



## CITY CLERK'S OFFICE

### MONTHLY REPORT JANUARY 2018

The City Clerk's Office continues to serve the City of Safford and its citizens efficiently and effectively. This monthly report will emphasize some of the key functions that have been completed by this office. As a part of this report, attached you will find our monthly statistics. I hope that you find value in this report and our office welcomes any input that may help our office better serve the City of Safford and its citizens.

#### KEY FUNCTIONS:

- Issued New Business Licenses Pursuant to City Code 5.04.010
- Prepared and mailed the Business License Application Renewal Notices
- Prepared, published and posted City Council Meeting Agendas/Notices
- Issued Dog Tags Pursuant to City Code 6.08.20
- Worked toward Goals & Objectives for FY17/18
- Scan current documents into Laserfiche: Minutes, Agendas, Resolutions, etc.

		NEW BUSINESS LICENSES		January 2018
Business Name	Owner	Business Address	Phone	Description
Saturnino Hales Gold, Scrap & Recovery	Saturnino Hales	390 W. 20th St.	928-965-0283	Buying & Recovering Gold
Arizona Movers & Shakers	Tabitha Rose	7135 E. Flores St. Solomon, AZ	928-432-1405	Janitorial
R&R Carpet & Landscaping Services	Josh Jones	2155 S. Mason Way Safford, AZ	928-322-8981	Lawn Care/Carpet Cleaning
CTI Contractors, LLC	Reed Haws	550 W. Baseline Mesa, AZ	915-203-8107	Roofing
CP Thermal Imaging	Frankie Castillo	210 E. Roper Lake Rd. Safford, AZ	928-322-5555	Thermal Inspections
Capstone Tax Advisory & Accounting	Natan Sorensen	602 S. 8th Ave. Safford, AZ	928-606-5492	Tax/Financial Advisory
JD's Service	Jack D. Dawson	301 S. 2nd Ave. Safford, AZ	480-258-2492	Mobile Mechanic
Preferred Insulation Constructors, Inc.	Charles Steinhaus	409 E. Watkins St. Phoenix, AZ	602-252-2693	Mechanical Insulation/Firestopping
Whitmer Bookkeeping Services	Garland Whitmer	1515 S. Central Ave. Safford, AZ	928-322-2831	Bookkeeping for Small Businesses
C&A Archery & More	Chad/Amber Bailey	1160 Paradise Circle Safford, AZ	928-322-2739	Fix/Maintian Compound/Recurve Bows