

**TOWN OF KEARNY
WORK SESSION MEETING MINUTES**

**A WORK SESSION OF THE TOWN COUNCIL OF THE TOWN OF KEARNY, ARIZONA, AT
THE KEARNY TOWN HALL LOCATED AT 912-C TILBURY DRIVE ON
MONDAY, APRIL 12, 202, AT 6:00 P.M.**

COUNCILMEMBERS PRESENT

Mayor	Jamie Ramsey
Vice Mayor	Daniel Radcliffe
Councilmember	David Herrera
Councilmember	Rudy Flores
Councilmember	Thomas O'Connor

COUNCILMEMBERS ABSENT

Councilmember	Samantha Misita
Councilmember	Nancy Hinojos (Excused)

TOWN STAFF PRESENT

Town Manager	Sharon Jakubowski Wolz
Town Clerk	Martina Burnam
Public Works Director	Ray Camacho
Police Chief	Wallace Kenney
Payables Clerk	Amanda Kenney
Fire Chief	Kenney Piggott

VISITORS PRESENT

ASARCO	Frank Adams
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CALL TO ORDER/PLEDGE OF ALLEGIANCE

Mayor Ramsey called the meeting to order at 6:02 p.m. followed by the Pledge of Allegiance.

ROLL CALL

Mayor Ramsey requested Town Clerk, Martina Burnam, to call the roll. Quorum was present.

NEW BUSINESS

BUDGET PRESENTATION AND DISCUSSION

A PRESENTATION OF BUDGET REQUESTS FOR THE TOWN COUNCIL BY TOWN MANAGER SHARON JAKUBOWSKI WOLZ.

The purpose of the presentation is to enlighten Council and Residents of departmental state-of-affairs and awareness of forecasting issues. Department heads requested to submit department budget estimates. Presentation represents next year's projected level of activity for each department. Justifications for adjustments are annotated.

**Budget Meeting
Town Council**

The following will be need to serve the Mayor and Council:

1. New council chairs and Residence Chairs-Chairs are worn and need of repair.

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- 2. iPad/tablets for each member to more effectively carry out their duties, less paper use, available immediately.

BUDGET REQUESTS

- 1. 10-51-21 Community Promotions FY20-21 Budgeted \$1,260.00 increase to \$2,000.00

Notes:

- We are asked to sponsor for an event like Pioneer Days, Car Shows, Parade or donate to events like the PTO.
- It would be nice to have Council or the Town host a 4th of July event of some kind. Since the insurance for Fire Works is so expensive and the Town can no longer pay for it.

Forecasting

Video/recording equipment to document council meeting and other council activities

DISCUSSION TOWN COUNCIL:

Town Manager knows that with COVID19 we didn't have many events, with cases reducing and vaccines distributed, we may open up more and be able to have events again. We need to get information from council at our next meeting if we are going to have a Fourth of July event this year. We know fireworks are not feasible, but something for the town may be done.

**Budget Meeting
Administration**

Department Facts:

- 1. Salaries
 - a. Justification:
 - i. There have not been salary increases in quite some time. Administrative staff work hard and diligently to ensure the town and its citizens are served in a professional and timely manner.
 - ii. Request \$1/hr. raise.
- 2. Audit and Accounting – increase in fees
- 3. Memberships, Books, Dues
 - a. Notary dues are coming due.
 - b. Membership to Town Clerk Training
 - c. Membership to deputy Town Clerk Training
 - d. ICMA membership and training
 - e. General Financial Officers Association membership and certification
- 4. Office Equipment – Capital Outlay
 - a. New, updated computers will be needed to more efficiently run administrative duties.
 - b. Estimated cost:
 - i. 2 computers - \$2,500 each
 - ii. Software upgrade \$500.00
 - iii. Cassell upgrades \$1,800.00
 - iv. Website redesign \$9,500.00 (may be made in installments @\$5,000.00 per year)
 - v. Building Repair-Roof and Facia, need to get a quote still

BUDGET REQUESTS

- 2. 10-52-02 Salaries

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- a. Increase as needed for \$1/hr. per person (4 employees)
 - i. Salaries increase would be \$8320
 - ii. Arizona State Retirement System increases to 12.41%
 - b. Overtime budgeted for \$1000, previous years not budgeted
 - c. Workman's Comp needs to be increased to \$950, it will go over this budget probably.
- | | | | | | |
|----|----------|--------------------------|-------------|----|-----------|
| 3. | 10-52-22 | Audit/Acctng | increase to | \$ | 9,000.00 |
| 4. | 10-52-20 | Advertising | increase to | \$ | 2,000.00 |
| 5. | 10-52-32 | Memberships, Books, Dues | increase to | \$ | 3,000.00 |
| 6. | 10-52-73 | Capital Outlay* | increase to | \$ | 14,500.00 |
| 7. | | Building Repair | increase to | \$ | ?? |

*see 4. b. iv above, include in calculations under correct budget line item

DISCUSSION ADMINISTRATION:

Town Manager is requesting across the board \$1.00 an hour raise for the employees. More trainings are opening up for everyone. Capital Outlay increase to bring our systems into the modern world and work more efficiently. Our website is very old and she is getting demonstrations and quotes from different companies. The administration building's facade needs replacing. It has had animals nesting in it and damaged it.

Budget Meeting Police Department and Dispatch

Summary Department Information:

Items to be included in 2021-2022 Budget include items that have not been reflected in last year's budget, but are payable over the next several years.

1. Adding Part-Time Code Enforcement/Building inspector
 - a. There have been many complaints about the town's appearance and safety issues.
 - b. Having a Code Enforcement/Building inspector will help alleviate the problems.
2. Salaries and Overtime 1 Chief, 1 Sgt, 4 Officers
 - a. Salaries
 - Police Departments in: Mammoth, Hayden, and Superior have gone to Council requesting salary increase.
 - Town of Kearny Police are currently starting at \$18.00/hr.
 - a. After Probation receives \$1.00 increase to \$19.00/hr.
 - b. Sergeants is at \$21.21/hr.
 - c. Chief of Police is at \$31.31/hr.
 - Town of Hayden begins at \$21.43/hr.
 - a. After 3 months is at \$22.48/hr.
 - b. After 9 months is at \$22.75/hr.
 - c. After 1 year is at \$23.44/hr.
 - d. Sergeant is at \$26.50/hr.
 - e. Chief of Police is at \$38.47/hr.
 - Town of Superior after 1 year is at \$23.00/hr.
 - a. Sergeant is at \$26.00/hr.

- b. Chief of Police is at \$38.47/hr.
 - o Town of Mammoth after 1 year is at \$20.50/hr.
 - a. Sergeant is at \$22.00/hr.
 - b. Chief of Police is at \$46.49/hr. Part-Time
 - San Tan is organizing a new PD.
 - o It is anticipating an offer to their Officers anywhere from \$60K - \$80K DOQ
 - In light of this information, KPD anticipates it will lose Officers to some of those other Police Departments.
 - o Request an increase of \$1.00/hr. for officers and Sergeant.
 - o Request an increase of \$2.00/hr. for Chief of Police.
 - Justification:
 - o In an effort to retain our already highly trained PD personnel it is imperative we offer an incentive for them to stay on our police force.
 - b. Overtime
 - No overtime has been budgeted
 - ~ \$4K has been expended from 3/2020 – 3/2021; anticipate \$8K
 - If there is a loss of Officers, there will be more OT in addition to any COVID – related OT.
 - Justification:
 - o If no overtime is budgeted, the department is most likely to exceed this line item in the budget.
- 3. Building maintenance, heating/cooling, and other repairs.
 - a. The heating/cooling unit is in need of replacement. It may not last the year.
 - b. Replacement cost: \$10K
 - c. Justification:
 - Given the extreme temperatures in Kearny, if the unit goes down, the department will be unbearable in the 120+ degree heat, not only for the officers, but the additional heat generated on the equipment.
 - d. Building Access Control
 - PD does not have a secure building. The front buzzer is inoperable and the back door does not lock securely from the inside, which likens the event of detainee escapes.
 - The building access control is necessary to keep the officers safe while detaining a suspect when brought in for arrest/bookings. A deadbolt could be installed as a temporary fix, but then the office will have to manage unlocking/locking doors while trying to maintain control of the suspect.
 - Cost for a new system is ~ **\$10,720.00**
- 4. Equipment (Repair/Maint.) System Maintenance Agreements 10-53-02 **\$33,000.00**
 - a. Milo Service Agreement **\$1,000.00** – Revenue generating
 - Some of this cost may be recuperated if the department charges user fees to neighboring PD's.
 - Chief has spoken with surrounding town PD Chiefs who are agreeable to paying KPD for Milo service training needs for their departments.
 - **Revenue** would be estimated at: \$25 for 8 hours or \$75 for 40 hours, \$150 for a MILO Instructor
 - b. Purchase of Motorola Solutions Radio equipment
 - Payment of \$23,082.60 over 6 years = **\$3,847.10 annually**
 - The Motorola Radio was already purchased: need to budget for annual payments. The subscriptions are a necessity to keep the equipment current and officers up to date on their

mandated training. The maintenance agreements are necessary to repair the equipment as needed without having downtime of any length should they need repair. The service agreements are considerably less expensive than calling an emergency technician to service them.

- c. System Module Subscriptions
 - Are a necessity to keep the equipment current and officers up to date on their mandated training.
5. General Supplies
 - a. Ammo – \$6K
 - b. Justification
 - The PD ammo stock is at 25% of inventory required to perform PD activities. The fact that the national ammo supply is tight will make it unclear as to when ammo might be more readily available on the market, even for PDs. Ammo should be purchased as soon as possible.
6. Travel and Training
 - Officers are required to have mandated training yearly.
7. Patrol Officer Uniforms
 - a. Complete sets (4) of uniforms \$3,500.00
 - Current budget is set at \$6,000.00
 - Current expenses (12Mar 2021) at \$8,982.71
 - Justification:
 - Allocating for three sets would prevent the department from going over budget for items that are directly needed to represent the KPD. NOTE: I changed the amount requested in the budget.
8. Vehicle repair and maintenance
 - a. PD has 6 unites, 2 quads, 1 UTV, and 1 Humvee that all require maintenance (oil, filter, tires, and other repairs)
9. Body-worn cameras
 - a. It is greatly anticipated that under the current federal administration, Congress may mandate PD across the nation to have these.
 - b. Cost to outfit the department is \$24,312.00
 - Part of this cost can be covered by the payments of the PD truck that will be paid off in April.
 - The truck payment is \$19K.
 - A grant can be sought to defer most, if not all, of the remaining cost.
 - c. Justification:
 - It is greatly anticipated that under the current federal administration, Congress may mandate PDs across the Nation to have these. If funds are not allocated and it is mandated, the department will not have the equipment and not be in compliance.
10. Office Supplies
 - a. This account is in the red every year.
 - b. In the past, PD controlled their own budget and request for supplies.
 - c. Need to see how supplies are allocated across the various departments to determine if each department should have their own (controlled) budget.
 - d. A color printer is needed replacement cost: \$500.00
11. FORECASTED EXPENSES TO BUDGET:
 - a. Dispatcher console – 5-year plan – project in forecasting budget; not a fiscal 2021-2022 item

- Anticipate replacement within the next several years.
- System is antiquated; parts are not readily available
- Replacement cost: ~ \$25K
- b. Ballistic Vest \$1,800.00 – project in forecasting budget; not a fiscal 2021-2022 item
 - All officers currently have a vest.
 - Need to allocate funds for future need/replacement.
 - Grant funding is available, but only covers half the cost.
 - The life of the vest is 5 years. There should
- c. 1 complete set of speed rated tires for the 6 units is \$4,500.00 – project one set each year forecasting budget; \$750.00 for fiscal 2021-2022 item
 - 1 set per year is used

BUDGET REQUESTS

1.	10-53-02	Salaries	adjust as needed (Meeting w/Pat calc'd incr of \$66,609.00)
2.	10-53-03	Overtime	increase to \$ 8,000.00
3.	10-53-28	Building Repair/Maint.	increase to \$ 13,000.00*
4.	10-53-30	Equip Repair/Maint.	increase to \$ 33,000.00
5.	10-53-39	Miscellaneous	decrease to \$ 1,000.00 (move to Vehicle Repair)
6.	10-53-44	Supplies, General	increase to \$ 14,000.00
7.	10-53-46	Travel and Training	increase to \$ 6,000.00 (move \$1K from Dispatch)
8.	10-53-48	Uniforms	increase to \$ 10,500.00
9.	10-53-52	Vehicle Expense	increase to \$ 11,000.00
10.	10-53-71	Equipment Purchases	increase to \$ 30,000.00**
11.	10-53-84	Capital Outlay	retain \$ 39,000.00***

* Expenses includes replacement cost of heating/cooling unit
 **Expenses include body cameras ~\$24K above budgeted \$12K
 *** Funds need to be allocated for purchase of new trucks to the fleet.

FORCASTING

1. Dispatcher console ~ \$25K
2. Ballistic Vest \$1,800.00 budget for one replacement in two years.

DISCUSSION POLICE DEPARTMENT:

Town Manager and Chief Kenney explained that detainees can possibly escape if not secured, needing to fix the building's access control. There are mandatory procedures for detaining juveniles on statutory crimes, that can create issues in the police department, if the access control isn't fixed.

Mayor Ramsey asked if there is a date on when the ac was placed on the building? Chief Kenney explained last time it was fixed; he was told it would need to be replaced next.

Town Manager explained that if we don't have agreements in place, we would have to pay extra for emergency calls and it would be less difficult to find someone to come to Kearny to fix the equipment.

Councilmember O'Connor asked if the rate for the MILO could be raised. Chief Kenney explained, because they work well with other agencies, the Town should keep the fees comparable with other places.

Town Manager explained that Chief and the other officers are doing their own oil changes and tire rotations to keep the costs of the vehicle maintenance down.

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Town Manager explained a new possible program with Enterprise rentals is available for town vehicles (including Public Works and a command vehicle for the Fire Department) to go through a rental program. Where the Town rents vehicles through Enterprise for a few years and then exchange for new ones. This program is used by the Town of Superior as well. Plus, because we are members of AMRRP Insurance pool, we qualify for a discount.

Budget Meeting Fire Department

NOTE: There are 18 Firefighters in total for this department.

- o Salaries
 - a. There have been no pay increases for some time.
 - b. Current Rates are:

SALARIES

	Current *	Proposed
Fire Chief	\$ 400/month	\$415/month
Asst Chief	\$ 200/month	\$215/month
Captains	\$ 15/ per drill, meeting, call	\$ 16
Lieutenants	\$ 12/ per drill, meeting, call	\$ 13
Secretary/Treasurer	\$ 12/ per drill, meeting, call	\$ 13
Firefighters	\$ 10/ per drill, meeting, call	\$ 11

- o Memberships, Books, Dues
 - a. Requesting and increase due to increase in fees
- o Supplies General
 - a. Requesting a decrease and moving the amount to uniforms.
- o Equipment
 - a. Structure Turnouts (Firefighter fire gear: pants, suspenders, jackets, etc.)
 - The last set of turnouts were ordered in February 2018
 - Budget **\$7,500** annually to cover costs of repair or replacement of ruined turnouts.
 - Justification:
 - Budgeting annually will permit rotation of buying a few sets every couple of years instead of having to replace all of them at once. Reduction in costs over the long run.
 - b. One 1.5" fire hose nozzle costs \$800 – information only, not a budget item.
 - c. Self-contained Breathing Apparatus (SCBA)
 - The department currently has 12 which are used on a rotating basis – firefighters just grab one and go
 - One SCBA costs **\$9K**
 - The department needs 6 more to ensure every firefighter has one.
 - 12 x 9 = **\$108K** project in forecasting budget; not a fiscal 2021-2022 item
 - Justification:
 - Barring COVID reasons, these SCBAs should belong to each individual firefighter for hygiene reasons.
 - If the department has another fire season similar to last year (6 fires) the FD cannot deploy all firefighters because they will not have the gear to fight the fire. They will

have to rotate gear and only able to deploy 12 firefighters instead of all 18. This may prove devastating in a major event.

- d. Face masks
 - The department currently has 12, rotated among the 18 firefighters.
 - One mask costs \$450
 - $12 \times 450 = \$5,400.00$
 - Justification:
 - Barring COVID reasons, these masks should belong to each individual firefighter for hygiene reasons.
- e. Structure Pumper
 - The department currently has:
 - 2 Structure Pumpers (Fire Trucks) in worn condition
 - 1994 Pierce
 - 1997 Saulsbury (donated from Tempe FD om 2017)
 - The cost of 1 new Structure Pumper is ~ **\$500K** - project in forecasting budget; not a fiscal 2021-2022 item
- f. Water Tender
 - 1- 2008 Water Tender - Revenue generating
 - This Tender is also in worn condition. It is a 2008. (13 years old)
 - The department has the potential to earn revenue of \$103/hr. when used to fight fires on state land. (The state reimburses the department for its services.) Potential earned revenue is estimated to be \$7K annually
 - The life of a Tender is 15 years. After this time, it does not meet mandated standards. If the department were to be called out for an event and the Tender is older than 15 years, the department will not be reimbursed at full per diem, but at a lower rate due to the inefficiencies of the unit after its 15-year limit.
 - Replacement cost is ~ **\$160K - \$175K.**
- g. Extrication Tools
 - The department has a set of extrication tools that were purchased in 1994.
 - The cost for a new extrication tool set is ~ **\$30K - \$35K**
 - Each tool set consists of 5 tools and chargers at a cost of \$5K - \$7K per tool
 - Justification:
 - These tools are currently listed as obsolete due to the fact they cannot obtain parts for repair AND they will not cut through the special alloy metal used in the cars manufactured today. This is a lifesaving tool for the residents and visitors to Kearny.
- FORECASTED EXPENSES TO BUDGET:
 - a. The cost of 1 new Structure Pumper is ~ **\$500K** - project in forecasting budget; not a fiscal 2021-2022 item
 - b. Water Tender ~ \$160,000.00-\$175,000.00 budget for one replacement within two years.
 - c. SBCAS ~ \$108,000.00 over 2 years
 - d. Masks ~ \$5,400.00 over 2 years.

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- REVENUE GENERATORS
 - a. Wildland Firefighter
 - The department works with the AZ State Fire Department (Forestry Division) for certification
 - Cost is minimal due to the existing relationship between agencies and the fact that Kearny is a small town.
 - When the department gets called out for a wildland fire, the department is reimbursed for their services at a rate of \$13.64/hr. per firefighter, as well as for apparatus at various rates.
 - Last year the department responded to 6 wildfires resulting in revenue for the department in the amount of \$14,396.00 - These funds went into the General Fund.
 - The Fire Department has the potential to bring in roughly \$10K - \$15K annually
 - b. State Response Incidents
 - 2019 car accident near mine
 - After final settlement between insurance agencies for the drivers, Kearny FD received \$1,723 for their services, which was received in 2020.
 - These funds went into the General Fund
 - d. 2001 State Bill
 - A state bill was passed in 2001 which authorized small towns to respond to fires, car accidents, etc. that are out of their jurisdiction and to get paid for those services.
 - This bill allows for Kearny FD to potentially have additional revenue (misc. revenue fund: 10-36-24)
 - The FD has the potential to ring in roughly \$5K - \$7K
 - These funds went into the General Fund

BUDGET REQUESTS

10-54-02	Salaries	increase to	\$20,000.00
10-54-32	Memberships/books/dues	increase to	\$ 400.00
10-54-44	Supplies General	decrease to	\$2,000.00 (move to Uniforms)
10-54-48	Uniforms	change to	\$2,000.00
10-54-54	Fuel Purchases	decrease to	\$1,500.00 (move to Equipment Purchases)
10-54-71	Equipment Purchases	increase to	\$45,200.00 *

* includes \$7,500 for 1 turnout, \$35K extrication tools (1 time purchase), \$2,700.00 6 masks

DISCUSSION FIRE DEPARTMENT:

Budget Meeting Public Works Department

Department Overview:

- Most of the PW equipment is over 30 years old and has been repaired many times.
- There is no succession planning
 - Ramon Camacho is the only one with the 4 licenses required to operate the Public Works Department
- Public Works staff are not adequately trained for mandated licensure
 - Staff need to get mandated licenses to meet Public Works requirements.
 - Cost per employee is ~ \$1,000.00

1. Equipment in need of replacement Waste Water Treatment Plant (WWTP) 21+ years old
 - a. AC/Blower
 - Blower room cooler ~ \$2,500.00
 - Bagging room cooler ~ \$1,000.00
 - If the coolers are not replaced, certain components will stop functioning.
 - Temperatures can reach up to 135 degrees.
 - e. Pump
 - ~ \$15,000.00 - \$20,000.00
 - Needs immediate replacement
 - Consequences: raw sewage spillage
 - f. Concrete
 - ~ \$5,000.00 - \$8,000.00
 - Consequences: raw sewage spillage
 - 2 companies are getting quotes ready for the Town.
2. Fire Hydrants
 - a. There are 19 fire hydrants that are not at operating standards.
 - b. Bids are currently being collected.
 - c. Estimated repair in **\$54K**
 - d. Justification:
 - There is a potential for a lawsuit if a hydrant fails to function during a fire. Technically, the hydrants should be tagged as inoperable, thereby notifying residents of the deficiency. If this were to be done, the Town will see the deficiencies and start inquiring as to why they are not being repaired and ask what the Town is going to do if they do malfunction during an event.
3. Salaries
 - a. Request a \$1 per entry-level employee, \$1.13 for 34 year employee, and \$2 increase for 39 year employee.
 - b. Justification:
 - There have been no pay increases for a couple of years
 - There is no succession planning for when Ramon Camacho retires, which may be as soon as this summer.
 - There needs to be an incentive plan to train PW staff so they can move up in the ranks.
 - Grade 3 employees have 1 license and earn, on average, \$27/hr.
 - Entry-level employees with no license earn \$16/hr. - \$17/hr.
 - Salary at Kearny Public Works:
 - 5 -Entry-level: \$12.15/hr. \$116,640.00
 - Our 34 year employee makes \$19.87/hr. @\$21 = \$40,320.00
 - Our 39 year employee makes \$30/hr. @\$32 = \$61,440.00
 -

BUDGET REQUESTS

Parks (No salaries, FICA showing)

1. 10-56-48	Uniforms	need to be increased	\$1,000.00
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Recreation

1. 10-59-02	Salaries	increase to	\$ 35,000.00
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2. 10-59-40 Office Supplies increase to \$ 150.00

Streets

1. 10-62-48 Uniforms need to be increased \$1,000.00

Utilities

1. 30-80-02 Salaries adjust as needed – see salaries line in justification
2. 30-80-26 Licenses and Reg need to increase to \$ 8,000.00
3. 30-80-27 Chem and Addvs need to increase to \$ 4,000.00
4. 30-80-30 Equip Repair/Maint. need to increase to \$ 50,000.00*
5. 30-80-39 Miscellaneous need to decrease to \$ 1,000.00 (\$3,200.00 move to?)
6. 30-80-44 Supplies, General need to increase to \$ 20,000.00
7. 30-80-46 Travel/Training need to increase to \$ 7,000.00
8. 30-80-52 Vehicle Expense need to increase to \$ 45,000.00**
9. 00-00-00 CIP? need to allocate \$ 54,000.00 _fire hydrants

*Expense includes AC unit, concrete, pump at WWTP

**Expense includes small back hoe and tractor

FORCASTING

- 1. 3 new Trucks: 1 truck each year to have working fleet
 - a. San Tan Ford government discount price:
 - i. 2 – 2-wheel drive and 1- 4-wheel drive
 - ii. ~ \$26K - \$30K
- 2. Dump Truck
 - a. Cost: \$50K - \$60K – Allocate yearly for eventual purchase

DISCUSSION PUBLIC WORKS:

**Budget Meeting
Magistrate**

Department Facts:

- 5. Salaries
 - a. Justification:
 - i. There has not been salary increases in quite some time.
 - ii. Request \$1/hr. raise.
- 6. Public Defense
 - a. Fees have increased
- 7. Prisoners
 - a. Fees have increased

BUDGET REQUESTS

- 8. 10-52-02 Salaries
increase as needed for \$1/hr.

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|--------------|----------------|-------------|------------|
| 9. 10-58-13 | Public Defense | increase to | \$5,500.00 |
| 10. 10-58-43 | Prisoners | increase to | \$3,000.00 |

**Budget Meeting
Library**

- | | | | |
|-------------|-----------------------------------|------------------------------|--------------------------------------|
| 1. 10-60-02 | Salaries | increase to add \$1/hr extra | |
| 2. 10-60-07 | Health insurance is underbudgeted | increase to | \$16,000.00 |
| 3. 10-60-24 | Bond & Insurance is underbudgeted | increase to | \$ 3,500.00 |
| 4. 10-60-30 | Equipment Maint. | increase to | \$ 2,200.00 (Monthly is about \$113) |
| 5. 10-60-32 | Membership Dues is underbudgeted | increase to | \$ 380.00 |
| 6. 10-60-40 | Office Supplies | increase to | \$ 500.00 |
| 7. 00-00-00 | Events/Community Relations | budget | \$ 1,000.00 |

Note:

#3. We split the cost of CAG membership dues with all departments

#6. Do we need to create a community promotion/ community events line for these events?

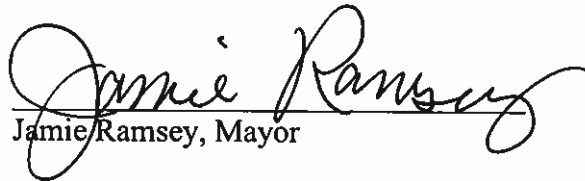
DISCUSSION MAGISTRATE AND LIBRARY:

ADJOURNMENT

Motion by Vice Mayor Radcliffe **second** by Councilmember O'Connor to adjourn the Work Session Meeting. **Vote** – Mayor Jamie Ramsey, Vice Mayor Daniel Radcliffe, Councilmembers Rudy Flores, David Herrera and Thomas O'Connor all voted in favor of the motion.

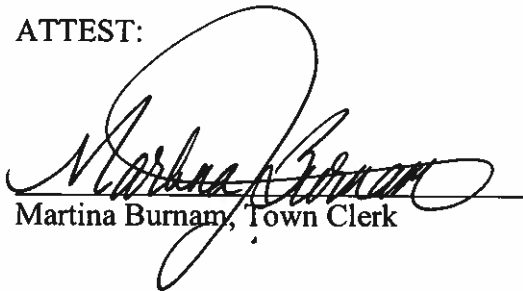
MOTION PASSED.

Meeting was adjourned at 8:05 p.m.



Jamie Ramsey, Mayor

ATTEST:



Martina Burnam, Town Clerk



Sharon Jakubowski Wolz, Town Manager