

Town Hall Meeting

City Hall Council Chambers

Cost Projections for 3-hours on Saturday

Category	Estimated Cost	Comments
City Staff	\$3,000	Estimates include salary costs for the following: City Manager, all Assistant City Managers, City Attorney, City Clerk, Chief Financial Officer and a facilitator.
Channel 6	\$750	Costs include channel 6 staff, closed captioning and media relations staff working 4.5 for set-up and take down for a 3-hour town hall meeting.
Building Services	\$360	Cost projections include 3 additional security guards and one custodian.
CTM	\$165	Costs for one staff person for a 3-hour meeting would take about 4.5 hours for set-up, meeting and shut down after meeting
Total Cost	\$4,275	Total projected cost for a 3-hour town hall meeting on a Saturday including set-up and take down.