

MINUTES

TOWN OF PARKER COMMON COUNCIL
SPECIAL COUNCIL MEETING
TOWN COUNCIL CHAMBERS 1314 11th STREET
MONDAY, November 8, 2021 5:15 P.M.

MAYOR'S ANNOUNCEMENT: Please silence or mute your electronic devices during the Council Meetings

CALL THE SPECIAL MEETING TO ORDER: Mayor Bonds called the meeting to order at 5:15 PM

ROLL CALL OF COUNCIL: Mayor Bonds, Council Member Lucas, Council Member Hartless, Council Member Savino, Council Member Shontz, Council Member De Leon arrived at 5:30 PM, Vice Mayor Hooper absent

Staff Present: Interim Town Manager/Town Clerk Amy Putnam, Community Development Director Nora Yackley, Public Works Director Steve Ziegler

AGENDA:

Discussion and possible action on the following items(s)

1. Discussion or consultation for legal advice with the Town Attorney relating to drinking water regulation within the Town of Parker. The Council may vote to discuss this matter in executive session pursuant to A.R.S. § 38-431.03(A)(3)

MOTION: To move into executive session
BY: CM Shontz
SECOND: CM Savino
VOTE: With all others in favor, the motion passed;

Council reconvened into open session at 6:19 PM, there was no action taken on this matter.

2. Discussion and Action to Approve/Deny Software Training from Caselle Clarity for Town Staff

Amy Putnam, Town Clerk/Interim Town Manager
Interim Town manager/town clerk Amy Putnam respectfully requests the mayor and Council to approve the proposal for live virtual training for staff in the Caselle Clarity Management system for \$2,610. Currently staff has only attended recorded webinars for training in our management system. All the training has been helpful; it does not provide staff with the opportunity to ask questions or work hands on with our own data. We know at this time that we are not using the system to its full potential and that many processes can be updated to become more efficient for staff. Currently when staff has an issue or needs assistance in the system they have to submit a ticket for help. This process is slow and holds stuff up from completing tasks. At this time the virtual option is not only cost effective but also the most readily

available. Training could be scheduled almost immediately. The price quoted is per session, not per person so as many as we would like to attend may do so. This is our best option to bring staff up to speed and provide a solid foundation on which to build their skills. There are no questions or comments on this item.

MOTION: To approve Software Training from Caselle Clarity for Town Staff
BY: Vm Hooper
SECOND: CM DeLeon
VOTE: With all others in favor, the motion passed;

ADJOURN THE SPECIAL MEETING: Mayor Bonds adjourned the meeting at 6:28 PM

Approve



Karen Bonds, Mayor