

**Minutes of a Special Meeting of the Common Council of the Town of Clarkdale
Held on Tuesday, June 23, 2009**

A Special Meeting of the Common Council of the Town of Clarkdale was held on Tuesday, June 23, 2009, at 3:00 PM at Clark Memorial Clubhouse, 19 North Ninth Street, Men's Lounge, Clarkdale, Arizona.

Town Council:

Mayor Doug Von Gausig
Vice Mayor Jerry Wiley

Councilmember Patricia Williams
Councilmember Curtiss Bohall
Councilmember Richard Dehnert

Town Staff:

Town Manager Gayle Mabery
Public Works Director Steve Burroughs
Police Chief Pat Haynie
Deputy Town Clerk Walt Good

Town Clerk/Finance Director Kathy Bainbridge
Community Development Director Sherry Bailey
Utility Director Wayne Debrosky
Planner II Normalinda Zúñiga

CALL TO ORDER 3:01

PUBLIC COMMENT – The Town Council invites the public to provide comments at this time. Members of the Council may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. §38-431.01(G), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date. Persons interested in making a comment on a specific agenda item are asked to complete a brief form and submit it to the Town Clerk during the meeting. Each speaker is asked to limit their comments to five minutes.

No Public Comment.

CONSENT AGENDA - The consent agenda portion of the agenda is a means of expediting routine matters that must be acted on by the Council. All items are approved with one motion. Any items may be removed for discussion at the request of any Council Member.

Reports - Approval of written Reports from Town Departments and Other Agencies

Building Permit Report – May 2009

Capital Improvements Report - May 2009

Magistrate Court Report – May 2009

Police Department Report – May 2009

Water and Wastewater Report – May 2009

Clarkdale Fire District Report and Mutual Aid Responses Report – May 2009

Intergovernmental Agreement for Establishment of Unified Emergency

Management – Approval of the 2009-2010 Intergovernmental Agreement between Yavapai County and the Town of Clarkdale for Emergency Management Services.

Resignation of Elaine Sakelarios From Design Review Board and General Plan

Update Committee – Acceptance of the letter of resignation from Elaine Sakelarios from the Design Review Board and the General Plan Update Committee.

Proclamation Proclaiming the Month of August 2009 as Drowning Impact

Awareness Month– Approval of a Proclamation declaring the month of August 2009 as Drowning Impact Awareness Month.

Municipal Property Corporation Appointment – Approval of a resolution appointing Janice Benatz to a term on the Municipal Property Corporation Board of Directors. Resolution 1298

Vice Mayor Wiley moved to accept the Consent Agenda as prepared by staff. Motion seconded by Councilmember Bohall. Motion approved unanimously.

NEW BUSINESS

CENSUS PREPARATION PRESENTATION – Presentation by Gail Sadler, our Northern Arizona representative from the 2010 U.S. Census office.

Gail Sadler presented Council a PowerPoint presentation on the 2010 U.S. Census. In the 2000 census Clarkdale had the highest Yavapai County percentage of returned forms on the first go around, seventy-two (72%) percent. Clarkdale was third in the State. The importance of the 2010 census is that the State could possibly gain two House of Representative Districts and the distribution of federal funds. Ms. Sadler's goal is to form a partnership with the Northern Arizona Counties, Cities and Towns governments for a high level of first response rate for Yavapai County and the Town of Clarkdale.

Census is not just a count of citizens but a census count of residents. All those living in Clarkdale must be counted. Hard to count groups are aliens, illiterate, elderly, youth, Native Americans and disabled. These are the individuals that need the services the most and need to be counted.

The census form this time has been shortened to ten questions. It is a simple form. Every house has been mapped and the address coded. The reservation will be hand delivered and hand tabulated. Only tribal personnel will be used to work on the reservation.

First response data is the most accurate. Census workers will return to those homes that do not return the mail in a set timeline.

Mayor Von Gausig asked how the census is trying to guarantee that undocumented aliens are counted. Ms. Sadler replied that census is working with communities to help all individuals feel that it is safe to be counted and important to be counted. Those communities that have signed a partnership can get funds to assist in getting the word out to every resident. This is the time to organize.

Town Manager Mabery informed Council that Normalinda Zúñiga, Planner II, has been appointed the Clarkdale Complete Count Committee Chairperson. Ms. Zúñiga stated to Council that she had met with Ms. Sadler earlier today and they had identified at risk areas and started formulating a plan to ensure they are counted and help those in at risk areas understand the safety and importance of the 2010 Census. The Clarkdale Complete

Count Committee should be formed by the end of July. The three items that Ms. Zúñiga hopes to convey to residents are; it is easy, it is safe and confidential, and it is important.

2009 SPIRIT OF CLARKDALE AWARD NOMINATIONS - Discussion and consideration of the review committee recommendations to Council on the 2009 “Spirit of Clarkdale” nominations.

Mayor Von Gausig read the list of nominees to Council:

Drake Meinke – Community Volunteerism

Drake Meinke has obtained two grants within the past year for Clarkdale historical signage. Mr. Meinke has also worked with the Clarkdale Heritage Museum and serves as Chairman on the Town of Clarkdale Heritage Conservancy Board.

Linda McDonough – Community Volunteerism

Linda McDonough has been involved with preserving Clarkdale’s past since she moved to Clarkdale. Ms. McDonough has been involved with the Gazebo Restoration Project and preserving Clarkdale’s paper history. This past year Ms. McDonough has been instrumental in the opening and operation of the Clarkdale Heritage Museum.

Phyllis Linder – Property Beautification

Phyllis Linder’s property at 1503 Main Street has undergone a xeriscape that has improved the property visual appeal. Ms. Linder’s efforts also conserve water, a goal of the Town.

Gloria & Pete Herrera – Neighborhood Programs, Community Volunteerism

Gloria and Pete Herrera have been involved with the Centerville neighborhood for twenty-five plus years and have supported the Town in many activities. They have made a lasting difference in Centerville and the Town of Clarkdale.

Danny Smith – Property Beautification

Danny Smith’s residence at 26 N. Tenth St., yard was revamped in the past year. Mr. Smith has done a very attractive landscaping project that includes a child play area and patio.

George Skoblin – Property Beautification

The George Skoblin property at 1921 Peregrine Lane has installed photovoltaic electric panels in an unobtrusive manner providing a conservation of a resource in an eye pleasing presentation.

Nick, Katey & Sean Williams – Neighborhood Programs, Community Volunteerism

Nick and Katey Williams have contributed to the neighborhood and community. Katey makes baked goods and Nick delivers them to their

neighbors. Sean, while playing in the park found the American flag when it had blown from the flagpole. Sean gathered the flag and returned it to Townhall.

Vice Mayor Wiley moved to accept the review committee's recommendations for the 2009 "Spirit of Clarkdale Awards". Councilmember Dehnert seconded the motion.

Motion approved unanimously.

RESOLUTION SUPPORTING TEA-21 GRANT APPLICATION FOR CLARKDALE PARKWAY ENHANCEMENT – Discussion and consideration of approval of the TEA 21 Grant Application submittal Round 17 (Local Project) for Clarkdale Parkway Enhancement.

Resolution 1299

Public Works Director Steve Burroughs explained the proposed project and the potential cost involved if the Town were awarded the grant and accepted it. Public Works Director Steve Burroughs informed Council that there are three years to complete the grant if it is awarded and Council accepts. Last year the grant included more items and the cost of the project was over the \$500,000 limit. We are proposing to place the bike lane in the roadway itself, this will allow the pedestrian area to be at 5 to 7 feet. The last grant application did not have the bicycle collation endorsement because they prefer to have the bike lane in the roadway. They feel that it is better to be with traffic than to be with pedestrians. Mr. Burroughs has spoken with their president and the bicycle coalition has agreed to write a letter in support of the project. This is a local project and has a \$500,000 limit. There is a 5.7% Town match plus the Town would be responsible for the scoping portion and a \$5,000 ADOT project review fee.

Mayor Von Gausig asked why ADOT has to review the project. Public Works Director Steve Burroughs replied that these are federal funds and ADOT is responsible to manage the funds. NACOG does a courtesy review and ranking of the projects.

Councilmember Bohall motioned to approve Resolution #1299, a resolution supporting the submittal of the TEA-21 Grant for the Clarkdale Parkway Enhancement as submitted. Motion seconded by Vice Mayor Wiley. Motion approved unanimously.

RESOLUTION SUPPORTING TEA-21 GRANT APPLICATION FOR HWY 89A SIDEWALK ENHANCEMENT – Discussion and consideration of approval of the TEA 21 Grant Application submittal Round 17 (Local Project) for Hwy 89A Sidewalk Enhancement.

Resolution 1300

Public Works Director Steve Burroughs explained the proposed sidewalk along Hwy 89A project and the potential cost involved if the Town were awarded the grant and accepted it.

Councilmember Williams asked about the addition of a bike lane on Hwy 89A. Steve Burroughs replied that Hwy 89A is a State route and that there was an original plan to include them but because of finances it was removed. Town Manager Mabery said that because of the matching funds required, Clarkdale would only be able to afford smaller

ten foot wide strips for bike and pedestrian access.

Public Works Director Steve Burroughs informed Council that the sidewalk portion from Centerville Road to Clarkdale Parkway is about 1900 feet and will be the most costly to construct because of the railing required along Deception Wash. Vice Mayor Wiley stated that the Centerville Road to Clarkdale Parkway portion of the project is the most pedestrian traveled section.

Councilmember Dehnert asked if the project could be designed to add a bike lane at a future date if funds were to become available. Mr. Burroughs replied that it is feasible.

Councilmember Williams motioned to approve Resolution # 1300, a resolution supporting the submittal of the TEA-21 Grant for the Hwy 89A Sidewalk Enhancement. Motion seconded by Councilmember Dehnert. Motion approved unanimously.

FISCAL YEAR 2008/2009 BUDGET– Discussion and possible action regarding authorization for fund transfers within the Fiscal Year 2008/2009 budget.

Finance Director/Town Clerk Bainbridge explained to Council the need for approval to transfer funds within the Fiscal Year 2008/2009 budget. Finance Director/Town Clerk Bainbridge recommended to Council that \$220,000 of the \$308,000 be transferred to the Street Fund and that \$88,000 be left in the General Fund.

Vice Mayor Wiley moved to authorize fund transfer of \$220,000 from the General Fund to the Streets Fund. Councilmember Bohall seconded the motion. Motion approved unanimously.

FY 2009-10 PRELIMINARY BUDGET – Consideration of adoption of the Preliminary Budget for Fiscal Year 2009-2010.

Finance Director/Town Clerk Bainbridge presented Council the Preliminary Budget for Fiscal Year 2009-2010 for review and possible adoption. The form that the Preliminary budget is in is the form required by the State Auditor General.

Forms are attached:

TOWN OF CLARKDALE
Summary Schedule of Estimated Revenues and Expenditures/Expenses
Fiscal Year 2010

FUND	ADOPTED BUDGETED EXPENDITURES/EXPENSES* 2009	ACTUAL EXPENDITURES/EXPENSES ** 2009	FUND BALANCE/ NET ASSETS*** July 1, 2009**	PROPERTY TAX REVENUES 2010	ESTIMATED REVENUES OTHER THAN PROPERTY TAXES 2010	OTHER FINANCING 2010		INTERFUND TRANSFERS 2010		TOTAL FINANCIAL RESOURCES AVAILABLE 2010	BUDGETED EXPENDITURES/EXPENSES 2010
						SOURCES	<USES>	IN	<OUT>		
1. General Fund	\$ 3,042,487	\$ 2,267,791	\$ 174,162	Primary: \$ 403,892	\$ 2,301,296	\$	\$	\$ 200,086	\$ 349,384	\$ 2,730,052	\$ 2,556,688
2. Special Revenue Funds	3,874,041	1,094,845	127,604	Secondary:	25,055,858			295,265	76,039	25,402,688	25,122,166
3. Debt Service Funds Available											
4. Less: Designation for Future Debt Retirement											
5. Total Debt Service Funds											
6. Capital Projects Funds	800,000	286,202	112,500		600,000			74,119		786,619	786,252
7. Permanent Funds	5,000				3,843					3,843	3,500
8. Enterprise Funds Available	5,387,258	1,922,464	3,255,794		2,119,963				144,047	5,231,710	5,231,296
9. Less: Designation for Future Debt Retirement											
10. Total Enterprise Funds	5,387,258	1,922,464	3,255,794		2,119,963				144,047	5,231,710	5,231,296
11. Internal Service Funds											
12. TOTAL ALL FUNDS	\$ 13,108,786	\$ 5,571,302	\$ 3,670,060	\$ 403,892	\$ 30,080,960	\$	\$	\$ 569,470	\$ 569,470	\$ 34,154,912	\$ 33,699,902

EXPENDITURE LIMITATION COMPARISON

	2009	2010
1. Budgeted expenditures/expenses	\$ 13,108,786	\$ 33,699,902
2. Add/subtract: estimated net reconciling items		
3. Budgeted expenditures/expenses adjusted for reconciling items	13,108,786	33,699,902
4. Less: estimated exclusions		
5. Amount subject to the expenditure limitation	\$ 13,108,786	\$ 33,699,902
6. EEC or voter-approved alternative expenditure limitation	\$	\$

The city/town does not levy property taxes and does not have special assessment districts for which property taxes are levied. Therefore, Schedule B has been omitted.

* Includes Expenditure/Expense Adjustments Approved in current year from Schedule E.

** Includes actual amounts as of the date the proposed budget was prepared, adjusted for estimated activity for the remainder of the fiscal year.

*** Amounts in this column represent Fund Balance/Net Asset amounts except for amounts invested in capital assets, net of related debt, and reserved/restricted amounts established as offsets to assets presented for informational purposes (i.e., prepaids, inventory, etc.).

TOWN OF CLARKDALE
Summary of Tax Levy and Tax Rate Information
Fiscal Year 2010

	2009	2010
1. Maximum allowable primary property tax levy. A.R.S. §42-17051(A)	\$ 389,216	\$ 403,892
2. Amount received from primary property taxation in the current year in excess of the sum of that year's maximum allowable primary property tax levy. A.R.S. §42-17102(A)(18)	\$ _____	
3. Property tax levy amounts		
A. Primary property taxes	\$ 288,949	\$ 403,892
B. Secondary property taxes	\$ _____	\$ _____
C. Total property tax levy amounts	\$ 288,949	\$ 403,892
4. Property taxes collected*		
A. Primary property taxes		
(1) Current year's levy	\$ 273,522	
(2) Prior years' levies	6,144	
(3) Total primary property taxes	\$ 279,666	
B. Secondary property taxes		
(1) Current year's levy	\$ _____	
(2) Prior years' levies	\$ _____	
(3) Total secondary property taxes	\$ _____	
C. Total property taxes collected	\$ 279,666	
5. Property tax rates		
A. City/Town tax rate		
(1) Primary property tax rate	0.7100	0.9121
(2) Secondary property tax rate	_____	_____
(3) Total city/town tax rate	0.7100	0.9121
B. Special assessment district tax rates		
Secondary property tax rates - As of the date the proposed budget was prepared, the city/town was operating <u>zero</u> special assessment districts for which secondary property taxes are levied. For information pertaining to these special assessment districts and their tax rates, please contact the city/town.		

* Includes actual property taxes collected as of the date the proposed budget was prepared, plus estimated property tax collections for the remainder of the fiscal year.

TOWN OF CLARKDALE
Summary by Fund Type of Revenues Other Than Property Taxes
Fiscal Year 2010

SOURCE OF REVENUES	ESTIMATED REVENUES 2009	ACTUAL REVENUES* 2009	ESTIMATED REVENUES 2010
GENERAL FUND			
Local taxes			
Local Sales Tax	\$ 896,522	\$ 712,000	\$ 831,120
Public Safety Sales Tax	89,305	76,500	66,795
Licenses and permits			
Business & Home Occupational Licenses	12,500	7,165	8,000
Building Permits	75,000	43,000	65,000
General Planning and Zoning	5,000	1,500	5,000
Intergovernmental			
Fire District Revenue	213,421	179,705	
County Motor Vehicle Licenses	227,300	208,455	205,000
Yavapai County Library District	27,767	27,767	27,767
State Sales Tax Revenue Sharing	332,847	298,368	282,920
State Income Tax Revenue Sharing	542,486	551,006	475,112
Charges for services			
Facilities Rentals	9,800	6,400	3,200
Animal Control	1,500	1,900	1,500
Museum Utility Reimbursement		1,200	
Police Special Project Reimbursement		9,913	
Parks & Recreation Revenue	8,250	7,912	750
Fines and forfeits			
Magistrate Court Fines	65,000	45,325	50,000
Forfeitures and Auctions	50,000		50,000
Interest on investments			
LGIP Interest	30,000	15,000	15,132
In-lieu property taxes			
Contributions			
Library	5,000	3,046	
Parks & Recreation	10,000	6,510	
Police	10,000	2,680	
Yavapai-Apache Nation	46,369	46,369	
Other Donations	5,000	1,637	
Miscellaneous			
Franchise Royalties	36,000	35,000	61,000
Miscellaneous Revenue	6,000	7,900	1,000
Development and Growth	150,000		150,000
Insurance Dividends		16,579	
Total General Fund	\$ 2,855,067	\$ 2,312,837	\$ 2,301,296

TOWN OF CLARKDALE
Summary by Fund Type of Revenues Other Than Property Taxes
Fiscal Year 2010

SOURCE OF REVENUES	ESTIMATED REVENUES 2009	ACTUAL REVENUES* 2009	ESTIMATED REVENUES 2010
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* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.

TOWN OF CLARKDALE
Summary by Fund Type of Revenues Other Than Property Taxes
Fiscal Year 2010

<u>SOURCE OF REVENUES</u>	<u>ESTIMATED REVENUES 2009</u>	<u>ACTUAL REVENUES* 2009</u>	<u>ESTIMATED REVENUES 2010</u>
	\$ _____	\$ _____	\$ _____
Total Special Revenue Funds	\$ 3,215,186	\$ 1,096,206	\$ 25,055,858

* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.

TOWN OF CLARKDALE
Summary by Fund Type of Revenues Other Than Property Taxes
Fiscal Year 2010

SOURCE OF REVENUES	ESTIMATED REVENUES 2009	ACTUAL REVENUES* 2009	ESTIMATED REVENUES 2010
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* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.

TOWN OF CLARKDALE
Summary by Fund Type of Revenues Other Than Property Taxes
Fiscal Year 2010

SOURCE OF REVENUES	ESTIMATED REVENUES 2009	ACTUAL REVENUES* 2009	ESTIMATED REVENUES 2010
Cemetery			
Lot Sales, Interments, Dome Sales	\$ 49,509	\$ 23,535	\$ 40,217
Prepaid Revenue	10,000		5,366
Investment Interest			
	\$ 59,509	\$ 23,535	\$ 45,583
Total Enterprise Funds	\$ 2,236,234	\$ 1,717,451	\$ 2,119,963

* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.

TOWN OF CLARKDALE
Summary by Fund Type of Other Financing Sources/<Uses> and Interfund Transfers
Fiscal Year 2010

FUND	OTHER FINANCING 2010		INTERFUND TRANSFERS 2010	
	SOURCES	<USES>	IN	<OUT>
GENERAL FUND				
General Fund to Streets Fund	\$	\$	\$	\$ 275,265
General Fund to CIP Fund				74,119
Water Fund Reimbursement Fee			57,852	
Wastewater Fund Reimbursement Fee			39,856	
Street Fund Reimbursement Fee			55,607	
Cemetery Fund Reimbursement Fee			4,144	
Grants Fund Reimbursement Fee			16,000	
Sanitation Fund Reimbursement Fee			22,195	
Development Fund Reimbursement			4,432	
Total General Fund	\$	\$	\$ 200,086	\$ 349,384
SPECIAL REVENUE FUNDS				
Streets Fund from General Fund	\$	\$	\$ 275,265	\$
Streets Fund Reimbursement To GF				55,607
Grants Fund Reimbursement Fee to GF				16,000
Development Fund Reimbursement to GF				4,432
Street Fund from Water Equipment Fee			15,000	
Street Fund from WW Equipment Fee			5,000	
Total Special Revenue Funds	\$	\$	\$ 295,265	\$ 76,039
DEBT SERVICE FUNDS				
	\$	\$	\$	\$
Total Debt Service Funds	\$	\$	\$	\$
CAPITAL PROJECTS FUNDS				
General Fund to CIP Fund	\$	\$	\$ 74,119	\$
Total Capital Projects Funds	\$	\$	\$ 74,119	\$
PERMANENT FUNDS				
	\$	\$	\$	\$
Total Permanent Funds	\$	\$	\$	\$
ENTERPRISE FUNDS				
Water Fund Reimbursement Fee to GF	\$	\$	\$	\$ 57,852
Water Fund Equipment Fee to SF				15,000
Wastewater Fund Reimbursement to GF				39,856
Wastewater Fund Equipment Fee to SF				5,000
Cemetery Fund Reimbursement to GF				4,144
Sanitation Fund Reimbursement to GF				22,195

TOWN OF CLARKDALE
Summary by Fund Type of Other Financing Sources/<Uses> and Interfund Transfers
Fiscal Year 2010

FUND	OTHER FINANCING 2010		INTERFUND TRANSFERS 2010	
	SOURCES	<USES>	IN	<OUT>
Total Enterprise Funds	\$	\$	\$	\$ 144,047
INTERNAL SERVICE FUNDS	\$	\$	\$	\$
Total Internal Service Funds	\$	\$	\$	\$
TOTAL ALL FUNDS	\$	\$	\$ 569,470	\$ 569,470

Finance Director/Town Clerk Bainbridge informed the Council that the only additions or changes since the June 9, 2009, Regular Council Meetings were that the Donation Fund has been added totaling \$57,542, Insurance Fund has been revised with an increase of \$7,000 over all departments. An additional \$1,200 was added to the Water Fund for an afterhour's answering service. The 2009/10 Projected Budget is \$33,699,902. Last year was \$13,108,786. The increase is due to \$24,000,000 in stimulus money the Town has requested. The Town must budget for these funds to be able to expend the funds if the Town was to receive them. Removing those funds would put the Town at about \$9,788,000 about a 25% decrease from last year.

Town Manager Mabery informed Council that under Arizona law the Town has to reflect revenues and expenses if there is any chance that the Town could receive one. The town has put in for numerous stimulus grant funds and the Town will not know if we are successful or not until later in the year.

Mayor Von Gausig thanked Town Manager Mabery and Finance Director/Town Clerk Bainbridge for making this year's budget process understandable to both Council and the community.

Town Manager Mabery thanked Finance Director/Town Clerk Bainbridge for assuming the Finance Director position in January and working long hard hours to bring the budget to Council.

Councilmember Bohall asked if we got a windfall we then could not expense those funds. Town Manager Mabery replied that the Town does have built into the budget on the grant side and the donation side some leeway if the Town was to receive a substantial donation.

Vice Mayor Wiley stated that he wished his personal finances were arranged as understandable as the Town's, and thanked Finance Director/Town Clerk Bainbridge for her diligence.

Councilmember Dehnert inquired what the budget assumptions were in regards to the State funds. Finance Director/Town Clerk Bainbridge replied as far as the Motor Vehicle Tax it was budgeted as the Town would have but we know what areas will be adjusted if the State does reduce the amount. The sales tax was at 10% below and we figured it at an additional 15%.

Town Manager Mabery also reminded Council that there is a property valuation issue being discussed by the legislature that could also affect the Town's revenues and if it does the Town again will have to make changes in expenses just like the Town has the last two years in order to come in with a balanced budget. Adopting this budget sets the guideline for the town but the Town will have to continue to be diligent monitoring the incoming revenues.

Mayor Von Gausig opened the Preliminary Budget for Fiscal Year 2009-2010 for Public Comment.

No Public Comment.

Mayor Von Gausig closed the Public Comment.

Councilmember Bohall moved to adopt the Preliminary Budget for Fiscal Year 2009-2010. Vice Mayor Wiley seconded the motion. Motion approved unanimously.

ADJOURNMENT 4:15 PM

APPROVED:

Doug Von Gausig, Mayor

ATTESTED:

Kathy Bainbridge, Town Clerk

SUBMITTED:

Walt Good, Deputy Town Clerk