number of Cars Counted	7742
TOTAL Number of Cars OVER the Speed Limit	78
PERCENTAGE of Traffic OVER the Speed Limit	1.01%
AVERAGE SPEED OF VEHICLES	23.7
CITY SECRETARY ACTIVITY	
Number of Agendas Created	12
Number of Agendas Posted	5

Activity Name	TOTAL
Number of Public Information Requests Answered	1
Number of HOT IT Tickets Generated (Call or Email)	0
<u>Special Events Coordinated:</u>	
Solar Eclipse Glasses	1
SUPPORT STAFF ACTIVITY	
Number of "Contact Us" Emails Processed	0
Number of Invoices Coded	54
Number of Checks Printed	26
Number of Deer Reported	0
Number of Deer Successfully Pick Up	0
CODE ADMIN ACTIVITY	
Number of Code Violation Letters Sent	8
Number of Certificate of Occupancies Issued	0
<u>Number of Permits Issued:</u>	7
Tree	1
Commercial	0
New Home Construction	0
Remodel / Addition	1
Fence	1
Deck	0
Shed / Greenhouse	1
Solar Panel Installation	0
Pool	0
Rights-of-Way Signs	0
Rights-of-Way Construction / Digging	2
Fireworks	0
Special Event	0
Variance Requests	1
Other Permits, Not Listed (<i>on Financials</i>)	0
HAYS COUNTY SHERIFF ACTIVITY	
Total Hours of Patrols	12
NON-Woodcreek Residents Stopped	6
Number of Warnings Issued	7
Number of Tickets Issued	0