



**STAFF REPORT**

**Meeting Date: December 14, 2015**

**Agenda Item #: 11i**

**TO: Mayor and Town Council**  
**FROM: Lisa Joyner, Chief of Police**  
**Bonnie Schwerd, Finance Director/Budget Officer**  
**THRU: Susan Parker, Town Administrator**  
**RE: Purchase of Sound Level Meters**  
**ATTACH: Proposed Budget Amendment**

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**Background:** The Town Council amended Noise Ordinance 94.02, which included the use of Sound Level Meters.

**Fiscal/Policy Implication(s):** The use of Sound Level Meters will require equipment purchases and staff training expenditures as listed below that were not planned for in this year's budget process. A minimum of 2 sound level meters and one calibrator will be required. In order to ensure the officers are adequately prepared to use the equipment, staff training will also be necessary. The cost projections below include fees for the vendor to provide on-site training and wages for officers who would otherwise be off-duty on the training day.

Due to the delicate nature of the equipment, consideration should be made during the budget process for equipment maintenance expenditures and/or the replacement of one unit per year.

Sound Level Meter Equipment

(2) Sound Level Meters	@ \$1600/each	\$3200
(1) Calibrator		\$418
Training		<u>\$3000</u>
Total Projected Cost:		\$6618

**Recommendation:** Move to approve the proposed budget amendment to provide an additional \$6618.00 in Public Safety funds to facilitate the purchase of two Sound Level Meters, one Calibrator and to provide for the costs of Staff Training on the new equipment.