



CITY CLERK'S OFFICE

FISCAL YEAR

2023-2024

MID-YEAR REPORT

JANUARY 3, 2024

ACCOMPLISHMENTS

**JULY 2023
THROUGH
DECEMBER 2023**

Public Records Requests:

- ▶ Received and processed **84** Public Records Requests

Records Management:

- ▶ **73** boxes from various departments have been sent to Iron Mountain (off-site storage facility)
- ▶ **85** boxes of records were properly destroyed (various departments)
- ▶ Semi-Annual Purge Thursday on November 2, 2023

ACCOMPLISHMENTS continued

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Notices, Agendas and Minutes for:

- ▶ 9 Regular Council Meetings
- ▶ 4 Special Council Meetings
- ▶ 1 Work Session

2024 Elections:

- ▶ Primary Property Tax (Ad Valorem) **May 21, 2024**
- ▶ Primary Election **August 6, 2024**
- ▶ General Election (if needed) **November 5, 2024**



QUESTIONS?