

STATE CODE ENFORCEMENT, INC.

RAMSEUR, NC

HOURLY REPORT

FEBRUARY 2019

DENNIS PINNIX

DATE	HRS.	
02/04/19	0.50	Received a call from Tim Matthews reference the signs on his building
02/05/19	0.25	Returned a call to Tim after speaking with Jill about the paintings on Tim's building
02/12/19	0.00	Returned a call to Jill (NO CHARGE) .25 hours
02/18/19	0.00	Returned a call to Jill (NO CHARGE) .25 hours
02/20/19	0.25	Scanned and emailed Bobbie the certified receipt and a copy of the returned certified NOV letter.
02/21/19	0.00	Returned a call to Jill (NO CHARGE) .75 hours
02/25/19	2.00	Complaint Investigation of trash at 7039 Jordan Road. Received a call from Vernon (the manager of Bojangles), Met with him to show him the area that needs to be mowed,
02/27/19	3.00	Complaint Investigation of minimum Hosing violations at 2207 & 2216 Dixon Street, hand delivered a copy of the trash NOV letter to Quick Check 7039 Jordan Road, Updated the pictures of 2001 Craven Street where the house has been demolished, Met Jill, Roger and Jimmy Brown at Townhall on the amount of allowable parking spaces at Brown's Auto. At Jill's request I visited Brown's Auto and documented 23 spaces that are 9x18.
02/28/19	0.25	Scanned documents on penalty letters and emailed them to Jill along with the findings at Brown's Auto that were found on 02/27/19.
02/28/19	1.00	Updated the February reports
Emp. Total	7.25	

JAYNE PINNIX

DATE	HRS.	
02/26/19	0.75	Researched the owners information and prepared the Notice of Violation letter for 7039 Jordan Road. Emailed it to Dennis for approval and to Bobbie to be mailed.
02/28/19	0.75	Researched the owners information and prepared the Notice of violation letter for 2207 Dixon Street. Emailed it to Bobbie to be mailed. Updated the mobile311 files and noted that no violation was found at 2216 Dixon Street.
Emp. Total	1.50	

TOTAL: 8.75