



**2<sup>nd</sup> Budget Workshop of the Mayor and Council of Brentwood**

**Date: March 26, 2020**

**Council:**

(Exc) Council Member Jerry Burgess  
(X) Vice Mayor Tonya Harrison  
(X) Council Member Marcus Monroe  
(X) Mayor Roció Treminio-López  
(X) Council Member Alicia Tarr

**Town Staff:**

(X) Cynthia Mann, Town Administrator  
(X) Giselle Richards, Town Clerk  
(X) Chief Althoff, Brentwood Police Dept.  
(X) Shelley Dorsey, Treasurer

Call to order at 7:09 PM

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Motion to approve agenda made by CM Tarr. 2<sup>nd</sup> made by CM Monroe. All in favor.

**Covid-19 Update:**

Townhall closed to the public. Staff working in shifts. Townhall being cleaned daily. Rental inspections are on hold until further notice. The website is being updated as new information is available.

**Budget Workshop**

**Revenue**

4-4019 – Red Light Camera Revenue around \$14,000 monthly  
4-6005 – Parking Ticket estimated revenue – adjusted to \$5,000  
4-6009 – Parking tickets paid after 60 days – adjusted to \$3,000

4-4012 - Public Safety Funds adjusted due to vehicle purchase

**General Government Expenditures**

5-1016 – Overtime – adjusted to \$2,000  
5-1020 – Employee Incentives – updated to \$1000

5-1035 – Health/Life Insurance – changed to \$24,000  
5-1045 – Legal Fees – increased to \$18,000  
5-1050 – Auditing Fees – increased to \$18,000  
5-1060 – Insurance and Bonds – increased to \$10,000  
5-1065 – Security System – increased to \$1,400  
5-1070 – Telephone – increased to \$3,000

5-1091 Gen Gov - Newsletter Postage – updated to \$2,500  
5-1095 Gen Gov - Office Supplies & Small Office Equip – increased to \$5,000

- 5-1115 Gen Gov - Copier Lease – increased to \$6,200
- 5-1165 Gen Gov - Bank/Merchant Fees – increased to \$2,650
- 5-1180 Gen Gov - Memberships/Dues/Subscriptions – increased to \$5,500
- 5-1190 Gen Gov - MML Conferences – increase to \$6,000
- 5-1207 Gen Gov - Translation Services – decreased to \$1000
- 5-1225 Gen Gov - Payroll Services/Software – increased to \$6,400
- 5-1235 Gen Gov - Town Hall Bld Repairs – increased to \$8,000
- 5-1247 Grant Admin Cost – Decreased to \$2,500

**Elected Officials Cost**

- 5-2022 – Mayor Meeting/Conferences – increased to \$3,500
- 5-2023 – Council Meeting/Conferences – increased to \$10,000
- 5-2025 – Election Costs – increased to \$5,500

**Next budget workshop scheduled for April 7<sup>th</sup> with the Work Session at 7pm.  
CYTR hearing at 6 pm on April 15<sup>th</sup>.  
Budget workshop on April 15<sup>th</sup> at 7pm.**

Motion to Adjourn at 9:28 pm made by VM Harrison-Edwards. 2<sup>nd</sup> by CM Tarr, all in favor.

\*\* A Closed Session may be called as deemed necessary by the Mayor and Council

Submitted by:   
Giselle Richards  
Town Clerk

Mayor, Rocio Treminio-López  
Approved: 