

AMCA REGION IV CLERK'S BREAKFAST MEETING

December 13, 2023

Hosted by: City of El Mirage

El Mirage City Hall

10000 N. El Mirage Road

El Mirage, AZ 85335

MINUTES

1. CALL TO ORDER AND WELCOME

Wendy Henson, Deputy City Clerk for the City of El Mirage, called the meeting to order at 9:00 a.m. The following members were present:

Debbie Altman, City of Peoria

Julie Bower, City of Glendale

Lizbeth Camacho, City of Buckeye

Marcella Carrillo, City of Avondale

Maria Ceagske, City of Litchfield Park

Christy Estavillo, City of Surprise

Agnes Goodwine, City of Peoria

Kyana Hayes, City of Peoria

Wendy Henson, City of El Mirage

Michelle Joyner, City of Buckeye

Darcie McCracken, City of Goodyear

Marcela Moreno, City of Glendale

Jasmine Pernicano, City of Goodyear

Kaitlynn Reeves, City of Buckeye

Citlaly Salas, City of Tolleson

Charles Vasquez, City of Surprise

Crystal Zamora, City of Tolleson

2. INTRODUCTIONS

Everyone introduced themselves and shared what City they were representing.

3. OLD BUSINESS

Motion was made by Darcie McCracken and seconded by Crystal Zamora to approve the minutes of the Wednesday, September 6, 2023 meeting.

4. NEW BUSINESS

A. Records Requests Processes

Darcie McCracken explained the new legislative law allowing charges to be incurred for body worn camera records requests. The question was if a second request was made for the record would the fee be charged again? General discussion was held on the different practices of each municipality, what departments handle records request processing, and what software platforms are utilized, if any.

B. Elections

i. March/May 2024 elections

Maria Ceaglske discussed Litchfield Park's charter process and challenges they are facing. Darcie McCracken stated Surprise is having the General Plan election.

ii. Current election issues/concerns

Darcie McCracken asked the group how they are dealing with the possibility of date changes in the elections process. A few member stated they are basically telling candidates that dates may change and they will be notified as soon as possible.

iii. Security Measures

Discussion was held on how to keep ballot boxes secure during the election and instances where ballots were not handled properly.

5. Good of the Order

Marcella Carrillo asked everyone to send her updates or articles for the upcoming newsletter.

6. Next Breakfast Meeting – March 27, 2024 City of Avondale

The next meeting will be held in Avondale.

7. Adjournment – Meeting adjourned at 9:39 am

Minutes by: Wendy Henson, Deputy City Clerk, City of El Mirage



**AMCA REGION IV CITY CLERKS
 2024/2025 QUARTERLY BREAKFAST
 MEETING SCHEDULE**

DATE	HOST CITY	CONTACT
2024		
March 27, 2024	Avondale	Marcella Carrillo
June 26, 2024	Surprise	Charles Vasquez
September 25, 2024	Peoria	Agnes Goodwine
December 18, 2024	Glendale	Marcela Moreno
2025		
March 26, 2025	Goodyear	Jasmine Pernicano
June 25, 2025	Gila Bend/Wickenburg?	
September 24, 2025	Litchfield Park	Terri Roth/Maria Ceaglske
December 17, 2025	Buckeye	Kaitlynn Reeves

*Meetings dates above are Wednesday mornings – refreshments are optional;
 meetings generally start between 8 and 8:30 AM*