

# CITY CLERK'S OFFICE

JANUARY – DECEMBER  
2024

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REGULAR COUNCIL MEETING  
JANUARY 8, 2025



## ACCOMPLISHMENTS

JANUARY 2024  
THROUGH  
DECEMBER 2024

### Public Records Requests:

- Received and processed **155** Public Records Requests

### Records Management:

- **24** boxes from various departments have been sent to Iron Mountain (off-site storage facility)
- Assisted various departments purge records - **21** boxes of records were properly destroyed

# ACCOMPLISHMENTS CONTINUED

## Notices, Agendas and Minutes for:

- **20** Regular Council Meetings
- **8** Special Council Meetings
- **1** Budget Retreat

## 2024 Elections:

- E-Qual System
- Primary Property Tax (Ad Valorem  
**May 21, 2024**)
- Primary Election  
**August 6, 2024**
- General Election  
**November 5, 2024**



**QUESTIONS?**