



Founded 1876  
Incorporated 1899

# TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331  
(928) 634-7943 FAX (928) 634-0715

## AGENDA

### REGULAR MEETING OF THE JEROME TOWN COUNCIL JEROME CIVIC CENTER - 600 CLARK STREET - COUNCIL CHAMBERS TUESDAY, OCTOBER 9, 2018, AT 7:00 P.M.

*Due to the length of this meeting, Council may recess and reconvene at the time and date announced.*

Pursuant to A.R.S. 38-431.02 notice is hereby given to the members of the Council and to the General Public that the Jerome Town Council plans to hold the above meeting.

Persons with a disability may request an accommodation such as a sign language interpreter by contacting Joni Savage, Deputy Clerk, at 928-634-7943. Requests should be made early enough to allow time to arrange the accommodation. For TTY access, call the Arizona Relay Service at 800-367-8939 and ask for the Town of Jerome at 928-634-7943.

A copy of the full public meeting packet may be reviewed at the offices of Jerome Town Hall during normal business hours.

<b>ITEM #1:</b>	<b>CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE</b> Mayor/Chairperson to call meeting to order. Town Clerk to call and record the roll. Mayor or Mayor's designee to lead the Pledge of Allegiance.	
<b>ITEM #2:</b>	<b>EXECUTIVE SESSION</b> Council may convene in executive session, pursuant to A.R.S. § 38-431.03 (A)(3) and (A)(4), to review observations made during Council's recent tour of the old high school, and to consult with the Town Attorney, who may participate telephonically, regarding same.	Sponsored by Mayor Frank Vander Horst Discussion: Possible Direction
<b>NOTE: IF THE EXECUTIVE SESSION ADJOURNS PRIOR TO 7:30 P.M., A RECESS WILL BE TAKEN. THE REMAINDER OF THE MEETING WILL NOT BEGIN BEFORE 7:30 P.M.</b>		
<b>ITEM #3:</b>	<b>FINANCIAL REPORTS</b> Budget to Actual reports, vendor ledger and balance sheet for September 2018	Discussion/Possible Action
<b>ITEM #4:</b>	<b>STAFF AND COUNCIL REPORTS</b> Written staff reports by the Town Manager/Clerk, Deputy Town Clerk, Utilities Clerk, Accounting Clerk, Public Works Department, Building Inspector, Library, Municipal Court, Police Chief, and Fire Chief, and verbal reports from Council members.	Discussion/Possible Action
<b>ITEM #5:</b>	<b>PLANNING AND ZONING AND DESIGN REVIEW MINUTES/ RECOMMENDATIONS/ZONING ADMINISTRATOR'S REPORT</b> Minutes are provided for the information of Council and do not require action.	Discussion/Possible Direction
<b>ITEM #6:</b>	<b>PETITIONS FROM THE PUBLIC</b> <i>Pursuant to A.R.S. § 38-431.01(H), public comment is permitted on matters not listed on the agenda but the subject matter must be within the jurisdiction of the Council. All comments are subject to reasonable time, place and manner restrictions. All petitioners must fill out a request form with their name and subject matter. When recognized by the chair, please step to the podium, state your name and please observe the three (3) minute time limit. No petitioners will be recognized without a request. The Council's response to public comments is limited to asking staff to review a matter commented upon, asking that a matter be put on a future agenda, or responding to criticism.</i>	Discussion/Possible Direction
<b>ITEM #7:</b>	<b>CONSENT AGENDA</b> The following items are considered to be routine and non-controversial by the Council and will be approved by one motion. There will be no separate discussion of these items unless a Council member so requests, in which case the item will be removed from the Consent Agenda and considered in normal sequence on the Agenda. <b>A. Council Meeting Minutes:</b> <ul style="list-style-type: none"> <li>• September 11, 2018 – Special meeting</li> <li>• September 11, 2018 – Regular meeting</li> <li>• September 22, 2018 – Special meeting</li> </ul> <b>B. Approval of Technical Assistance Contract with NACOG for Administration of Community Development Block Grant for Housing Rehabilitation</b>	Sponsored by Mayor Frank Vander Horst Possible Action

**Jerome Town Hall Located at 600 Clark Street, Jerome Civic Center**

ITEM #8:	<b>ORDINANCES</b>	
	<p><b>ITEM #8A: SECOND READING AND POSSIBLE ADOPTION: ORDINANCE NO. 441, AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING CHAPTER 9, "GARBAGE," OF THE JEROME TOWN CODE</b></p> <p>Council may conduct the second reading of, and possibly adopt, Ordinance No. 441, amending the Town Code regarding garbage collection. The Ordinance would provide that a maximum of three 40-lb. cans (or the equivalent) will be collected, require that all garbage be bagged, prohibit the disposal in garbage of dead animals, remove fees from the Code that have been set by Resolution, and eliminate certain redundancies.</p>	<p>Sponsored by Mayor Frank Vander Horst Discussion: Possible Action</p>
	<p><b>ITEM #8B: FIRST READING: ORDINANCE NO. 442, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING ARTICLE II, "DEFINITIONS," AND SECTION 502, "GENERAL PROVISIONS," OF ARTICLE V, "USE REGULATIONS," OF THE JEROME ZONING ORDINANCE, REGARDING HOME OCCUPATIONS</b></p> <p>Council may conduct the first reading of Ordinance 442, amending the Jerome Zoning Ordinance regarding home occupations. The Planning &amp; Zoning Commission conducted a public hearing on this amendment on September 5, 2018, and has recommended its enactment by Council.</p>	<p>Sponsored by Mayor Frank Vander Horst Discussion: Possible Action</p>
<p><b>ITEM #8C: FIRST READING: ORDINANCE NO. 443, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING SECTION 509, "SIGNS," OF ARTICLE V, "USE REGULATIONS," OF THE JEROME ZONING ORDINANCE REGARDING TEMPORARY SIGNS</b></p> <p>Council may conduct the first reading of Ordinance 443, amending the Jerome Zoning Ordinance regarding temporary signs. The Planning &amp; Zoning Commission conducted a public hearing on this amendment on September 5, 2018, and has recommended its enactment by Council.</p>	<p>Sponsored by Mayor Frank Vander Horst Discussion: Possible Action</p>	
ITEM #9:	<b>UNFINISHED BUSINESS</b>	
	<p><b>ITEM #9A: MIDDLE PARKING LOT CONFIGURATION</b></p> <p>Council will discuss and may approve a new parking configuration for the Middle parking lot.</p>	<p>Sponsored by Mayor Frank Vander Horst Discussion: Possible Action</p>
ITEM #10:	<b>NEW BUSINESS</b>	
	<p><b>ITEM #10A: TOUR BUSINESS LICENSE – JEROME HISTORY TOURS</b></p> <p>Joe Westcott will present a request for a tour business license for Jerome History Tours, a walking tour.</p>	<p>Sponsored by Mayor Frank Vander Horst Discussion: Possible Action</p>
ITEM #11:	<p><b>TO AND FROM THE COUNCIL</b></p> <p>Council may direct staff as to items of pending importance that they would like placed on a future meeting agenda.</p>	<p>Discussion: Possible Direction</p>
ITEM #12:	<b>ADJOURNMENT</b>	

The Town Council may recess the public meeting and convene in Executive Session for the purpose of discussion or consultation for legal advice with the Town Attorney, who may participate telephonically, regarding any item listed on this agenda pursuant to A.R.S. § 38-431.03 (A)(3). The Chair reserves the right, with the consent of Council, to take items on the agenda out of order.

**CERTIFICATION OF POSTING OF NOTICE**

The undersigned hereby certifies that this notice and agenda was posted at the following locations on or before \_\_\_\_\_ p.m. on \_\_\_\_\_, in accordance with the statement filed by the Jerome Town Council with the Jerome Town Clerk.

970 Gulch Road, side of Gulch Fire Station, exterior posting case
600 Clark Street, Jerome Town Hall, exterior posting case
120 Main Street, Jerome Post office, interior posting case

\_\_\_\_\_  
Joni Savage, Deputy Town Clerk

Town of Jerome  
Budget to Actual Summary  
18-Sep

Fund	Department	Current Period			YTD		
		Revenue	Budget	Variance	Revenue	Budget	Variance
	10 GF Revenue	\$ 105,149.94	\$ 124,878.73	\$ (19,728.79)	\$ 391,345.73	\$ 401,180.88	\$ (9,835.15)
	Total	\$ 105,149.94	\$ 124,878.73	\$ (19,728.79)	\$ 391,345.73	\$ 401,180.88	\$ (9,835.15)
		<u>Expense</u>	<u>Budget</u>	<u>Variance</u>	<u>Expense</u>	<u>Budget</u>	<u>Variance</u>
11	Admin	\$ 40,593.02	\$ 41,719.82	\$ 1,126.80	\$ 114,230.41	\$ 115,073.94	\$ 843.53
12	Court	\$ 6,210.20	\$ 5,990.69	\$ (219.51)	\$ 19,040.52	\$ 18,519.38	\$ (521.14)
13	Police	\$ 56,488.33	\$ 53,753.74	\$ (2,734.59)	\$ 130,636.48	\$ 128,268.00	\$ (2,368.48)
14	Fire	\$ 36,984.35	\$ 19,287.28	\$ (17,697.07)	\$ 99,958.63	\$ 68,948.98	\$ (31,009.65)
15	Library	\$ 7,597.60	\$ 7,003.14	\$ (594.46)	\$ 25,583.37	\$ 21,977.45	\$ (3,605.92)
16	P&Z	\$ 5,573.76	\$ 5,723.79	\$ 150.03	\$ 16,515.81	\$ 16,223.31	\$ (292.50)
17	Parks	\$ 997.55	\$ 992.93	\$ (4.62)	\$ 3,116.74	\$ 3,381.13	\$ 264.39
18	Properties	\$ 8,440.71	\$ 8,962.80	\$ 522.09	\$ 31,259.28	\$ 31,268.26	\$ 8.98
19	JKAW						
	Total	\$ 162,885.52	\$ 143,434.19	\$ (19,451.33)	\$ 440,341.24	\$ 403,660.45	\$ (36,680.79)
General	Net Income (Loss)	\$ (57,735.58)	\$ (18,555.46)	\$ (39,180.12)	\$ (48,995.51)	\$ (2,479.57)	\$ (46,515.94)
		<u>Revenue</u>	<u>Budget</u>	<u>Variance</u>	<u>Revenue</u>	<u>Budget</u>	<u>Variance</u>
50	Water	\$ 16,164.47	\$ 17,108.32	\$ (943.85)	\$ 48,072.04	\$ 51,325.12	\$ (3,253.08)
51	Sewer	\$ 15,853.24	\$ 17,241.66	\$ (1,388.42)	\$ 47,364.84	\$ 51,725.06	\$ (4,360.22)
52	Trash	\$ 15,970.06	\$ 16,266.66	\$ (296.60)	\$ 47,557.92	\$ 48,800.06	\$ (1,242.14)
	Total	\$ 47,987.77	\$ 50,616.64	\$ (2,628.87)	\$ 142,994.80	\$ 151,850.24	\$ (8,855.44)
		<u>Expense</u>	<u>Budget</u>	<u>Variance</u>	<u>Expense</u>	<u>Budget</u>	<u>Variance</u>
50	Water	\$ 11,685.88	\$ 11,976.98	\$ 291.10	\$ 41,580.17	\$ 44,092.51	\$ 2,512.34
51	Sewer	\$ 11,839.25	\$ 12,843.05	\$ 1,003.80	\$ 48,189.28	\$ 51,279.43	\$ 3,090.15
52	Trash	\$ 12,690.90	\$ 12,879.18	\$ 188.28	\$ 42,227.35	\$ 43,877.35	\$ 1,650.00
	Total	\$ 36,216.03	\$ 37,699.21	\$ 1,483.18	\$ 131,996.80	\$ 139,249.29	\$ 7,252.49
Utilities	Net Income (Loss)	\$ 11,771.74	\$ 12,917.43	\$ (1,145.69)	\$ 10,998.00	\$ 12,600.95	\$ (1,602.95)
		<u>Revenue</u>	<u>Budget</u>	<u>Variance</u>	<u>Revenue</u>	<u>Budget</u>	<u>Variance</u>
30	HURF	\$ 8,549.12	\$ 9,418.18	\$ (869.06)	\$ 24,087.07	\$ 26,454.38	\$ (2,367.31)
		<u>Expense</u>	<u>Budget</u>	<u>Variance</u>	<u>Expense</u>	<u>Budget</u>	<u>Variance</u>
		\$ 8,549.12	\$ 7,792.36	\$ (756.76)	\$ 24,087.07	\$ 22,912.46	\$ (1,174.61)
Road	Net Income (Loss)	-	\$ 1,625.82	\$ (1,625.82)	-	\$ 3,541.92	\$ (3,541.92)
		<b>SEPTEMBER</b>			<b>YTD</b>		
	Total Revenue	\$ 161,686.83			\$ 558,427.60		
	Less Total Expense	\$ 207,650.67			\$ 596,425.11		
	Net Income (Loss)	\$ (45,963.84)			\$ (37,997.51)		

Revenues were down this month, mainly due to city and state sales tax being under budget.  
Expenses were up in fire again this month due to wildlands payroll.

**Town of Jerome**  
Income Statement  
(Original Budget to Actual Comparison)  
For the period of 9/1/2018 Through 9/30/2018

Fund: (1) General  
Department: (10) Revenues & General Fund

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<b>Revenues</b>								
Property Taxes	\$191.24	\$190.00	\$1.24	0.7 %	\$1,692.55	\$1,690.00	\$2.55	0.2 %
City Sales Taxes	53,396.53	75,200.00	(21,803.47)	(29.0)	230,915.60	247,200.00	(16,284.40)	(6.6)
State Sales Taxes	3,508.77	3,780.25	(271.48)	(7.2)	10,697.16	11,340.75	(643.59)	(5.7)
Urban Revenue Share	15,137.58	15,137.00	0.58	0.0	45,411.54	45,411.00	0.54	0.0
Vehicle License Tax	2,674.94	2,604.00	70.94	2.7	8,105.66	7,812.00	293.66	3.8
Fines and Forfeitures	5,768.01	5,000.00	768.01	15.4	16,062.75	15,000.00	1,062.75	7.1
Building Permits	300.00	316.66	(16.66)	(5.3)	700.00	975.03	(275.03)	(28.2)
Planning & Zoning Fees	45.00	98.33	(53.33)	(54.2)	540.00	515.03	24.97	4.8
Business Licenses	660.00	550.00	110.00	20.0	1,770.00	1,850.00	(80.00)	(4.3)
Commercial Filming Fees	0.00	0.00	0.00	0.0	0.00	125.00	(125.00)	(100.0)
Fire Dept Services Rev	0.00	0.00	0.00	0.0	320.00	950.00	(630.00)	(66.3)
Franchise Fees	0.00	0.00	0.00	0.0	3,915.37	1,500.00	2,415.37	161.0
Police Officer Safety Equip Rev	145.35	175.00	(29.65)	(16.9)	492.96	525.00	(32.04)	(6.1)
Police Services	307.00	300.00	7.00	2.3	752.00	925.00	(173.00)	(18.7)
Rents	6,683.51	6,543.50	140.01	2.1	19,960.53	19,630.50	330.03	1.7
Utility Reimbursements	327.61	375.00	(47.39)	(12.6)	971.85	1,125.00	(153.15)	(13.6)
Contributions	0.00	0.00	0.00	0.0	0.00	41.74	(41.74)	(100.0)
Library Contributions	1,100.00	333.33	766.67	230.0	2,255.00	1,000.03	1,254.97	125.5
Interest	101.93	20.83	81.10	389.3	169.32	62.53	106.79	170.8
Sale of Assets	0.00	0.00	0.00	0.0	174.11	1,008.37	(834.26)	(82.7)
Miscellaneous Revenues	1,249.04	701.33	547.71	78.1	5,779.04	1,750.03	4,029.01	230.2
Ins Dividends, Claims, Reimbursemts	0.00	0.00	0.00	0.0	0.00	83.37	(83.37)	(100.0)
Administrative Charges	13,553.43	13,553.50	(0.07)	0.0	40,660.29	40,660.50	(0.21)	0.0
<b>Net Revenues</b>	<b>\$105,149.94</b>	<b>\$124,878.73</b>	<b>\$(19,728.79)</b>	<b>(15.8)%</b>	<b>\$391,345.73</b>	<b>\$401,180.88</b>	<b>\$(9,835.15)</b>	<b>(2.5)%</b>
<b>Net Income (Loss)</b>	<b>\$105,149.94</b>	<b>\$124,878.73</b>	<b>\$(19,728.79)</b>	<b>(15.8)%</b>	<b>\$391,345.73</b>	<b>\$401,180.88</b>	<b>\$(9,835.15)</b>	<b>(2.5)%</b>

**Town of Jerome**  
**Income Statement**  
**(Original Budget to Actual Comparison)**  
**For the period of 9/1/2018 Through 9/30/2018**

Fund: (1) General  
Department: (11) Administration

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<b><u>Program Expenses</u></b>								
Advertising, Printing, & Publishing	\$287.72	\$266.66	\$(21.06)	(7.9)%	\$1,263.72	\$800.06	\$(463.66)	(58.0)%
Contract Services	226.48	400.00	173.52	43.4	1,247.42	1,200.00	(47.42)	(4.0)
Conventions and Seminars	0.00	0.00	0.00	0.0	0.00	83.37	83.37	100.0
Training & Education	30.00	125.00	95.00	76.0	362.00	375.00	13.00	3.5
Dues, Subs & Memberships	4,897.00	4,897.00	0.00	0.0	5,441.00	5,438.74	(2.26)	0.0
TPT Collection Fee Exp	0.00	0.00	0.00	0.0	1,091.48	1,107.00	15.52	1.4
Election expenses	663.25	680.00	16.75	2.5	663.25	680.00	16.75	2.5
Insurance	0.00	0.00	0.00	0.0	46.84	50.00	3.16	6.3
Insurance Deductible Exp	0.00	0.00	0.00	0.0	0.00	83.37	83.37	100.0
Legal Exp - Gen Gov	721.50	706.66	(14.84)	(2.1)	1,657.50	2,325.03	667.53	28.7
Miscellaneous	0.00	0.00	0.00	0.0	0.00	308.75	308.75	100.0
Bank Fees - Gen Admin	123.65	141.66	18.01	12.7	367.02	425.06	58.04	13.7
Bank Fees / Merch Svcs	783.47	750.00	(33.47)	(4.5)	1,786.29	1,850.00	63.71	3.4
Office Supplies	52.80	50.00	(2.80)	(5.6)	363.88	1,050.00	686.12	65.3
Copier & Equip Lease Expense	755.72	625.00	(130.72)	(20.9)	2,452.96	1,875.00	(577.96)	(30.8)
Software Support Exp - GG	58.61	60.00	1.39	2.3	441.11	1,060.00	618.89	58.4
Computer Hardware & Service	375.00	666.66	291.66	43.7	5,458.50	2,000.06	(3,458.44)	(172.9)
Operating Supplies - Gen Gov	48.55	83.33	34.78	41.7	478.69	250.03	(228.66)	(91.5)
Postage	657.23	333.33	(323.90)	(97.2)	1,348.64	1,000.03	(348.61)	(34.9)
Rep and Maint - Vehicles	0.00	0.00	0.00	0.0	0.00	41.74	41.74	100.0
Shuttle Expenses	193.54	83.33	(110.21)	(132.3)	542.44	250.03	(292.41)	(116.9)
Small Tools and Equipment	0.00	0.00	0.00	0.0	0.00	116.74	116.74	100.0
Telephone	398.07	416.66	18.59	4.5	1,060.70	1,250.06	189.36	15.1
Travel	69.22	41.66	(27.56)	(66.2)	131.57	125.06	(6.51)	(5.2)
Tourism 1% Bed Tax	34.10	30.16	(3.94)	(13.1)	68.20	834.40	766.20	91.8
Transfers Out	6,965.30	7,908.33	943.03	11.9	19,053.86	21,175.03	2,121.17	10.0
<b>Total Program Expenses</b>	<b>\$17,341.21</b>	<b>\$18,265.44</b>	<b>\$924.23</b>	<b>5.1 %</b>	<b>\$45,327.07</b>	<b>\$45,754.56</b>	<b>\$427.49</b>	<b>0.9 %</b>
<b><u>General &amp; Administrative Expenses</u></b>								
Salaries and Wages	\$17,525.88	\$17,625.31	\$99.43	0.6 %	\$51,581.05	\$51,705.93	\$124.88	0.2 %
FICA Match	1,290.86	1,325.08	34.22	2.6	3,796.30	3,847.24	50.94	1.3
Retirement Match	1,237.94	1,244.62	6.68	0.5	3,567.11	3,594.86	27.75	0.8
Health/Life Insurance	3,192.46	3,253.70	61.24	1.9	9,577.38	9,649.10	71.72	0.7
Workers Compensation	0.00	0.00	0.00	0.0	302.00	436.25	134.25	30.8
Unemployment Insurance	4.67	5.67	1.00	17.6	79.50	86.00	6.50	7.6
<b>Total General &amp; Administrative Expenses</b>	<b>\$23,251.81</b>	<b>\$23,454.38</b>	<b>\$202.57</b>	<b>0.9 %</b>	<b>\$68,903.34</b>	<b>\$69,319.38</b>	<b>\$416.04</b>	<b>0.6 %</b>

**Town of Jerome**  
Income Statement  
(Original Budget to Actual Comparison)  
For the period of 9/1/2018 Through 9/30/2018

Fund: (1) General  
Department: (11) Administration

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<b>Total Expenses</b>	\$40,593.02	\$41,719.82	\$1,126.80	2.7 %	\$114,230.41	\$115,073.94	\$843.53	0.7 %
<b>Net Income (Loss)</b>	\$(40,593.02)	\$(41,719.82)	\$1,126.80	2.7 %	\$(114,230.41)	\$(115,073.94)	\$843.53	0.7 %

**Town of Jerome**  
**Income Statement**  
**(Original Budget to Actual Comparison)**  
**For the period of 9/1/2018 Through 9/30/2018**

Fund: (1) General  
Department: (12) Court

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<b><u>Program Expenses</u></b>								
Contract Services	\$1,100.00	\$725.00	\$(375.00)	(51.7)%	\$1,723.40	\$1,450.00	\$(273.40)	(18.9)%
Conventions and Seminars	0.00	0.00	0.00	0.0	0.00	29.24	29.24	100.0
Training & Education	0.00	29.16	29.16	100.0	389.71	87.56	(302.15)	(345.1)
Dues and Subscriptions	0.00	0.00	0.00	0.0	0.00	20.87	20.87	100.0
Miscellaneous	0.00	0.00	0.00	0.0	0.00	25.00	25.00	100.0
Office Supplies	0.00	0.00	0.00	0.0	76.62	0.00	(76.62)	0.0
Copier & Equip Lease Exp	0.00	0.00	0.00	0.0	1,125.00	1,125.00	0.00	0.0
Computer Hardware & Service	0.00	0.00	0.00	0.0	217.18	0.00	(217.18)	0.0
Telephone	65.04	83.33	18.29	21.9	196.16	250.03	53.87	21.5
Travel	0.00	66.66	66.66	100.0	251.14	200.06	(51.08)	(25.5)
<b>Total Program Expenses</b>	<b>\$1,165.04</b>	<b>\$904.15</b>	<b>\$(260.89)</b>	<b>(28.9)%</b>	<b>\$3,979.21</b>	<b>\$3,187.76</b>	<b>\$(791.45)</b>	<b>(24.8)%</b>
<b><u>General &amp; Administrative Expenses</u></b>								
Salaries and Wages	\$4,538.00	\$4,576.46	\$38.46	0.8 %	\$13,494.01	\$13,729.38	\$235.37	1.7 %
FICA and Medicare	347.16	350.08	2.92	0.8	1,032.30	1,050.24	17.94	1.7
Retirement	160.00	160.00	0.00	0.0	465.00	480.00	15.00	3.1
Worker's Compensation	0.00	0.00	0.00	0.0	70.00	72.00	2.00	2.8
<b>Total General &amp; Administrative Expenses</b>	<b>\$5,045.16</b>	<b>\$5,086.54</b>	<b>\$41.38</b>	<b>0.8 %</b>	<b>\$15,061.31</b>	<b>\$15,331.62</b>	<b>\$270.31</b>	<b>1.8 %</b>
<b>Total Expenses</b>	<b>\$6,210.20</b>	<b>\$5,990.69</b>	<b>\$(219.51)</b>	<b>(3.7)%</b>	<b>\$19,040.52</b>	<b>\$18,519.38</b>	<b>\$(521.14)</b>	<b>(2.8)%</b>
<b>Net Income (Loss)</b>	<b>\$(6,210.20)</b>	<b>\$(5,990.69)</b>	<b>\$(219.51)</b>	<b>(3.7)%</b>	<b>\$(19,040.52)</b>	<b>\$(18,519.38)</b>	<b>\$(521.14)</b>	<b>(2.8)%</b>

**Town of Jerome**  
**Income Statement**  
**(Original Budget to Actual Comparison)**  
**For the period of 9/1/2018 Through 9/30/2018**

Fund: (1) General  
Department: (13) Police

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<b><u>Program Expenses</u></b>								
Advertising, Printing, & Publishing	\$0.00	\$0.00	\$0.00	0.0%	\$0.00	\$41.74	\$41.74	100.0%
Contract Services	191.00	50.00	(141.00)	(282.0)	554.00	350.00	(204.00)	(58.3)
Training & Education	0.00	0.00	0.00	0.0	0.00	166.74	166.74	100.0
Dispatch Fees	17,500.00	17,500.00	0.00	0.0	17,520.15	17,520.01	(0.14)	0.0
Dues and Subscriptions	0.00	0.00	0.00	0.0	0.00	41.74	41.74	100.0
Fuel	867.32	666.66	(200.66)	(30.1)	2,314.45	2,000.06	(314.39)	(15.7)
Prosecutor Exp	3,161.00	3,200.00	39.00	1.2	7,163.50	7,200.00	36.50	0.5
Miscellaneous	568.70	550.00	(18.70)	(3.4)	568.70	600.00	31.30	5.2
Software Service & Support	0.00	0.00	0.00	0.0	900.00	900.00	0.00	0.0
Computer Hardware & Service	3,876.00	3,900.00	24.00	0.6	3,876.00	3,900.00	24.00	0.6
Operating Supplies - Police	0.00	0.00	0.00	0.0	350.69	416.70	66.01	15.8
Postage	0.00	0.00	0.00	0.0	14.65	16.70	2.05	12.3
Rep and Maint - Vehicles	14.20	15.00	0.80	5.3	442.35	931.70	489.35	52.5
Rep and Maint - Equipment	480.54	500.00	19.46	3.9	480.54	600.00	119.46	19.9
Police Officer Safety Equip Exp	0.00	0.00	0.00	0.0	209.47	350.00	140.53	40.2
Small Tools and Equipment	351.62	350.00	(1.62)	(0.5)	1,552.97	1,550.00	(2.97)	(0.2)
Telephone	293.73	333.33	39.60	11.9	884.85	1,000.03	115.18	11.5
Uniforms	0.00	166.66	166.66	100.0	440.43	500.06	59.63	11.9
Operating Equipment	424.77	0.00	(424.77)	0.0	424.77	0.00	(424.77)	0.0
Vehicles, Cap Outlay, Police	0.00	0.00	0.00	0.0	5,415.58	5,500.00	84.42	1.5
<b>Total Program Expenses</b>	<b>\$27,728.88</b>	<b>\$27,231.65</b>	<b>\$(497.23)</b>	<b>(1.8)%</b>	<b>\$43,113.10</b>	<b>\$43,585.48</b>	<b>\$472.38</b>	<b>1.1%</b>
<b><u>General &amp; Administrative Expenses</u></b>								
Salaries and Wages	\$21,574.42	\$19,347.85	\$(2,226.57)	(11.5)%	\$60,245.82	\$58,043.55	\$(2,202.27)	(3.8)%
FICA and Medicare	1,610.70	1,559.08	(51.62)	(3.3)	4,489.54	4,440.24	(49.30)	(1.1)
Retirement	2,497.37	2,521.31	23.94	0.9	7,080.05	7,109.93	29.88	0.4
Health Insurance	3,049.12	3,065.85	16.73	0.5	9,147.36	9,171.55	24.19	0.3
Worker's Compensation	0.00	0.00	0.00	0.0	6,465.00	5,821.25	(643.75)	(11.1)
Unemployment	27.84	28.00	0.16	0.6	95.61	96.00	0.39	0.4
<b>Total General &amp; Administrative Expenses</b>	<b>\$28,759.45</b>	<b>\$26,522.09</b>	<b>\$(2,237.36)</b>	<b>(8.4)%</b>	<b>\$87,523.38</b>	<b>\$84,682.52</b>	<b>\$(2,840.86)</b>	<b>(3.4)%</b>
<b>Total Expenses</b>	<b>\$56,488.33</b>	<b>\$53,753.74</b>	<b>\$(2,734.59)</b>	<b>(5.1)%</b>	<b>\$130,636.48</b>	<b>\$128,268.00</b>	<b>\$(2,368.48)</b>	<b>(1.8)%</b>
<b>Net Income (Loss)</b>	<b>\$(56,488.33)</b>	<b>\$(53,753.74)</b>	<b>\$(2,734.59)</b>	<b>(5.1)%</b>	<b>\$(130,636.48)</b>	<b>\$(128,268.00)</b>	<b>\$(2,368.48)</b>	<b>(1.8)%</b>



**Town of Jerome**  
Income Statement  
(Original Budget to Actual Comparison)  
For the period of 9/1/2018 Through 9/30/2018

Fund: (1) General  
Department: (14) Fire

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<b><u>Program Expenses</u></b>								
Contract Services	\$0.00	\$0.00	\$0.00	0.0 %	\$0.00	\$41.74	\$41.74	100.0 %
Training & Education	1,722.00	1,321.00	(401.00)	(30.4)	2,180.72	2,200.00	19.28	0.9
Dispatch Fees	484.08	462.50	(21.58)	(4.7)	1,452.24	1,387.50	(64.74)	(4.7)
Dues and Subscriptions	0.00	0.00	0.00	0.0	405.86	400.04	(5.82)	(1.5)
Fuel	501.53	688.33	186.80	27.1	1,191.65	1,375.03	183.38	13.3
Legal Exp - Fire	0.00	0.00	0.00	0.0	448.50	500.00	51.50	10.3
Medical Expenses	75.00	83.32	8.32	10.0	75.00	125.06	50.06	40.0
Medical Supplies Exp	165.74	333.33	167.59	50.3	610.82	1,000.03	389.21	38.9
Miscellaneous	0.00	0.00	0.00	0.0	0.00	125.00	125.00	100.0
Operating Supplies - Fire Dept	319.29	320.33	1.04	0.3	406.72	487.03	80.31	16.5
Rep and Maint - Vehicles	1,105.42	1,118.18	12.76	1.1	1,881.18	2,163.36	282.18	13.0
Rep and Maint - Equipment	38.00	40.00	2.00	5.0	187.00	517.40	330.40	63.9
Small Tools and Equipment	432.38	438.18	5.80	1.3	2,547.27	2,256.38	(290.89)	(12.9)
Telephone	171.53	416.66	245.13	58.8	862.84	1,250.06	387.22	31.0
Training Center Assessment	0.00	0.00	0.00	0.0	2,492.00	2,600.00	108.00	4.2
<b>Total Program Expenses</b>	<b>\$5,014.97</b>	<b>\$5,221.83</b>	<b>\$206.86</b>	<b>4.0 %</b>	<b>\$14,741.80</b>	<b>\$16,428.63</b>	<b>\$1,686.83</b>	<b>10.3 %</b>
<b><u>General &amp; Administrative Expenses</u></b>								
Salaries and Wages	\$9,902.82	\$10,000.23	\$97.41	1.0 %	\$25,490.10	\$25,595.69	\$105.59	0.4 %
Wildland Personnel	14,918.52	0.00	(14,918.52)	0.0	27,893.78	0.00	(27,893.78)	0.0
Volunteer Personnel	3,138.75	1,250.00	(1,888.75)	(151.1)	6,702.75	3,750.00	(2,952.75)	(78.7)
FICA and Medicare	1,897.78	776.30	(1,121.48)	(144.5)	3,800.22	2,124.90	(1,675.32)	(78.8)
Retirement	568.78	570.00	1.22	0.2	13,649.61	13,658.00	8.39	0.1
Health Insurance	1,443.20	1,448.92	5.72	0.4	4,329.60	4,346.76	17.16	0.4
Worker's Compensation	0.00	0.00	0.00	0.0	2,963.00	2,975.00	12.00	0.4
Unemployment	99.53	20.00	(79.53)	(397.7)	387.77	70.00	(317.77)	(454.0)
<b>Total General &amp; Administrative Expenses</b>	<b>\$31,969.38</b>	<b>\$14,065.45</b>	<b>\$(17,903.93)</b>	<b>(127.3)%</b>	<b>\$85,216.83</b>	<b>\$52,520.35</b>	<b>\$(32,696.48)</b>	<b>(62.3)%</b>
<b>Total Expenses</b>	<b>\$36,984.35</b>	<b>\$19,287.28</b>	<b>\$(17,697.07)</b>	<b>(91.8)%</b>	<b>\$99,958.63</b>	<b>\$68,948.98</b>	<b>\$(31,009.65)</b>	<b>(45.0)%</b>
<b>Net Income (Loss)</b>	<b>\$(36,984.35)</b>	<b>\$(19,287.28)</b>	<b>\$(17,697.07)</b>	<b>(91.8)%</b>	<b>\$(99,958.63)</b>	<b>\$(68,948.98)</b>	<b>\$(31,009.65)</b>	<b>(45.0)%</b>

**Town of Jerome**  
**Income Statement**  
**(Original Budget to Actual Comparison)**  
**For the period of 9/1/2018 Through 9/30/2018**

Fund: (1) General  
Department: (15) Library

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<b><u>Program Expenses</u></b>								
Contract Services	\$0.00	\$0.00	\$0.00	0.0 %	\$0.00	\$120.87	\$120.87	100.0 %
Dues and Subscriptions	0.00	0.00	0.00	0.0	0.00	175.00	175.00	100.0
Miscellaneous	0.00	0.00	0.00	0.0	0.00	41.74	41.74	100.0
Office Supplies	0.00	0.00	0.00	0.0	195.63	25.00	(170.63)	(682.5)
Operating Supplies - Library	347.46	329.16	(18.30)	(5.6)	1,948.46	987.56	(960.90)	(97.3)
Print and Non-Print Materials	476.20	324.16	(152.04)	(46.9)	2,388.63	972.56	(1,416.07)	(145.6)
Rep and Maint - Equipment	0.00	25.00	25.00	100.0	300.00	75.00	(225.00)	(300.0)
Small Tools and Equipment	109.09	110.33	1.24	1.1	109.09	318.70	209.61	65.8
Telephone	211.40	83.33	(128.07)	(153.7)	635.93	250.03	(385.90)	(154.3)
Travel	0.00	0.00	0.00	0.0	501.40	500.00	(1.40)	(0.3)
<b>Total Program Expenses</b>	<b>\$1,144.15</b>	<b>\$871.98</b>	<b>\$(272.17)</b>	<b>(31.2)%</b>	<b>\$6,079.14</b>	<b>\$3,466.46</b>	<b>\$(2,612.68)</b>	<b>(75.4)%</b>
<b><u>General &amp; Administrative Expenses</u></b>								
Salaries and Wages	\$5,046.90	\$4,761.30	\$(285.60)	(6.0)%	\$15,226.43	\$14,283.90	\$(942.53)	(6.6)%
FICA and Medicare	378.52	364.23	(14.29)	(3.9)	1,142.10	1,092.69	(49.41)	(4.5)
Retirement	256.00	256.00	0.00	0.0	742.46	768.00	25.54	3.3
Health Insurance	721.60	716.30	(5.30)	(0.7)	2,164.80	2,148.90	(15.90)	(0.7)
Worker's Compensation	0.00	0.00	0.00	0.0	74.00	82.50	8.50	10.3
Unemployment	50.43	33.33	(17.10)	(51.3)	154.44	135.00	(19.44)	(14.4)
<b>Total General &amp; Administrative Expenses</b>	<b>\$6,453.45</b>	<b>\$6,131.16</b>	<b>\$(322.29)</b>	<b>(5.3)%</b>	<b>\$19,504.23</b>	<b>\$18,510.99</b>	<b>\$(993.24)</b>	<b>(5.4)%</b>
<b>Total Expenses</b>	<b>\$7,597.60</b>	<b>\$7,003.14</b>	<b>\$(594.46)</b>	<b>(8.5)%</b>	<b>\$25,583.37</b>	<b>\$21,977.45</b>	<b>\$(3,605.92)</b>	<b>(16.4)%</b>
<b>Net Income (Loss)</b>	<b>\$(7,597.60)</b>	<b>\$(7,003.14)</b>	<b>\$(594.46)</b>	<b>(8.5)%</b>	<b>\$(25,583.37)</b>	<b>\$(21,977.45)</b>	<b>\$(3,605.92)</b>	<b>(16.4)%</b>

**Town of Jerome**  
**Income Statement**  
**(Original Budget to Actual Comparison)**  
**For the period of 9/1/2018 Through 9/30/2018**

Fund: (1) General  
Department: (16) P & Z

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<b>Program Expenses</b>								
Advertising, Printing, & Publishing	\$0.00	\$14.30	\$14.30	100.0 %	\$891.30	\$71.30	\$(820.00)	(1150.1)%
Contract Services	0.00	0.00	0.00	0.0	0.00	125.00	125.00	100.0
Training & Education	0.00	0.00	0.00	0.0	0.00	83.37	83.37	100.0
Dues and Subscriptions	0.00	0.00	0.00	0.0	0.00	8.37	8.37	100.0
Legal Exp - P&Z	429.00	430.66	1.66	0.4	1,891.50	1,864.06	(27.44)	(1.5)
Map Upgrades and Materials	0.00	0.00	0.00	0.0	0.00	8.37	8.37	100.0
Miscellaneous	0.00	0.00	0.00	0.0	0.00	16.74	16.74	100.0
Software Maintenance & Support	0.00	0.00	0.00	0.0	0.00	33.37	33.37	100.0
Operating Supplies - P&Z	0.00	0.00	0.00	0.0	25.15	83.40	58.25	69.8
Small Tools and Equipment	76.88	83.32	6.44	7.7	76.88	125.06	48.18	38.5
Telephone	47.83	54.16	6.33	11.7	106.40	162.56	56.16	34.5
Travel	0.00	0.00	0.00	0.0	0.00	41.74	41.74	100.0
<b>Total Program Expenses</b>	<b>\$553.71</b>	<b>\$582.44</b>	<b>\$28.73</b>	<b>4.9 %</b>	<b>\$2,991.23</b>	<b>\$2,623.34</b>	<b>\$(367.89)</b>	<b>(14.0)%</b>
<b>General &amp; Administrative Expenses</b>								
Salaries and Wages	\$3,745.50	\$3,844.54	\$99.04	2.6 %	\$10,474.27	\$10,593.62	\$119.35	1.1 %
FICA and Medicare	286.00	291.23	5.23	1.8	800.22	807.69	7.47	0.9
Retirement	250.02	259.58	9.56	3.7	486.49	499.16	12.67	2.5
Health Insurance	721.60	726.00	4.40	0.6	1,443.20	1,452.00	8.80	0.6
Worker's Compensation	0.00	0.00	0.00	0.0	149.00	82.50	(66.50)	(80.6)
Unemployment	16.93	20.00	3.07	15.4	171.40	165.00	(6.40)	(3.9)
<b>Total General &amp; Administrative Expenses</b>	<b>\$5,020.05</b>	<b>\$5,141.35</b>	<b>\$121.30</b>	<b>2.4 %</b>	<b>\$13,524.58</b>	<b>\$13,599.97</b>	<b>\$75.39</b>	<b>0.6 %</b>
<b>Total Expenses</b>	<b>\$5,573.76</b>	<b>\$5,723.79</b>	<b>\$150.03</b>	<b>2.6 %</b>	<b>\$16,515.81</b>	<b>\$16,223.31</b>	<b>\$(292.50)</b>	<b>(1.8)%</b>
<b>Net Income (Loss)</b>	<b>\$(5,573.76)</b>	<b>\$(5,723.79)</b>	<b>\$150.03</b>	<b>2.6 %</b>	<b>\$(16,515.81)</b>	<b>\$(16,223.31)</b>	<b>\$(292.50)</b>	<b>(1.8)%</b>

**Town of Jerome**  
**Income Statement**  
**(Original Budget to Actual Comparison)**  
**For the period of 9/1/2018 Through 9/30/2018**

Fund: (1) General  
Department: (17) Parks

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<b><u>Program Expenses</u></b>								
Advertising, Printing, & Publishing	\$27.09	\$0.00	\$(27.09)	0.0 %	\$76.25	\$0.00	\$(76.25)	0.0 %
Fuel	10.95	8.32	(2.63)	(31.6)	18.16	12.56	(5.60)	(44.6)
Miscellaneous	36.82	37.83	1.01	2.7	48.12	62.53	14.41	23.0
Operating Supplies - Parks	0.00	0.00	0.00	0.0	22.80	41.70	18.90	45.3
R&M Building - Parks	0.00	0.00	0.00	0.0	0.00	8.37	8.37	100.0
Rep and Maint - Vehicles	154.79	166.66	11.87	7.1	383.98	375.03	(8.95)	(2.4)
Rep and Maint - Equipment	0.00	0.00	0.00	0.0	0.00	41.74	41.74	100.0
Rep and Maint - Infrastructure	0.00	0.00	0.00	0.0	0.00	333.37	333.37	100.0
Small Tools and Equipment	0.00	0.00	0.00	0.0	60.96	83.40	22.44	26.9
Telephone	15.05	16.66	1.61	9.7	45.15	50.06	4.91	9.8
Uniform Exp Parks	0.00	0.00	0.00	0.0	0.00	33.37	33.37	100.0
Utilities	180.06	179.16	(0.90)	(0.5)	743.21	537.56	(205.65)	(38.3)
Lease Payments	77.60	83.33	5.73	6.9	232.80	250.03	17.23	6.9
<b>Total Program Expenses</b>	<b>\$502.36</b>	<b>\$491.96</b>	<b>\$(10.40)</b>	<b>(2.1)%</b>	<b>\$1,631.43</b>	<b>\$1,829.72</b>	<b>\$198.29</b>	<b>10.8 %</b>
<b><u>General &amp; Administrative Expenses</u></b>								
Salaries and Wages	\$385.33	\$388.77	\$3.44	0.9 %	\$1,083.05	\$1,096.31	\$13.26	1.2 %
FICA and Medicare	29.29	31.54	2.25	7.1	82.29	85.62	3.33	3.9
Retirement	21.04	21.77	0.73	3.4	60.80	64.31	3.51	5.5
Health Insurance	56.28	57.69	1.41	2.4	168.84	175.07	6.23	3.6
Worker's Compensation	0.00	0.00	0.00	0.0	84.00	126.50	42.50	33.6
Unemployment	3.25	1.20	(2.05)	(170.8)	6.33	3.60	(2.73)	(75.8)
<b>Total General &amp; Administrative Expenses</b>	<b>\$495.19</b>	<b>\$500.97</b>	<b>\$5.78</b>	<b>1.2 %</b>	<b>\$1,485.31</b>	<b>\$1,551.41</b>	<b>\$66.10</b>	<b>4.3 %</b>
<b>Total Expenses</b>	<b>\$997.55</b>	<b>\$992.93</b>	<b>\$(4.62)</b>	<b>(0.5)%</b>	<b>\$3,116.74</b>	<b>\$3,381.13</b>	<b>\$264.39</b>	<b>7.8 %</b>
<b>Net Income (Loss)</b>	<b>\$(997.55)</b>	<b>\$(992.93)</b>	<b>\$(4.62)</b>	<b>(0.5)%</b>	<b>\$(3,116.74)</b>	<b>\$(3,381.13)</b>	<b>\$264.39</b>	<b>7.8 %</b>

**Town of Jerome**  
**Income Statement**  
**(Original Budget to Actual Comparison)**  
**For the period of 9/1/2018 Through 9/30/2018**

Fund: (1) General  
Department: (18) Property

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<b><u>Program Expenses</u></b>								
Advertising, Printing, & Publishing	\$27.09	\$0.00	\$(27.09)	0.0 %	\$76.25	\$0.00	\$(76.25)	0.0 %
Contract Services	0.00	0.00	0.00	0.0	991.61	1,166.74	175.13	15.0
Engineering Fees	0.00	0.00	0.00	0.0	0.00	416.74	416.74	100.0
Equipment Rentals - Properties	0.00	0.00	0.00	0.0	0.00	12.50	12.50	100.0
Fuel	10.95	4.16	(6.79)	(163.2)	64.77	12.56	(52.21)	(415.7)
Legal Exp - Properties	0.00	0.00	0.00	0.0	0.00	41.74	41.74	100.0
Miscellaneous	36.82	83.33	46.51	55.8	403.90	250.03	(153.87)	(61.5)
Operating Supplies - Properties	82.02	125.00	42.98	34.4	268.94	375.00	106.06	28.3
R&M Building - Properties	1,314.95	1,366.66	51.71	3.8	4,839.12	5,700.06	860.94	15.1
Rep and Maint - Vehicles	154.79	208.33	53.54	25.7	383.98	416.70	32.72	7.9
Rep and Maint - Equipment	0.00	0.00	0.00	0.0	0.00	41.74	41.74	100.0
Rep and Maint - Infrastructure	158.56	160.01	1.45	0.9	158.56	1,444.90	1,286.34	89.0
Small Tools and Equipment	0.00	0.00	0.00	0.0	60.96	83.40	22.44	26.9
Uniform Exp Properties	0.00	0.00	0.00	0.0	0.00	33.37	33.37	100.0
Utilities	3,511.57	3,833.33	321.76	8.4	14,625.13	11,500.03	(3,125.10)	(27.2)
Lease Payments	77.60	83.33	5.73	6.9	232.80	250.03	17.23	6.9
<b>Total Program Expenses</b>	<b>\$5,374.35</b>	<b>\$5,864.15</b>	<b>\$489.80</b>	<b>8.4 %</b>	<b>\$22,106.02</b>	<b>\$21,745.54</b>	<b>\$(360.48)</b>	<b>(1.7)%</b>
<b><u>General &amp; Administrative Expenses</u></b>								
Salaries and Wages	\$2,386.06	\$2,416.77	\$30.71	1.3 %	\$6,706.56	\$6,750.31	\$43.75	0.6 %
FICA and Medicare	181.37	187.85	6.48	3.4	509.58	523.55	13.97	2.7
Retirement	130.28	135.38	5.10	3.8	376.30	386.14	9.84	2.5
Health Insurance	348.54	350.23	1.69	0.5	1,045.62	1,051.69	6.07	0.6
Worker's Compensation	0.00	0.00	0.00	0.0	476.00	783.75	307.75	39.3
Unemployment	20.11	8.42	(11.69)	(138.8)	39.20	27.28	(11.92)	(43.7)
<b>Total General &amp; Administrative Expenses</b>	<b>\$3,066.36</b>	<b>\$3,098.65</b>	<b>\$32.29</b>	<b>1.0 %</b>	<b>\$9,153.26</b>	<b>\$9,522.72</b>	<b>\$369.46</b>	<b>3.9 %</b>
<b>Total Expenses</b>	<b>\$8,440.71</b>	<b>\$8,962.80</b>	<b>\$522.09</b>	<b>5.8 %</b>	<b>\$31,259.28</b>	<b>\$31,268.26</b>	<b>\$8.98</b>	<b>0.0 %</b>
<b>Net Income (Loss)</b>	<b>\$(8,440.71)</b>	<b>\$(8,962.80)</b>	<b>\$522.09</b>	<b>5.8 %</b>	<b>\$(31,259.28)</b>	<b>\$(31,268.26)</b>	<b>\$8.98</b>	<b>0.0 %</b>

**Town of Jerome**  
**Income Statement**  
**(Original Budget to Actual Comparison)**  
**For the period of 9/1/2018 Through 9/30/2018**

**Fund: (2) Utilities**  
**Department: (50) Water**

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<b>Revenues</b>								
Water Usage Fees	\$14,977.80	\$15,916.66	\$(938.86)	(5.9)%	\$44,772.03	\$47,750.06	\$(2,978.03)	(6.2)%
Miscellaneous	245.00	250.00	(5.00)	(2.0)	475.00	750.00	(275.00)	(36.7)
Transfers In	941.67	941.66	0.01	0.0	2,825.01	2,825.06	(0.05)	0.0
<b>Net Revenues</b>	<b>\$16,164.47</b>	<b>\$17,108.32</b>	<b>\$(943.85)</b>	<b>(5.5)%</b>	<b>\$48,072.04</b>	<b>\$51,325.12</b>	<b>\$(3,253.08)</b>	<b>(6.3)%</b>
<b>Program Expenses</b>								
Advertising, Printing, & Publishing	\$27.11	\$0.00	\$(27.11)	0.0 %	\$76.30	\$0.00	\$(76.30)	0.0 %
Contract Services	900.00	611.95	(288.05)	(47.1)	6,968.49	5,492.45	(1,476.04)	(26.9)
Training & Education	0.00	0.00	0.00	0.0	0.00	62.50	62.50	100.0
Dues and Subscriptions	0.00	0.00	0.00	0.0	0.00	16.74	16.74	100.0
Permit Fee Exp - Water	0.00	0.00	0.00	0.0	0.00	33.37	33.37	100.0
Engineering Fees	0.00	0.00	0.00	0.0	0.00	166.74	166.74	100.0
Equipment Rentals	0.00	0.00	0.00	0.0	0.00	25.00	25.00	100.0
Fuel	157.97	200.00	42.03	21.0	474.23	600.00	125.77	21.0
Insurance	0.00	0.00	0.00	0.0	18.49	20.00	1.51	7.6
Legal Exp - Water	58.50	62.66	4.16	6.6	312.00	415.06	103.06	24.8
Miscellaneous	36.84	23.58	(13.26)	(56.2)	88.14	70.78	(17.36)	(24.5)
Software Support Exp - Water	0.00	0.00	0.00	0.0	0.00	208.37	208.37	100.0
Operating Supplies - Water	0.00	250.00	250.00	100.0	630.34	750.00	119.66	16.0
R&M Building - Water	0.00	0.00	0.00	0.0	0.00	25.00	25.00	100.0
Rep and Maint - Vehicles	422.90	416.66	(6.24)	(1.5)	652.23	625.03	(27.20)	(4.4)
Rep and Maint - Equipment	0.00	0.00	0.00	0.0	0.00	416.74	416.74	100.0
Rep and Maint - Infrastructure	92.28	97.05	4.77	4.9	1,009.14	2,605.55	1,596.41	61.3
Service Tests/System Testing	0.00	0.00	0.00	0.0	894.00	700.00	(194.00)	(27.7)
Small Tools and Equipment	0.00	0.00	0.00	0.0	138.32	416.70	278.38	66.8
Telephone Exp - Water	68.47	83.33	14.86	17.8	213.27	250.03	36.76	14.7
DWR Fee Exp	0.00	0.00	0.00	0.0	0.00	75.00	75.00	100.0
Uniform Exp Water	0.00	0.00	0.00	0.0	0.00	33.37	33.37	100.0
Utilities Exp - Water	37.07	41.66	4.59	11.0	150.83	125.06	(25.77)	(20.6)
Administrative Charge	4,204.21	4,204.25	0.04	0.0	12,612.63	12,612.75	0.12	0.0
Lease Payments	271.59	500.00	228.41	45.7	814.77	1,500.00	685.23	45.7
<b>Total Program Expenses</b>	<b>\$6,276.94</b>	<b>\$6,491.14</b>	<b>\$214.20</b>	<b>3.3 %</b>	<b>\$25,053.18</b>	<b>\$27,246.24</b>	<b>\$2,193.06</b>	<b>8.0 %</b>
<b>General &amp; Administrative Expenses</b>								
Salaries and Wages	\$4,208.95	\$4,292.31	\$83.36	1.9 %	\$11,884.21	\$11,976.93	\$92.72	0.8 %
FICA and Medicare	319.94	322.62	2.68	0.8	903.01	909.86	6.85	0.8

**Town of Jerome**  
Income Statement  
(Original Budget to Actual Comparison)  
For the period of 9/1/2018 Through 9/30/2018

Fund: (2) Utilities  
Department: (50) Water

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Retirement	229.80	232.92	3.12	1.3	663.77	673.76	9.99	1.5
Health Insurance	614.80	618.08	3.28	0.5	1,844.40	1,852.24	7.84	0.4
Worker's Compensation	0.00	0.00	0.00	0.0	1,161.00	1,382.75	221.75	16.0
Unemployment	35.45	19.91	(15.54)	(78.1)	70.60	50.73	(19.87)	(39.2)
<b>Total General &amp; Administrative Expenses</b>	<b>\$5,408.94</b>	<b>\$5,485.84</b>	<b>\$76.90</b>	<b>1.4 %</b>	<b>\$16,526.99</b>	<b>\$16,846.27</b>	<b>\$319.28</b>	<b>1.9 %</b>
<b>Total Expenses</b>	<b>\$11,685.88</b>	<b>\$11,976.98</b>	<b>\$291.10</b>	<b>2.4 %</b>	<b>\$41,580.17</b>	<b>\$44,092.51</b>	<b>\$2,512.34</b>	<b>5.7 %</b>
<b>Net Income (Loss)</b>	<b>\$4,478.59</b>	<b>\$5,131.34</b>	<b>\$(652.75)</b>	<b>(12.7)%</b>	<b>\$6,491.87</b>	<b>\$7,232.61</b>	<b>\$(740.74)</b>	<b>(10.2)%</b>

**Town of Jerome**  
**Income Statement**  
**(Original Budget to Actual Comparison)**  
**For the period of 9/1/2018 Through 9/30/2018**

Fund: (2) Utilities  
Department: (51) Sewer

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<b>Revenues</b>								
Sewer Usage Fees	\$15,365.90	\$16,750.00	\$(1,384.10)	(8.3)%	\$45,902.71	\$50,250.00	\$(4,347.29)	(8.7)%
Interest and Investment Earnings	4.01	8.33	(4.32)	(51.9)	12.14	25.03	(12.89)	(51.5)
Transfers In	483.33	483.33	0.00	0.0	1,449.99	1,450.03	(0.04)	0.0
<b>Net Revenues</b>	<b>\$15,853.24</b>	<b>\$17,241.66</b>	<b>\$(1,388.42)</b>	<b>(8.1)%</b>	<b>\$47,364.84</b>	<b>\$51,725.06</b>	<b>\$(4,360.22)</b>	<b>(8.4)%</b>
<b>Program Expenses</b>								
Advertising, Printing, & Publishing	\$27.11	\$0.00	\$(27.11)	0.0 %	\$76.30	\$0.00	\$(76.30)	0.0 %
Contract Services	3,200.00	3,200.00	0.00	0.0	9,600.00	9,600.00	0.00	0.0
Training & Education	0.00	0.00	0.00	0.0	0.00	12.50	12.50	100.0
Permit Fee Exp - Sewer	0.00	0.00	0.00	0.0	0.00	104.24	104.24	100.0
Engineering Fees	0.00	0.00	0.00	0.0	0.00	41.74	41.74	100.0
Equipment Rentals	0.00	0.00	0.00	0.0	0.00	20.87	20.87	100.0
Fuel	157.98	175.00	17.02	9.7	474.25	525.00	50.75	9.7
Insurance	0.00	0.00	0.00	0.0	20.95	21.00	0.05	0.2
Legal Exp - Sewer	0.00	0.00	0.00	0.0	0.00	20.87	20.87	100.0
Miscellaneous	75.10	23.83	(51.27)	(215.1)	86.40	71.53	(14.87)	(20.8)
Software Support Exp - Sewer	0.00	0.00	0.00	0.0	0.00	208.37	208.37	100.0
Operating Supplies - Sewer	0.00	520.00	520.00	100.0	5,157.11	5,320.00	162.89	3.1
R&M Building - Sewer	0.00	0.00	0.00	0.0	0.00	25.00	25.00	100.0
Rep and Maint - Vehicles	154.90	200.00	45.10	22.6	384.23	600.00	215.77	36.0
Rep and Maint - Equipment	0.00	0.00	0.00	0.0	762.97	1,300.00	537.03	41.3
Rep and Maint - Infrastructure	37.11	40.33	3.22	8.0	823.15	2,170.03	1,346.88	62.1
Service Tests/System Testing	475.20	733.33	258.13	35.2	3,745.60	3,233.36	(512.24)	(15.8)
Small Tools and Equipment	0.00	0.00	0.00	0.0	60.99	250.00	189.01	75.6
Telephone Exp - Sewer	68.43	75.00	6.57	8.8	197.51	225.00	27.49	12.2
Uniform Exp Sewer	0.00	0.00	0.00	0.0	0.00	33.37	33.37	100.0
Utilities	234.59	166.66	(67.93)	(40.8)	909.59	500.06	(409.53)	(81.9)
Administrative Charge	4,204.21	4,204.25	0.04	0.0	12,612.63	12,612.75	0.12	0.0
Sewer Interest Expense	0.00	0.00	0.00	0.0	3,592.85	3,750.00	157.15	4.2
Lease Payments	271.59	500.00	228.41	45.7	814.77	1,500.00	685.23	45.7
<b>Total Program Expenses</b>	<b>\$8,906.22</b>	<b>\$9,838.40</b>	<b>\$932.18</b>	<b>9.5 %</b>	<b>\$39,319.30</b>	<b>\$42,145.69</b>	<b>\$2,826.39</b>	<b>6.7 %</b>
<b>General &amp; Administrative Expenses</b>								
Salaries and Wages	\$2,282.32	\$2,356.69	\$74.37	3.2 %	\$6,414.98	\$6,496.07	\$81.09	1.2 %
FICA and Medicare	173.49	175.77	2.28	1.3	487.44	490.31	2.87	0.6
Retirement	124.61	125.00	0.39	0.3	359.93	361.00	1.07	0.3



**Town of Jerome**  
Income Statement  
(Original Budget to Actual Comparison)  
For the period of 9/1/2018 Through 9/30/2018

Fund: (2) Utilities  
Department: (51) Sewer

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Health Insurance	333.38	335.77	2.39	0.7	1,000.14	1,007.31	7.17	0.7
Worker's Compensation	0.00	0.00	0.00	0.0	570.00	749.75	179.75	24.0
Unemployment	19.23	11.42	(7.81)	(68.4)	37.49	29.30	(8.19)	(28.0)
<b>Total General &amp; Administrative Expenses</b>	<b>\$2,933.03</b>	<b>\$3,004.65</b>	<b>\$71.62</b>	<b>2.4 %</b>	<b>\$8,869.98</b>	<b>\$9,133.74</b>	<b>\$263.76</b>	<b>2.9 %</b>
<b>Total Expenses</b>	<b>\$11,839.25</b>	<b>\$12,843.05</b>	<b>\$1,003.80</b>	<b>7.8 %</b>	<b>\$48,189.28</b>	<b>\$51,279.43</b>	<b>\$3,090.15</b>	<b>6.0 %</b>
<b>Net Income (Loss)</b>	<b>\$4,013.99</b>	<b>\$4,398.61</b>	<b>\$(384.62)</b>	<b>(8.7)%</b>	<b>\$(824.44)</b>	<b>\$445.63</b>	<b>\$(1,270.07)</b>	<b>(285.0)%</b>

**Town of Jerome**  
**Income Statement**  
**(Original Budget to Actual Comparison)**  
**For the period of 9/1/2018 Through 9/30/2018**

Fund: (2) Utilities  
Department: (52) Sanitation

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<b>Revenues</b>								
Sanitation Usage Fees	\$15,786.73	\$16,000.00	\$(213.27)	(1.3)%	\$47,007.93	\$48,000.00	\$(992.07)	(2.1)%
Miscellaneous	0.00	83.33	(83.33)	(100.0)	0.00	250.03	(250.03)	(100.0)
Transfers In	183.33	183.33	0.00	0.0	549.99	550.03	(0.04)	0.0
<b>Net Revenues</b>	<b>\$15,970.06</b>	<b>\$16,266.66</b>	<b>\$(296.60)</b>	<b>(1.8)%</b>	<b>\$47,557.92</b>	<b>\$48,800.06</b>	<b>\$(1,242.14)</b>	<b>(2.5)%</b>
<b>Program Expenses</b>								
Advertising, Printing, & Publishing	\$27.11	\$0.00	\$(27.11)	0.0 %	\$76.30	\$0.00	\$(76.30)	0.0 %
Contract Services	0.00	0.00	0.00	0.0	0.00	41.74	41.74	100.0
Recycling Contract Exp	120.00	183.33	63.33	34.5	360.00	550.03	190.03	34.5
Training & Education	0.00	0.00	0.00	0.0	0.00	25.00	25.00	100.0
Equipment Rentals	0.00	0.00	0.00	0.0	0.00	83.37	83.37	100.0
Fuel	706.01	716.66	10.65	1.5	2,232.18	2,150.06	(82.12)	(3.8)
Insurance	0.00	0.00	0.00	0.0	24.65	25.00	0.35	1.4
Landfill Tipping Fees	1,720.40	1,958.33	237.93	12.1	5,410.80	5,875.03	464.23	7.9
Miscellaneous	36.84	73.33	36.49	49.8	48.14	115.03	66.89	58.2
Software Support Exp - Trash	0.00	0.00	0.00	0.0	0.00	166.74	166.74	100.0
Operating Supplies - Trash	0.00	0.00	0.00	0.0	22.80	41.70	18.90	45.3
R&M Building - Trash	0.00	0.00	0.00	0.0	0.00	12.50	12.50	100.0
Rep and Maint - Vehicles	1,141.77	1,000.00	(141.77)	(14.2)	1,371.10	2,000.00	628.90	31.4
Rep and Maint - Equipment	0.00	0.00	0.00	0.0	0.00	291.74	291.74	100.0
Small Tools and Equipment	0.00	0.00	0.00	0.0	60.99	216.70	155.71	71.9
Telephone Exp - Trash	68.39	75.00	6.61	8.8	205.29	225.00	19.71	8.8
Uniform Exp Trash	0.00	0.00	0.00	0.0	0.00	33.37	33.37	100.0
Administrative Charge	4,204.21	4,204.25	0.04	0.0	12,612.63	12,612.75	0.12	0.0
Transfers Out	0.00	0.00	0.00	0.0	5,000.00	5,000.00	0.00	0.0
<b>Total Program Expenses</b>	<b>\$8,024.73</b>	<b>\$8,210.90</b>	<b>\$186.17</b>	<b>2.3 %</b>	<b>\$27,424.88</b>	<b>\$29,465.76</b>	<b>\$2,040.88</b>	<b>6.9 %</b>
<b>General &amp; Administrative Expenses</b>								
Salaries and Wages	\$3,630.96	\$3,635.23	\$4.27	0.1 %	\$10,205.63	\$10,212.69	\$7.06	0.1 %
FICA and Medicare	276.01	280.23	4.22	1.5	775.45	782.69	7.24	0.9
Retirement	198.24	204.69	6.45	3.2	572.62	583.07	10.45	1.8
Health Insurance	530.38	531.08	0.70	0.1	1,591.14	1,594.24	3.10	0.2
Worker's Compensation	0.00	0.00	0.00	0.0	1,598.00	1,192.75	(405.25)	(34.0)
Unemployment	30.58	17.05	(13.53)	(79.4)	59.63	46.15	(13.48)	(29.2)
<b>Total General &amp; Administrative Expenses</b>	<b>\$4,666.17</b>	<b>\$4,666.28</b>	<b>\$2.11</b>	<b>0.0 %</b>	<b>\$14,802.47</b>	<b>\$14,411.59</b>	<b>\$(390.88)</b>	<b>(2.7)%</b>

**Town of Jerome**  
Income Statement  
(Original Budget to Actual Comparison)  
For the period of 9/1/2018 Through 9/30/2018

Fund: (2) Utilities  
Department: (52) Sanitation

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<b>Total Expenses</b>	\$12,690.90	\$12,879.18	\$188.28	1.5 %	\$42,227.35	\$43,877.35	\$1,650.00	3.8 %
<b>Net Income (Loss)</b>	\$3,279.16	\$3,387.48	\$(108.32)	(3.2)%	\$5,330.57	\$4,922.71	\$407.86	8.3 %

**Town of Jerome**  
**Income Statement**  
**(Original Budget to Actual Comparison)**  
**For the period of 9/1/2018 Through 9/30/2018**

Fund: (3) Road

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<b>Revenues</b>								
HURF Revenue	\$3,174.41	\$3,285.00	\$(110.59)	(3.4)%	\$9,805.52	\$9,855.00	\$(49.48)	(0.5)%
Interest and Investment Earnings	17.74	15.00	2.74	18.3	52.68	45.00	7.68	17.1
Transfers In	5,356.97	6,118.18	(761.21)	(12.4)	14,228.87	16,554.38	(2,325.51)	(14.0)
<b>Net Revenues</b>	<b>\$8,549.12</b>	<b>\$9,418.18</b>	<b>\$(869.06)</b>	<b>(9.2)%</b>	<b>\$24,087.07</b>	<b>\$25,454.38</b>	<b>\$(2,367.31)</b>	<b>(8.9)%</b>
<b>Program Expenses</b>								
Advertising, Printing, & Publishing	\$27.09	\$0.00	\$(27.09)	0.0 %	\$76.30	\$0.00	\$(76.30)	0.0 %
Engineering Fees	0.00	0.00	0.00	0.0	2,900.25	2,000.00	(900.25)	(45.0)
Equipment Rentals - HURF	0.00	0.00	0.00	0.0	0.00	125.00	125.00	100.0
Fuel	10.96	0.00	(10.96)	0.0	18.17	0.00	(18.17)	0.0
Insurance	0.00	0.00	0.00	0.0	12.32	13.00	0.68	5.2
Miscellaneous	36.84	69.43	32.59	46.9	48.14	109.31	61.17	56.0
Operating Supplies - HURF	0.00	21.66	21.66	100.0	174.18	146.72	(27.46)	(18.7)
Public Restroom Supplies	684.77	475.00	(209.77)	(44.2)	684.77	662.50	(22.27)	(3.4)
R&M Building - HURF	0.00	0.00	0.00	0.0	0.00	25.00	25.00	100.0
Rep and Maint - Vehicles	154.85	200.00	45.15	22.6	384.16	400.00	15.84	4.0
Rep and Maint - Equipment	0.00	0.00	0.00	0.0	0.00	29.24	29.24	100.0
Rep and Maint - Infrastructure	1,849.92	1,872.72	22.80	1.2	2,647.95	2,745.52	97.57	3.6
Small Tools and Equipment	0.00	41.66	41.66	100.0	133.93	125.06	(8.87)	(7.1)
Street Lights	987.37	1,041.66	54.29	5.2	2,963.67	3,125.06	161.39	5.2
Street Supplies	258.65	250.00	(8.65)	(3.5)	258.65	500.00	241.35	48.3
Telephone	15.05	16.66	1.61	9.7	45.15	50.06	4.91	9.8
Uniform Exp - HURF	0.00	0.00	0.00	0.0	0.00	29.24	29.24	100.0
Administrative Charge	940.80	940.83	0.03	0.0	2,822.40	2,822.53	0.13	0.0
Lease Payments	77.58	100.33	22.75	22.7	232.74	1,096.99	864.25	78.8
<b>Total Program Expenses</b>	<b>\$5,043.88</b>	<b>\$5,029.95</b>	<b>\$(13.93)</b>	<b>(0.3)%</b>	<b>\$13,402.78</b>	<b>\$14,005.23</b>	<b>\$602.45</b>	<b>4.3 %</b>
<b>General &amp; Administrative Expenses</b>								
Salaries and Wages	\$2,882.80	\$2,193.69	\$(689.11)	(31.4)%	\$8,348.72	\$6,581.07	\$(1,767.65)	(26.9)%
FICA and Medicare	219.60	167.84	(51.76)	(30.8)	635.87	503.52	(132.35)	(26.3)
Retirement	105.19	105.92	0.73	0.7	303.83	305.76	1.93	0.6
Health Insurance	281.42	282.77	1.35	0.5	844.26	848.31	4.05	0.5
Worker's Compensation	0.00	0.00	0.00	0.0	496.00	633.00	137.00	21.6
Unemployment	16.23	12.19	(4.04)	(33.1)	55.61	35.57	(20.04)	(56.3)
<b>Total General &amp; Administrative Expenses</b>	<b>\$3,505.24</b>	<b>\$2,762.41</b>	<b>\$(742.83)</b>	<b>(26.9)%</b>	<b>\$10,684.29</b>	<b>\$8,907.23</b>	<b>\$(1,777.06)</b>	<b>(20.0)%</b>
<b>Total Expenses</b>	<b>\$8,549.12</b>	<b>\$7,792.36</b>	<b>\$(756.76)</b>	<b>(9.7)%</b>	<b>\$24,087.07</b>	<b>\$22,912.46</b>	<b>\$(1,174.61)</b>	<b>(5.1)%</b>

**Town of Jerome**  
**Income Statement**  
 (Original Budget to Actual Comparison)  
 For the period of 9/1/2018 Through 9/30/2018

Fund: (3) Road

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<b>Net Income (Loss)</b>	<u>\$0.00</u>	<u>\$1,625.82</u>	<u>\$(1,625.82)</u>	<u>(100.0)%</u>	<u>\$0.00</u>	<u>\$3,541.92</u>	<u>\$(3,541.92)</u>	<u>(100.0)%</u>

AP Vendor Detail Ledger (Range of Posting Dates with Payment Detail)

Ledger as of : 9/1/2018 to 9/30/2018

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
<b>VENDOR: 1002 - XEROX FINANCIAL SERVICES</b>											
090518A 020-0098114-001, 1281609 - 8/19-9/1	09/05/18	09/05/18	10/05/18	1.11.6191 - Copier & Equip Lease Expe	\$308.71	\$0.00	\$308.71	09/05/18	9301	ASCUC†	\$0.00
INVOICE 090518A TOTALS:					\$308.71	\$0.00	\$308.71				\$0.00
XEROX FINANCIAL SERVICES TOTALS:					\$308.71	\$0.00	\$308.71				\$0.00
<b>VENDOR: 1008 - MCI COMM SERVICE</b>											
092618B 6N294147 928 649 3034 FD	09/26/18	09/26/18	10/16/18	1.14.6265 - Telephone	\$33.69	\$0.00	\$33.69	09/27/18	9353	ASCUC†	\$0.00
INVOICE 092618B TOTALS:					\$33.69	\$0.00	\$33.69				\$0.00
MCI COMM SERVICE TOTALS:					\$33.69	\$0.00	\$33.69				\$0.00
<b>VENDOR: 1012 - JOE LAZARO</b>											
091318Z 001 HURF	09/13/18	09/13/18	10/13/18	3.30.6110 - Contract Services	\$1,500.00	\$0.00	\$1,500.00	09/13/18	9314	ASCUC†	\$0.00
INVOICE 091318Z TOTALS:					\$1,500.00	\$0.00	\$1,500.00				\$0.00
JOE LAZARO TOTALS:					\$1,500.00	\$0.00	\$1,500.00				\$0.00
<b>VENDOR: 1014 - KAESER &amp; BLAIR, INCORPORATED</b>											
092718W 80508325 PD	09/27/18	09/27/18	10/27/18	1.13.6185 - Miscellaneous	\$568.70	\$0.00	\$568.70	09/27/18	9354	ASCUC†	\$0.00
INVOICE 092718W TOTALS:					\$568.70	\$0.00	\$568.70				\$0.00
KAESER & BLAIR, INCORPORATED TOTALS:					\$568.70	\$0.00	\$568.70				\$0.00
<b>VENDOR: 109 - AFLAC</b>											
091918A Acct # DN513, Inv. 238309	09/19/18	09/19/18	09/19/18	1.10.2405 - AFLAC	\$54.74	\$0.00	\$54.74	09/19/18	9340	ASCUC†	\$0.00
INVOICE 091918A TOTALS:					\$54.74	\$0.00	\$54.74				\$0.00
AFLAC TOTALS:					\$54.74	\$0.00	\$54.74				\$0.00
<b>VENDOR: 113 - ALL-MED EQUIPMENT &amp; SERVICES</b>											
091318J 511619 FD	09/13/18	09/13/18	09/13/18	1.14.6181 - Medical Supplies Exp	\$119.04	\$0.00	\$119.04	09/13/18	9317	ASCUC†	\$0.00
INVOICE 091318J TOTALS:					\$119.04	\$0.00	\$119.04				\$0.00
ALL-MED EQUIPMENT & SERVICES TOTALS:					\$119.04	\$0.00	\$119.04				\$0.00
<b>VENDOR: 118 - VOCE TELECOM</b>											
092618U 208461, 182580071 PD	09/26/18	09/26/18	09/26/18	1.13.6265 - Telephone	\$12.07	\$0.00	\$12.07	09/27/18	9355	ASCUC†	\$0.00

AP Vendor Detail Ledger (Range of Posting Dates with Payment Detail)

Ledger as of : 9/1/2018 to 9/30/2018

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
<b>INVOICE 092618U TOTALS:</b>					<b>\$12.07</b>	<b>\$0.00</b>	<b>\$12.07</b>				<b>\$0.00</b>
<b>VOCE TELECOM TOTALS:</b>					<b>\$12.07</b>	<b>\$0.00</b>	<b>\$12.07</b>				<b>\$0.00</b>
<b>VENDOR: 119 - APS</b>											
090518B 943806 roof	09/05/18	09/05/18	09/20/18	1.18.6285 - Utilities	\$13.93	\$0.00	\$13.93	09/05/18	9302	ASCUC†	\$0.00
<b>INVOICE 090518B TOTALS:</b>					<b>\$13.93</b>	<b>\$0.00</b>	<b>\$13.93</b>				<b>\$0.00</b>
092618S 1490440 street lights HURF	09/26/18	09/26/18	10/11/18	3.30.6255 - Street Lights	\$987.37	\$0.00	\$987.37	09/27/18	9356	ASCUC†	\$0.00
<b>INVOICE 092618S TOTALS:</b>					<b>\$987.37</b>	<b>\$0.00</b>	<b>\$987.37</b>				<b>\$0.00</b>
<b>A.P.S.-21</b>											
0421621 Fire station	09/26/18	09/26/18	10/11/18	1.18.6285 - Utilities	\$473.79	\$0.00	\$473.79	09/27/18	9356	ASCUC†	\$0.00
2353720 FD gulch				1.18.6285 - Utilities	\$39.08	\$0.00	\$39.08	09/27/18	9356	ASCUC†	\$0.00
2383901 Upper park				1.17.6285 - Utilities	\$46.92	\$0.00	\$46.92	09/27/18	9356	ASCUC†	\$0.00
5613490 Upper park 2				1.17.6285 - Utilities	\$56.10	\$0.00	\$56.10	09/27/18	9356	ASCUC†	\$0.00
8468241 Middle park				1.17.6285 - Utilities	\$38.35	\$0.00	\$38.35	09/27/18	9356	ASCUC†	\$0.00
0024200 Lower park				1.17.6285 - Utilities	\$38.69	\$0.00	\$38.69	09/27/18	9356	ASCUC†	\$0.00
3216010 Hotel Jerome				1.18.6285 - Utilities	\$38.35	\$0.00	\$38.35	09/27/18	9356	ASCUC†	\$0.00
2839800 Ghost Pepper				1.18.6285 - Utilities	\$91.00	\$0.00	\$91.00	09/27/18	9356	ASCUC†	\$0.00
1976520 Co-op				1.18.6285 - Utilities	\$189.77	\$0.00	\$189.77	09/27/18	9356	ASCUC†	\$0.00
7575770 Civic Center				1.18.6285 - Utilities	\$1,452.70	\$0.00	\$1,452.70	09/27/18	9356	ASCUC†	\$0.00
6506951 PD				1.18.6285 - Utilities	\$183.71	\$0.00	\$183.71	09/27/18	9356	ASCUC†	\$0.00
4246290 WWTP				2.51.6285 - Utilities	\$234.59	\$0.00	\$234.59	09/27/18	9356	ASCUC†	\$0.00
1490440 Street lights				3.30.6255 - Street Lights	\$0.00	\$0.00	\$0.00				\$0.00
9438060 Roof				1.18.6285 - Utilities	\$0.00	\$0.00	\$0.00				\$0.00
6109570 Perkinsville Road				1.18.6285 - Utilities	\$87.98	\$0.00	\$87.98	09/27/18	9356	ASCUC†	\$0.00
8061950 Sunshine Hill water tank				2.50.6285 - Utilities Exp - Water	\$37.07	\$0.00	\$37.07	09/27/18	9356	ASCUC†	\$0.00
<b>INVOICE A.P.S.-21 TOTALS:</b>					<b>\$3,008.10</b>	<b>\$0.00</b>	<b>\$3,008.10</b>				<b>\$0.00</b>
<b>APS TOTALS:</b>					<b>\$4,009.40</b>	<b>\$0.00</b>	<b>\$4,009.40</b>				<b>\$0.00</b>
<b>VENDOR: 120 - ARROW EXPRESS</b>											
091918H Sewer sample shipping - 109401	09/19/18	09/19/18	10/19/18	2.51.6240 - Service Tests/System Testi	\$45.00	\$0.00	\$45.00	09/19/18	9341	ASCUC†	\$0.00
Sewer sample shipping - 109402				2.51.6240 - Service Tests/System Testi	\$45.00	\$0.00	\$45.00	09/19/18	9341	ASCUC†	\$0.00
<b>INVOICE 091918H TOTALS:</b>					<b>\$90.00</b>	<b>\$0.00</b>	<b>\$90.00</b>				<b>\$0.00</b>
<b>ARROW EXPRESS TOTALS:</b>					<b>\$90.00</b>	<b>\$0.00</b>	<b>\$90.00</b>				<b>\$0.00</b>
<b>VENDOR: 122 - AT&amp;T</b>											
092018J 287251435682x09152018	09/20/18	09/20/18	10/20/18	1.13.6265 - Telephone	\$45.52	\$0.00	\$45.52	09/20/18	9351	ASCUC†	\$0.00
<b>INVOICE 092018J TOTALS:</b>					<b>\$45.52</b>	<b>\$0.00</b>	<b>\$45.52</b>				<b>\$0.00</b>

AP Vendor Detail Ledger (Range of Posting Dates with Payment Detail)

Ledger as of : 9/1/2018 to 9/30/2018

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
<b>VENDOR: 151 - BEDROCK LANDSCAPE MATERIALS</b>											
092618C	09/26/18	09/26/18	10/26/18				\$45.52				\$0.00
121800 HURF		3.30.6230 - Rep and Maint - Infrastruct			\$349.92	\$0.00	\$349.92	09/27/18	9357	ASCUC†	\$0.00
122149 HURF		1.18.6230 - Rep and Maint - Infrastruct			\$158.56	\$0.00	\$158.56	09/27/18	9357	ASCUC†	\$0.00
		<b>INVOICE 092618C TOTALS:</b>			<b>\$508.48</b>	<b>\$0.00</b>	<b>\$508.48</b>				<b>\$0.00</b>
<b>BEDROCK LANDSCAPE MATERIALS TOTALS:</b>					<b>\$508.48</b>	<b>\$0.00</b>	<b>\$508.48</b>				<b>\$0.00</b>
<b>VENDOR: 157 - BOUND TREE MEDICAL, LLC</b>											
091318I	09/13/18	09/13/18	10/13/18		\$10.46	\$0.00	\$10.46	09/13/18	9318	ASCUC†	\$0.00
103795, 82970344 FD		1.14.6181 - Medical Supplies Exp			\$10.46	\$0.00	\$10.46				\$0.00
		<b>INVOICE 091318I TOTALS:</b>			<b>\$10.46</b>	<b>\$0.00</b>	<b>\$10.46</b>				<b>\$0.00</b>
092618L	09/26/18	09/26/18	10/26/18		\$36.24	\$0.00	\$36.24	09/27/18	9358	ASCUC†	\$0.00
103795, 82977467 FD		1.14.6181 - Medical Supplies Exp			\$36.24	\$0.00	\$36.24				\$0.00
		<b>INVOICE 092618L TOTALS:</b>			<b>\$36.24</b>	<b>\$0.00</b>	<b>\$36.24</b>				<b>\$0.00</b>
<b>BOUND TREE MEDICAL, LLC TOTALS:</b>					<b>\$46.70</b>	<b>\$0.00</b>	<b>\$46.70</b>				<b>\$0.00</b>
<b>VENDOR: 167 - OFFICE DEPOT</b>											
091918B	09/19/18	09/19/18	11/18/18		\$24.83	\$0.00	\$24.83	09/19/18	9342	ASCUC†	\$0.00
63266436, 202010728001 GG		1.11.6190 - Office Supplies			\$24.83	\$0.00	\$24.83				\$0.00
		<b>INVOICE 091918B TOTALS:</b>			<b>\$24.83</b>	<b>\$0.00</b>	<b>\$24.83</b>				<b>\$0.00</b>
<b>OFFICE DEPOT TOTALS:</b>					<b>\$24.83</b>	<b>\$0.00</b>	<b>\$24.83</b>				<b>\$0.00</b>
<b>VENDOR: 168 - CENTURY LINK</b>											
092618C	09/26/18	09/26/18	10/11/18		\$30.89	\$0.00	\$30.89	09/27/18	9359	ASCUC†	\$0.00
928 634 2245 PD		1.13.6265 - Telephone			\$30.89	\$0.00	\$30.89				\$0.00
928 634 6647 FD		1.14.6265 - Telephone			\$60.99	\$0.00	\$60.99	09/27/18	9359	ASCUC†	\$0.00
928 634 6714 water		2.50.6265 - Telephone Exp - Water			\$15.06	\$0.00	\$15.06	09/27/18	9359	ASCUC†	\$0.00
928 634 6714 sewer		2.51.6265 - Telephone Exp - Sewer			\$15.06	\$0.00	\$15.06	09/27/18	9359	ASCUC†	\$0.00
928 634 6714 trash		2.52.6265 - Telephone Exp - Trash			\$15.05	\$0.00	\$15.05	09/27/18	9359	ASCUC†	\$0.00
928 634 6714 parks		1.17.6265 - Telephone			\$15.05	\$0.00	\$15.05	09/27/18	9359	ASCUC†	\$0.00
928 634 6714 HURF		3.30.6265 - Telephone			\$15.05	\$0.00	\$15.05	09/27/18	9359	ASCUC†	\$0.00
928 634 7941 GG DSL		1.11.6265 - Telephone			\$239.91	\$0.00	\$239.91	09/27/18	9359	ASCUC†	\$0.00
928 634 7943 GG		1.11.6265 - Telephone			\$147.43	\$0.00	\$147.43	09/27/18	9359	ASCUC†	\$0.00
928 634 8992 PD		1.13.6265 - Telephone			\$167.89	\$0.00	\$167.89	09/27/18	9359	ASCUC†	\$0.00
928 639 0574 LB		1.15.6265 - Telephone			\$211.40	\$0.00	\$211.40	09/27/18	9359	ASCUC†	\$0.00
928 649 2776 PD		1.13.6265 - Telephone			\$37.36	\$0.00	\$37.36	09/27/18	9359	ASCUC†	\$0.00
928 649 3034 FD		1.14.6265 - Telephone			\$121.77	\$0.00	\$121.77	09/27/18	9359	ASCUC†	\$0.00
928 649 3250 CT		1.12.6265 - Telephone			\$65.04	\$0.00	\$65.04	09/27/18	9359	ASCUC†	\$0.00
928 649 3250 CT		1.14.6265 - Telephone			(\$120.59)	\$0.00	(\$120.59)	09/27/18	9359	ASCUC†	\$0.00
		<b>INVOICE CENTURYLINK-29 TOTALS:</b>			<b>\$1,037.36</b>	<b>\$0.00</b>	<b>\$1,037.36</b>				<b>\$0.00</b>



AP Vendor Detail Ledger (Range of Posting Dates with Payment Detail)

Ledger as of : 9/1/2018 to 9/30/2018

Invoice Number Description	Inv.Date	Post.Date Account	Due.Date	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
<b>VENDOR: 189 - PURCHASE POWER</b>										
092618T 8000-9000-0271-2119 GG	09/26/18	09/26/18	10/21/18	\$201.50	\$0.00	\$201.50	09/27/18	9360	ASCUC†	\$0.00
		1.11.6200 - Postage		\$201.50	\$0.00	\$201.50				\$0.00
<b>INVOICE 092618T TOTALS:</b>										
<b>PURCHASE POWER TOTALS:</b>				\$201.50	\$0.00	\$201.50				\$0.00
<b>VENDOR: 200 - ALLEN MUMA</b>										
092618N reimbursement sewer	09/26/18	09/26/18	09/26/18	\$61.25	\$0.00	\$61.25	09/27/18	9361	ASCUC†	\$0.00
reimbursement water		2.51.6220 - Rep and Maint - Vehicles		\$61.25	\$0.00	\$61.25	09/27/18	9361	ASCUC†	\$0.00
reimbursement prop		2.50.6220 - Rep and Maint - Vehicles		\$61.21	\$0.00	\$61.21	09/27/18	9361	ASCUC†	\$0.00
reimbursement parks		1.18.6220 - Rep and Maint - Vehicles		\$61.21	\$0.00	\$61.21	09/27/18	9361	ASCUC†	\$0.00
reimbursement trash		1.17.6220 - Rep and Maint - Vehicles		\$61.25	\$0.00	\$61.25	09/27/18	9361	ASCUC†	\$0.00
reimbursement HURF		2.52.6220 - Rep and Maint - Vehicles		\$61.24	\$0.00	\$61.24	09/27/18	9361	ASCUC†	\$0.00
		3.30.6220 - Rep and Maint - Vehicles		\$367.41	\$0.00	\$367.41				\$0.00
<b>INVOICE 092618N TOTALS:</b>				\$367.41	\$0.00	\$367.41				\$0.00
<b>ALLEN MUMA TOTALS:</b>				\$367.41	\$0.00	\$367.41				\$0.00
<b>VENDOR: 203 - SMART DOCUMENT SOLUTIONS</b>										
091918G C:10253, IN5791 GG	09/19/18	09/19/18	09/19/18	\$447.01	\$0.00	\$447.01	09/19/18	9343	ASCUC†	\$0.00
		1.11.6191 - Copier & Equip Lease Expe		\$447.01	\$0.00	\$447.01				\$0.00
<b>INVOICE 091918G TOTALS:</b>				\$447.01	\$0.00	\$447.01				\$0.00
<b>SMART DOCUMENT SOLUTIONS TOTALS:</b>				\$447.01	\$0.00	\$447.01				\$0.00
<b>VENDOR: 204 - SEDONA RECYCLES, INC</b>										
090618F Recycling Services, 918	09/06/18	09/06/18	09/06/18	\$120.00	\$0.00	\$120.00	09/06/18	9307	ASCUC†	\$0.00
		2.52.6111 - Recycling Contract Exp		\$120.00	\$0.00	\$120.00				\$0.00
<b>INVOICE 090618F TOTALS:</b>				\$120.00	\$0.00	\$120.00				\$0.00
<b>SEDONA RECYCLES, INC TOTALS:</b>				\$120.00	\$0.00	\$120.00				\$0.00
<b>VENDOR: 210 - PITNEY BOWES, INC-SUPPLIES</b>										
091318U 0012100693, 3102398416 GG	09/13/18	09/13/18	09/13/18	\$175.65	\$0.00	\$175.65	09/13/18	9319	ASCUC†	\$0.00
		1.11.6200 - Postage		\$175.65	\$0.00	\$175.65				\$0.00
<b>INVOICE 091318U TOTALS:</b>				\$175.65	\$0.00	\$175.65				\$0.00
091918I 0012100693, 1009340484 GG	09/19/18	09/19/18	09/19/18	\$280.08	\$0.00	\$280.08	09/19/18	9344	ASCUC†	\$0.00
		1.11.6200 - Postage		\$280.08	\$0.00	\$280.08				\$0.00
<b>INVOICE 091918I TOTALS:</b>				\$280.08	\$0.00	\$280.08				\$0.00
<b>PITNEY BOWES, INC-SUPPLIES TOTALS:</b>				\$455.73	\$0.00	\$455.73				\$0.00

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Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
<b>VENDOR: 218 - VERIZON WIRELESS</b>											
<b>VERIZON-26</b>											
928 300 5987 PZ Barry	09/05/18	09/05/18	09/30/18	1.16.6265 - Telephone	\$37.10	\$0.00	\$37.10	09/05/18	9303	ASCUC†	\$0.00
928 300 8701 FD Rusty				1.14.6265 - Telephone	\$64.94	\$0.00	\$64.94	09/05/18	9303	ASCUC†	\$0.00
928 301 1878 water Eric				2.50.6265 - Telephone Exp - Water	\$11.73	\$0.00	\$11.73	09/05/18	9303	ASCUC†	\$0.00
928 301 1878 sewer Eric				2.51.6265 - Telephone Exp - Sewer	\$11.72	\$0.00	\$11.72	09/05/18	9303	ASCUC†	\$0.00
928 301 1878 trash Eric				2.52.6265 - Telephone Exp - Trash	\$11.72	\$0.00	\$11.72	09/05/18	9303	ASCUC†	\$0.00
928 301 2381 water Garrett				2.50.6265 - Telephone Exp - Water	\$11.73	\$0.00	\$11.73	09/05/18	9303	ASCUC†	\$0.00
928 301 2381 sewer Garrett				2.51.6265 - Telephone Exp - Sewer	\$11.72	\$0.00	\$11.72	09/05/18	9303	ASCUC†	\$0.00
928 301 2381 trash Garrett				2.52.6265 - Telephone Exp - Trash	\$11.72	\$0.00	\$11.72	09/05/18	9303	ASCUC†	\$0.00
928 821 0133 shuttle driver - Leo				1.11.6285 - Tourism 1% Bed Tax	\$34.10	\$0.00	\$34.10	09/05/18	9303	ASCUC†	\$0.00
928 821 8243 water Xanadu				2.50.6265 - Telephone Exp - Water	\$7.83	\$0.00	\$7.83	09/05/18	9303	ASCUC†	\$0.00
928 821 8243 sewer Xanadu				2.51.6265 - Telephone Exp - Sewer	\$7.82	\$0.00	\$7.82	09/05/18	9303	ASCUC†	\$0.00
928 821 8243 trash Xanadu				2.52.6265 - Telephone Exp - Trash	\$7.80	\$0.00	\$7.80	09/05/18	9303	ASCUC†	\$0.00
928 821 8335 water Lyle				2.50.6265 - Telephone Exp - Water	\$11.38	\$0.00	\$11.38	09/05/18	9303	ASCUC†	\$0.00
928 821 8335 sewer Lyle				2.51.6265 - Telephone Exp - Sewer	\$11.37	\$0.00	\$11.37	09/05/18	9303	ASCUC†	\$0.00
928 821 8335 trash Lyle				2.52.6265 - Telephone Exp - Trash	\$11.37	\$0.00	\$11.37	09/05/18	9303	ASCUC†	\$0.00
access charges water				2.50.6265 - Telephone Exp - Water	\$10.74	\$0.00	\$10.74	09/05/18	9303	ASCUC†	\$0.00
access charges sewer				2.51.6265 - Telephone Exp - Sewer	\$10.74	\$0.00	\$10.74	09/05/18	9303	ASCUC†	\$0.00
access charges trash				2.52.6265 - Telephone Exp - Sewer	\$10.73	\$0.00	\$10.73	09/05/18	9303	ASCUC†	\$0.00
access charges GG				1.11.6265 - Telephone	\$10.73	\$0.00	\$10.73	09/05/18	9303	ASCUC†	\$0.00
access charges FD				1.14.6265 - Telephone	\$10.73	\$0.00	\$10.73	09/05/18	9303	ASCUC†	\$0.00
access charges PZ				1.16.6265 - Telephone	\$10.73	\$0.00	\$10.73	09/05/18	9303	ASCUC†	\$0.00
				1.11.6265 - Telephone	\$0.00	\$0.00	\$0.00				\$0.00
				<b>INVOICE VERIZON-26 TOTALS:</b>	<b>\$328.45</b>	<b>\$0.00</b>	<b>\$328.45</b>				<b>\$0.00</b>
<b>VENDOR: 223 - LEAGUE OF AZ CITIES AND TOWNS</b>											
<b>090418MA1</b>											
Annual Dues For FY19	09/04/18	09/04/18	09/04/18	1.11.6125 - Dues, Subs & Membership:	\$4,397.00	\$0.00	\$4,397.00	09/04/18	9300	ASCUC†	\$0.00
				<b>INVOICE 090418MA1 TOTALS:</b>	<b>\$4,397.00</b>	<b>\$0.00</b>	<b>\$4,397.00</b>				<b>\$0.00</b>
<b>LEAGUE OF AZ CITIES AND TOWNS TOTALS:</b>											
					<b>\$4,397.00</b>	<b>\$0.00</b>	<b>\$4,397.00</b>				<b>\$0.00</b>
<b>VENDOR: 224 - LEGEND</b>											
<b>091318S</b>											
Acct 00-0001475, Inv. 1813441 sewer	09/13/18	09/13/18	10/13/18	2.51.6240 - Service Tests/System Testi	\$334.20	\$0.00	\$334.20	09/13/18	9320	ASCUC†	\$0.00
				<b>INVOICE 091318S TOTALS:</b>	<b>\$334.20</b>	<b>\$0.00</b>	<b>\$334.20</b>				<b>\$0.00</b>
<b>091918C</b>											
Acct 00-0001475, Inv. 1813908 sewer	09/19/18	09/19/18	10/19/18	2.51.6240 - Service Tests/System Testi	\$51.00	\$0.00	\$51.00	09/19/18	9345	ASCUC†	\$0.00
				<b>INVOICE 091918C TOTALS:</b>	<b>\$51.00</b>	<b>\$0.00</b>	<b>\$51.00</b>				<b>\$0.00</b>
				<b>LEGEND TOTALS:</b>	<b>\$385.20</b>	<b>\$0.00</b>	<b>\$385.20</b>				<b>\$0.00</b>

AP Vendor Detail Ledger (Range of Posting Dates with Payment Detail)

Ledger as of : 9/1/2018 to 9/30/2018

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
<b>VENDOR: 237 - UNISOURCE ENERGY SERVICES</b>											
UNISOURCE-27	09/19/18	09/19/18	10/09/18								\$0.00
693726 PD				1.18.6285 - Utilities	\$21.77	\$0.00	\$21.77	09/19/18	9346	ASCUC†	\$0.00
055982 FD				1.18.6285 - Utilities	\$40.35	\$0.00	\$40.35	09/19/18	9346	ASCUC†	\$0.00
750593 Civic Center				1.18.6285 - Utilities	\$29.10	\$0.00	\$29.10	09/19/18	9346	ASCUC†	\$0.00
435334 Town yard				1.18.6285 - Utilities	\$21.34	\$0.00	\$21.34	09/19/18	9346	ASCUC†	\$0.00
235334 Co-op				1.18.6285 - Utilities	\$21.77	\$0.00	\$21.77	09/19/18	9346	ASCUC†	\$0.00
				<b>INVOICE UNISOURCE-27 TOTALS:</b>	<b>\$134.33</b>	<b>\$0.00</b>	<b>\$134.33</b>				<b>\$0.00</b>
				<b>UNISOURCE ENERGY SERVICES TOTALS:</b>	<b>\$134.33</b>	<b>\$0.00</b>	<b>\$134.33</b>				<b>\$0.00</b>
<b>VENDOR: 238 - VERDE VALLEY HARDWARE</b>											
090618J	09/06/18	09/06/18	09/21/18								\$0.00
2860 sewer				2.51.6185 - Miscellaneous	\$18.61	\$0.00	\$18.61	09/06/18	9308	ASCUC†	\$0.00
2860 water				2.50.6185 - Miscellaneous	\$18.61	\$0.00	\$18.61	09/06/18	9308	ASCUC†	\$0.00
2860 prop				1.18.6185 - Miscellaneous	\$18.60	\$0.00	\$18.60	09/06/18	9308	ASCUC†	\$0.00
2860 parks				1.17.6185 - Miscellaneous	\$18.60	\$0.00	\$18.60	09/06/18	9308	ASCUC†	\$0.00
2860 trash				2.52.6185 - Miscellaneous	\$18.61	\$0.00	\$18.61	09/06/18	9308	ASCUC†	\$0.00
2860 HURF				3.30.6185 - Miscellaneous	\$18.62	\$0.00	\$18.62	09/06/18	9308	ASCUC†	\$0.00
				<b>INVOICE 090618J TOTALS:</b>	<b>\$111.65</b>	<b>\$0.00</b>	<b>\$111.65</b>				<b>\$0.00</b>
090618K	09/06/18	09/06/18	09/21/18								\$0.00
2860 sewer				2.51.6230 - Rep and Maint - Infrastruct	\$37.11	\$0.00	\$37.11	09/06/18	9308	ASCUC†	\$0.00
2860 sewer				2.51.6185 - Miscellaneous	\$38.26	\$0.00	\$38.26	09/06/18	9308	ASCUC†	\$0.00
2860 water				2.50.6230 - Rep and Maint - Infrastruct	\$83.28	\$0.00	\$83.28	09/06/18	9308	ASCUC†	\$0.00
2860 FD				1.14.6250 - Small Tools and Equipment	\$432.38	\$0.00	\$432.38	09/06/18	9308	ASCUC†	\$0.00
2860 prop				1.18.6195 - Operating Supplies - Prope	\$82.02	\$0.00	\$82.02	09/06/18	9308	ASCUC†	\$0.00
2860 HURF				3.30.6260 - Street Supplies	\$43.73	\$0.00	\$43.73	09/06/18	9308	ASCUC†	\$0.00
				<b>INVOICE 090618K TOTALS:</b>	<b>\$716.78</b>	<b>\$0.00</b>	<b>\$716.78</b>				<b>\$0.00</b>
				<b>VERDE VALLEY HARDWARE TOTALS:</b>	<b>\$828.43</b>	<b>\$0.00</b>	<b>\$828.43</b>				<b>\$0.00</b>
<b>VENDOR: 252 - NAPA AUTO PARTS</b>											
090618H	09/06/18	09/06/18	09/26/18								\$0.00
31380 sewer				2.51.6220 - Rep and Maint - Vehicles	\$77.37	\$0.00	\$77.37	09/06/18	9309	ASCUC†	\$0.00
31380 water				2.50.6220 - Rep and Maint - Vehicles	\$77.37	\$0.00	\$77.37	09/06/18	9309	ASCUC†	\$0.00
31380 prop				1.18.6220 - Rep and Maint - Vehicles	\$77.32	\$0.00	\$77.32	09/06/18	9309	ASCUC†	\$0.00
31380 parks				1.17.6220 - Rep and Maint - Vehicles	\$77.32	\$0.00	\$77.32	09/06/18	9309	ASCUC†	\$0.00
31380 trash				2.52.6220 - Rep and Maint - Vehicles	\$77.37	\$0.00	\$77.37	09/06/18	9309	ASCUC†	\$0.00
31380 HURF				3.30.6220 - Rep and Maint - Vehicles	\$77.36	\$0.00	\$77.36	09/06/18	9309	ASCUC†	\$0.00
				<b>INVOICE 090618H TOTALS:</b>	<b>\$464.11</b>	<b>\$0.00</b>	<b>\$464.11</b>				<b>\$0.00</b>
090618I	09/06/18	09/06/18	09/26/18								\$0.00
31380 trash				2.52.6220 - Rep and Maint - Vehicles	\$53.46	\$0.00	\$53.46	09/06/18	9309	ASCUC†	\$0.00
				<b>INVOICE 090618I TOTALS:</b>	<b>\$53.46</b>	<b>\$0.00</b>	<b>\$53.46</b>				<b>\$0.00</b>

AP Vendor Detail Ledger (Range of Posting Dates with Payment Detail)

Ledger as of : 9/1/2018 to 9/30/2018

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
<b>VENDOR: 254 - THE VERDE INDEPENDENT</b>											
<b>092618I</b>											
11366, 140181 PZ	09/26/18	09/26/18	10/06/18	1.11.6105 - Advertising, Printing, & Pub	\$249.60	\$0.00	\$249.60	09/27/18	9362	ASCUC†	\$0.00
11366, 140181 GG				1.11.6105 - Advertising, Printing, & Pub	\$38.12	\$0.00	\$38.12	09/27/18	9362	ASCUC†	\$0.00
				<b>INVOICE 092618I TOTALS:</b>	<b>\$287.72</b>	<b>\$0.00</b>	<b>\$287.72</b>				<b>\$0.00</b>
<b>092618J</b>											
11366, 140181 sewer	09/26/18	09/26/18	10/06/18	2.51.6105 - Advertising, Printing, & Pub	\$27.11	\$0.00	\$27.11	09/27/18	9362	ASCUC†	\$0.00
11366, 140181 water				2.50.6105 - Advertising, Printing, & Pub	\$27.11	\$0.00	\$27.11	09/27/18	9362	ASCUC†	\$0.00
11366, 140181 prop				1.18.6105 - Advertising, Printing, & Pub	\$27.09	\$0.00	\$27.09	09/27/18	9362	ASCUC†	\$0.00
11366, 140181 parks				1.17.6105 - Advertising, Printing, & Pub	\$27.09	\$0.00	\$27.09	09/27/18	9362	ASCUC†	\$0.00
11366, 140181 trash				2.52.6105 - Advertising, Printing, & Pub	\$27.11	\$0.00	\$27.11	09/27/18	9362	ASCUC†	\$0.00
11366, 140181 HURF				3.30.6105 - Advertising, Printing, & Pub	\$27.09	\$0.00	\$27.09	09/27/18	9362	ASCUC†	\$0.00
				<b>INVOICE 092618J TOTALS:</b>	<b>\$162.60</b>	<b>\$0.00</b>	<b>\$162.60</b>				<b>\$0.00</b>
<b>VENDOR: 255 - CITY OF COTTONWOOD</b>											
<b>091318CC</b>											
Dispatch fees - 2549 FD	09/13/18	09/13/18	09/13/18	1.14.6120 - Dispatch Fees	\$484.08	\$0.00	\$484.08	09/13/18	9321	ASCUC†	\$0.00
				<b>INVOICE 091318CC TOTALS:</b>	<b>\$484.08</b>	<b>\$0.00</b>	<b>\$484.08</b>				<b>\$0.00</b>
<b>VENDOR: 265 - CONTRACT WASTEWATER OPERATIONS</b>											
<b>090518C</b>											
1014073 water, August 2018	09/05/18	09/05/18	09/30/18	2.50.6110 - Contract Services	\$900.00	\$0.00	\$900.00	09/05/18	9305	ASCUC†	\$0.00
1014073 WWTP, August 2018				2.51.6110 - Contract Services	\$3,200.00	\$0.00	\$3,200.00	09/05/18	9305	ASCUC†	\$0.00
				<b>INVOICE 090518C TOTALS:</b>	<b>\$4,100.00</b>	<b>\$0.00</b>	<b>\$4,100.00</b>				<b>\$0.00</b>
<b>VENDOR: 270 - KATHLEEN JARVIS</b>											
<b>091318R</b>											
reimbursement LB	09/13/18	09/13/18	09/20/18	1.15.6195 - Operating Supplies - Librar	\$347.46	\$0.00	\$347.46	09/13/18	9322	ASCUC†	\$0.00
				<b>INVOICE 091318R TOTALS:</b>	<b>\$347.46</b>	<b>\$0.00</b>	<b>\$347.46</b>				<b>\$0.00</b>
<b>VENDOR: 279 - CROSSPOINT COMMUNICATIONS</b>											
<b>092618P</b>											
reimbursement LB	09/26/18	09/26/18	10/03/18	1.15.6250 - Small Tools and Equipment	\$109.09	\$0.00	\$109.09	09/27/18	9363	ASCUC†	\$0.00
				<b>INVOICE 092618P TOTALS:</b>	<b>\$109.09</b>	<b>\$0.00</b>	<b>\$109.09</b>				<b>\$0.00</b>
				<b>KATHLEEN JARVIS TOTALS:</b>	<b>\$456.55</b>	<b>\$0.00</b>	<b>\$456.55</b>				<b>\$0.00</b>

AP Vendor Detail Ledger (Range of Posting Dates with Payment Detail)

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Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
091318X 913000840, 913003081-1 taxes	09/13/18	09/13/18	10/13/18	1.13.6250 - Small Tools and Equipment	\$216.65	\$0.00	\$216.65	09/13/18	9323	ASCUC†	\$0.00
				INVOICE 091318X TOTALS:	\$216.65	\$0.00	\$216.65				\$0.00
				CROSSPOINT COMMUNICATIONS TOTALS:	\$216.65	\$0.00	\$216.65				\$0.00
<b>VENDOR: 292 - JOHN BOUWMAN</b>											
091918D reimbursement FD	09/19/18	09/19/18	09/26/18	7.25.6276 - Wildlands Exp - Contingent	\$206.08	\$0.00	\$206.08	09/19/18	9347	ASCUC†	\$0.00
				INVOICE 091918D TOTALS:	\$206.08	\$0.00	\$206.08				\$0.00
				JOHN BOUWMAN TOTALS:	\$206.08	\$0.00	\$206.08				\$0.00
<b>VENDOR: 300 - REESE'S TIRE &amp; AUTOTIRE PROS</b>											
091318F 33868, 33924 FD labor	09/13/18	09/13/18	10/13/18	7.25.6276 - Wildlands Exp - Contingent	\$190.00	\$0.00	\$190.00	09/13/18	9324	ASCUC†	\$0.00
				INVOICE 091318F TOTALS:	\$190.00	\$0.00	\$190.00				\$0.00
091318G 33868, 33924 FD parts	09/13/18	09/13/18	10/13/18	7.25.6276 - Wildlands Exp - Contingent	\$1,267.71	\$0.00	\$1,267.71	09/13/18	9324	ASCUC†	\$0.00
				INVOICE 091318G TOTALS:	\$1,267.71	\$0.00	\$1,267.71				\$0.00
				REESE'S TIRE & AUTOTIRE PROS TOTALS:	\$1,457.71	\$0.00	\$1,457.71				\$0.00
<b>VENDOR: 309 - PETE'S DIESEL SERVICE</b>											
091318A 961693 trash labor	09/13/18	09/13/18	09/13/18	2.52.6220 - Rep and Maint - Vehicles	\$340.00	\$0.00	\$340.00	09/13/18	9325	ASCUC†	\$0.00
				INVOICE 091318A TOTALS:	\$340.00	\$0.00	\$340.00				\$0.00
091318B 961693 trash parts	09/13/18	09/13/18	09/13/18	2.52.6220 - Rep and Maint - Vehicles	\$593.41	\$0.00	\$593.41	09/13/18	9325	ASCUC†	\$0.00
				INVOICE 091318B TOTALS:	\$593.41	\$0.00	\$593.41				\$0.00
				PETE'S DIESEL SERVICE TOTALS:	\$933.41	\$0.00	\$933.41				\$0.00
<b>VENDOR: 349 - ALERT</b>											
091318AA 18-1166 PD labor	09/13/18	09/13/18	10/13/18	1.13.6225 - Rep and Maint - Equipment	\$355.00	\$0.00	\$355.00	09/13/18	9326	ASCUC†	\$0.00
				INVOICE 091318AA TOTALS:	\$355.00	\$0.00	\$355.00				\$0.00
091318BB 18-1166 PD parts	09/13/18	09/13/18	10/13/18	1.13.6225 - Rep and Maint - Equipment	\$125.54	\$0.00	\$125.54	09/13/18	9326	ASCUC†	\$0.00
				INVOICE 091318BB TOTALS:	\$125.54	\$0.00	\$125.54				\$0.00
				ALERT TOTALS:	\$480.54	\$0.00	\$480.54				\$0.00



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Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Installation and A/C consultation, 1.18.6215 - R&M Building - Properties INVOICE 091318JSLABOR TOTALS:					\$85.00 \$85.00	\$0.00 \$0.00	\$85.00 \$85.00	09/13/18	9337	ASCUC†	\$0.00 \$0.00
091318JSP Thermostat lock box inStudio 1, Pro 09/13/18 1.18.6215 - R&M Building - Properties INVOICE 091318JSP TOTALS:	09/13/18	09/13/18	10/13/18		\$24.05 \$24.05	\$0.00 \$0.00	\$24.05 \$24.05	09/13/18	9337	ASCUC†	\$0.00 \$0.00
GARY SHAPIRO TOTALS:					\$109.05	\$0.00	\$109.05				\$0.00
VENDOR: 625 - YAVAPAI COUNTY EMERGENCY MGMT.											
092618D 91818-6 PD 09/26/18 1.13.6110 - Contract Services INVOICE 092618D TOTALS:	09/26/18	09/26/18	10/26/18		\$191.00 \$191.00	\$0.00 \$0.00	\$191.00 \$191.00	09/27/18	9366	ASCUC†	\$0.00 \$0.00
YAVAPAI COUNTY EMERGENCY MGMT. TOTALS:					\$191.00	\$0.00	\$191.00				\$0.00
VENDOR: 663 - TOWN OF JEROME											
091318MA1 R&E Sewer Bond Transfer Sept 2018 09/13/18 1.10.2999 - Suspense Account INVOICE 091318MA1 TOTALS:	09/13/18	09/13/18	09/13/18		\$455.00 \$455.00	\$0.00 \$0.00	\$455.00 \$455.00	09/13/18	9316	ASCUC†	\$0.00 \$0.00
091318MA2 P&I Sewer Bond Transfer Sept 2018 09/13/18 1.10.2999 - Suspense Account INVOICE 091318MA2 TOTALS:	09/13/18	09/13/18	09/13/18		\$2,050.00 \$2,050.00	\$0.00 \$0.00	\$2,050.00 \$2,050.00	09/13/18	9315	ASCUC†	\$0.00 \$0.00
TOWN OF JEROME TOTALS:					\$2,505.00	\$0.00	\$2,505.00				\$0.00
VENDOR: 685 - SALTUS TECHNOLOGIES, LLC											
092618F 1808-57 PD 1808-46 PD 09/26/18 1.13.6193 - Computer Hardware & Sen 1.13.6193 - Computer Hardware & Sen INVOICE 092618F TOTALS:	09/26/18	09/26/18	10/16/18		\$1,030.00 \$2,846.00 \$3,876.00	\$0.00 \$0.00 \$0.00	\$1,030.00 \$2,846.00 \$3,876.00	09/27/18	9367	ASCUC† ASCUC†	\$0.00 \$0.00 \$0.00
SALTUS TECHNOLOGIES, LLC TOTALS:					\$3,876.00	\$0.00	\$3,876.00				\$0.00
VENDOR: 725 - SC FUELS											
091318Y 46690, 9825 water 46690, 9825 sewer 46690, 9825 trash 46690, 9825 FD 09/13/18 2.50.6145 - Fuel 2.51.6145 - Fuel 2.52.6145 - Fuel 1.14.6145 - Fuel INVOICE 091318Y TOTALS:	09/13/18	09/13/18	09/28/18		\$64.68 \$64.68 \$363.49 \$35.89 \$528.74	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00	\$64.68 \$64.68 \$363.49 \$35.89 \$528.74	09/13/18	9330	ASCUC† ASCUC† ASCUC† ASCUC†	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00
192618V 46690, 0018708 water 46690, 0018708 sewer 09/26/18 2.50.6145 - Fuel 2.51.6145 - Fuel	09/26/18	09/26/18	10/11/18		\$82.33 \$82.34	\$0.00 \$0.00	\$82.33 \$82.34	09/27/18	9368	ASCUC† ASCUC†	\$0.00 \$0.00

AP Vendor Detail Ledger (Range of Posting Dates with Payment Detail)

Ledger as of: 9/1/2018 to 9/30/2018

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
46690, 0018708 trash		2.52.6145		Fuel	\$331.56	\$0.00	\$331.56	09/27/18	9368	ASCUC†	\$0.00
INVOICE 192618V TOTALS:											
					\$496.23	\$0.00	\$496.23				\$0.00
SC FUELS TOTALS:											
					\$1,024.97	\$0.00	\$1,024.97				\$0.00
VENDOR: 735 - FOUR-D LLC											
091318H 683 GG	09/13/18	09/13/18	10/13/18	Computer Hardware & Serv	\$375.00	\$0.00	\$375.00	09/13/18	9331	ASCUC†	\$0.00
INVOICE 091318H TOTALS:											
					\$375.00	\$0.00	\$375.00				\$0.00
FOUR-D LLC TOTALS:											
					\$375.00	\$0.00	\$375.00				\$0.00
VENDOR: 747 - TOWN OF JEROME PR											
092518MA1 Payroll Transfer Oct 2018	09/25/18	09/25/18	09/25/18	Suspense Account	\$90,000.00	\$0.00	\$90,000.00	09/25/18	9352	ASCUC†	\$0.00
INVOICE 092518MA1 TOTALS:											
					\$90,000.00	\$0.00	\$90,000.00				\$0.00
TOWN OF JEROME PR TOTALS:											
					\$90,000.00	\$0.00	\$90,000.00				\$0.00
VENDOR: 748 - SIMS MURRAY, LTD											
092618G 22491 GG	09/26/18	09/26/18	10/26/18	Legal Exp - Gen Gov	\$721.50	\$0.00	\$721.50	09/27/18	9369	ASCUC†	\$0.00
22491 PZ				Legal Exp - P&Z	\$429.00	\$0.00	\$429.00	09/27/18	9369	ASCUC†	\$0.00
22491 water				Legal Exp - Water	\$58.50	\$0.00	\$58.50	09/27/18	9369	ASCUC†	\$0.00
INVOICE 092618G TOTALS:											
					\$1,209.00	\$0.00	\$1,209.00				\$0.00
SIMS MURRAY, LTD TOTALS:											
					\$1,209.00	\$0.00	\$1,209.00				\$0.00
VENDOR: 793 - TOWN OF JEROME - UTILITIES											
TOJUTILITIES-26											
7002-01 Civic Center	09/05/18	09/05/18	10/05/18	Utilities	\$216.90	\$0.00	\$216.90	09/05/18	9306	ASCUC†	\$0.00
7015-01 Fire station				Utilities	\$137.56	\$0.00	\$137.56	09/05/18	9306	ASCUC†	\$0.00
7031-01 Library				Utilities	\$137.56	\$0.00	\$137.56	09/05/18	9306	ASCUC†	\$0.00
7054-01 Police station				Utilities	\$177.35	\$0.00	\$177.35	09/05/18	9306	ASCUC†	\$0.00
7060-01 Town yard				Utilities	\$137.56	\$0.00	\$137.56	09/05/18	9306	ASCUC†	\$0.00
INVOICE TOJUTILITIES-26 TOTALS:											
					\$806.93	\$0.00	\$806.93				\$0.00
TOWN OF JEROME - UTILITIES TOTALS:											
					\$806.93	\$0.00	\$806.93				\$0.00
VENDOR: 794 - BANKCARD CENTER TOJ											
091318BB											
Fuel, Sewer	09/13/18	09/13/18	10/13/18	Fuel	\$10.96	\$0.00	\$10.96	09/13/18	9339	ASCUC†	\$0.00
Fuel, Water				Fuel	\$10.96	\$0.00	\$10.96	09/13/18	9339	ASCUC†	\$0.00
Fuel, Prop				Fuel	\$10.95	\$0.00	\$10.95	09/13/18	9339	ASCUC†	\$0.00
Fuel, Parks				Fuel	\$10.95	\$0.00	\$10.95	09/13/18	9339	ASCUC†	\$0.00





AP Vendor Detail Ledger (Range of Posting Dates with Payment Detail)

Ledger as of: 9/1/2018 to 9/30/2018

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
092618K 1102647 PD	09/26/18	09/26/18	10/26/18	1.13.7020 - Operating Equipment	\$424.77	\$0.00	\$424.77	09/27/18	9371	ASCUC†	\$0.00
INVOICE 092618K TOTALS:					\$424.77	\$0.00	\$424.77				\$0.00
DIGITAL-ALLY TOTALS:					\$424.77	\$0.00	\$424.77				\$0.00
<b>VENDOR: 852 - INFINITY FIRE COMMUNICATIONS</b>											
091918E 18277 FD	09/19/18	09/19/18	10/19/18	1.14.6225 - Rep and Maint - Equipment	\$38.00	\$0.00	\$38.00	09/19/18	9348	ASCUC†	\$0.00
INVOICE 091918E TOTALS:					\$38.00	\$0.00	\$38.00				\$0.00
INFINITY FIRE COMMUNICATIONS TOTALS:					\$38.00	\$0.00	\$38.00				\$0.00
<b>VENDOR: 860 - VVMC OCCUPATIONAL MEDICINE</b>											
091318K 2049 FD	09/13/18	09/13/18	10/13/18	1.14.6180 - Medical Expenses	\$75.00	\$0.00	\$75.00	09/13/18	9333	ASCUC†	\$0.00
INVOICE 091318K TOTALS:					\$75.00	\$0.00	\$75.00				\$0.00
VVMC OCCUPATIONAL MEDICINE TOTALS:					\$75.00	\$0.00	\$75.00				\$0.00
<b>VENDOR: 866 - DEERE CREDIT, INC.</b>											
JDCF-29	09/19/18	09/19/18	10/19/18	1.18.8040 - Lease Payments	\$77.60	\$0.00	\$77.60	09/19/18	9349	ASCUC†	\$0.00
030-0064123-000, 2048450 prop				1.17.8040 - Lease Payments	\$77.60	\$0.00	\$77.60	09/19/18	9349	ASCUC†	\$0.00
030-0064123-000, 2048450 parks				2.50.8040 - Lease Payments	\$271.59	\$0.00	\$271.59	09/19/18	9349	ASCUC†	\$0.00
030-0064123-000, 2048450 water				2.51.8040 - Lease Payments	\$271.59	\$0.00	\$271.59	09/19/18	9349	ASCUC†	\$0.00
030-0064123-000, 2048450 sewer				3.30.8040 - Lease Payments	\$77.58	\$0.00	\$77.58	09/19/18	9349	ASCUC†	\$0.00
030-0064123-000, 2048450 HURF				INVOICE JDCF-29 TOTALS:	\$775.96	\$0.00	\$775.96				\$0.00
DEERE CREDIT, INC. TOTALS:					\$775.96	\$0.00	\$775.96				\$0.00
<b>VENDOR: 871 - NORTHERN AZ FIRE SERVICES</b>											
091318N 1026 FD parts	09/13/18	09/13/18	10/13/18	1.14.6220 - Rep and Maint - Vehicles	\$302.70	\$0.00	\$302.70	09/13/18	9334	ASCUC†	\$0.00
INVOICE 091318N TOTALS:					\$302.70	\$0.00	\$302.70				\$0.00
091318O 1026 FD labor	09/13/18	09/13/18	10/13/18	1.14.6220 - Rep and Maint - Vehicles	\$240.00	\$0.00	\$240.00	09/13/18	9334	ASCUC†	\$0.00
INVOICE 091318O TOTALS:					\$240.00	\$0.00	\$240.00				\$0.00
091318P 1027 FD labor	09/13/18	09/13/18	10/13/18	1.14.6220 - Rep and Maint - Vehicles	\$240.00	\$0.00	\$240.00	09/13/18	9334	ASCUC†	\$0.00
INVOICE 091318P TOTALS:					\$240.00	\$0.00	\$240.00				\$0.00
091318Q 1027 FD parts	09/13/18	09/13/18	10/13/18	1.14.6220 - Rep and Maint - Vehicles	\$322.72	\$0.00	\$322.72	09/13/18	9334	ASCUC†	\$0.00

AP Vendor Detail Ledger (Range of Posting Dates with Payment Detail)

Ledger as of: 9/1/2018 to 9/30/2018

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
<b>INVOICE 091318Q TOTALS:</b>											
					\$322.72	\$0.00	\$322.72				\$0.00
<b>NORTHERN AZ FIRE SERVICES TOTALS:</b>											
					\$1,105.42	\$0.00	\$1,105.42				\$0.00
<b>VENDOR: 876 - FRIENDS OF VERDERIVER</b>											
091318M	09/13/18	09/13/18	09/13/18	FVRG 71600 GG	\$500.00	\$0.00	\$500.00	09/13/18	9335	ASCUC†	\$0.00
				1.11.6125 - Dues, Subs & Membership:	\$500.00	\$0.00	\$500.00				\$0.00
<b>INVOICE 091318M TOTALS:</b>											
					\$500.00	\$0.00	\$500.00				\$0.00
<b>FRIENDS OF VERDERIVER TOTALS:</b>											
					\$500.00	\$0.00	\$500.00				\$0.00
<b>VENDOR: 914 - LIFE &amp; PROPERTY SAFETY, LLC</b>											
092618E	09/26/18	09/26/18	10/26/18	2531 prop	\$652.35	\$0.00	\$652.35	09/27/18	9372	ASCUC†	\$0.00
				1.18.6215 - R&M Building - Properties	\$652.35	\$0.00	\$652.35				\$0.00
<b>INVOICE 092618E TOTALS:</b>											
					\$652.35	\$0.00	\$652.35				\$0.00
<b>LIFE &amp; PROPERTY SAFETY, LLC TOTALS:</b>											
					\$652.35	\$0.00	\$652.35				\$0.00
<b>VENDOR: 931 - HUBBARD MERRELL ENGINEERING</b>											
091918F	09/19/18	09/19/18	09/19/18	2154 CDBG SSP	\$609.20	\$0.00	\$609.20	09/19/18	9350	ASCUC†	\$0.00
				5.40.6140 - Engineering Exp - Opr Grar	\$634.20	\$0.00	\$634.20				\$0.00
				5.40.6140 - Engineering Exp - Opr Grar	\$1,243.40	\$0.00	\$1,243.40				\$0.00
<b>INVOICE 091918F TOTALS:</b>											
					\$1,243.40	\$0.00	\$1,243.40				\$0.00
<b>HUBBARD MERRELL ENGINEERING TOTALS:</b>											
					\$1,243.40	\$0.00	\$1,243.40				\$0.00
<b>VENDOR: 936 - RED ROCK AUTO GLASS</b>											
091318C	09/13/18	09/13/18	10/13/18	889421 sewer labor	\$6.78	\$0.00	\$6.78	09/13/18	9336	ASCUC†	\$0.00
				889421 water labor	\$6.78	\$0.00	\$6.78				\$0.00
				889421 prop labor	\$6.77	\$0.00	\$6.77				\$0.00
				889421 parks labor	\$6.77	\$0.00	\$6.77				\$0.00
				889421 trash labor	\$6.78	\$0.00	\$6.78				\$0.00
				889421 HURF labor	\$6.77	\$0.00	\$6.77				\$0.00
<b>INVOICE 091318C TOTALS:</b>											
					\$40.65	\$0.00	\$40.65				\$0.00
<b>VENDOR: 936 - RED ROCK AUTO GLASS</b>											
091318D	09/13/18	09/13/18	10/13/18	889421 sewer parts	\$18.23	\$0.00	\$18.23	09/13/18	9336	ASCUC†	\$0.00
				889421 water parts	\$18.23	\$0.00	\$18.23				\$0.00
				889421 prop parts	\$18.22	\$0.00	\$18.22				\$0.00
				889421 parks parts	\$18.22	\$0.00	\$18.22				\$0.00
				889421 trash parts	\$18.23	\$0.00	\$18.23				\$0.00
<b>INVOICE 091318D TOTALS:</b>											
					\$73.11	\$0.00	\$73.11				\$0.00

\*V - Denotes Voided Check Entries

AP Vendor Detail Ledger (Range of Posting Dates with Payment Detail)

Ledger as of: 9/1/2018 to 9/30/2018

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
889421 HURF parts		3.30.6185		Miscellaneous	\$18.22	\$0.00	\$18.22	09/13/18	9336	ASCUC†	\$0.00
INVOICE 091318D TOTALS:					\$109.35	\$0.00	\$109.35				\$0.00
RED ROCK AUTO GLASS TOTALS:					\$150.00	\$0.00	\$150.00				\$0.00
<b>VENDOR: 942 - VALLEY FABRICATION, INC.</b>											
092618A 1088 prop	09/26/18	09/26/18	10/26/18	1.18.6215 - R&M Building - Properties	\$187.50	\$0.00	\$187.50	09/27/18	9373	ASCUC†	\$0.00
INVOICE 092618A TOTALS:					\$187.50	\$0.00	\$187.50				\$0.00
VALLEY FABRICATION, INC. TOTALS:					\$187.50	\$0.00	\$187.50				\$0.00
<b>VENDOR: 968 - PATRIOT DISPOSAL, INC.</b>											
090618G 0040, 2290 trash	09/06/18	09/06/18	10/06/18	2.52.6165 - Landfill Tipping Fees	\$1,720.40	\$0.00	\$1,720.40	09/06/18	9311	ASCUC†	\$0.00
INVOICE 090618G TOTALS:					\$1,720.40	\$0.00	\$1,720.40				\$0.00
PATRIOT DISPOSAL, INC. TOTALS:					\$1,720.40	\$0.00	\$1,720.40				\$0.00
<b>VENDOR: 974 - PURSELL LAW FIRM, PLLC</b>											
092618O Rowan J. Kickinghorse Rhodes CT Raymond Wirts CT	09/26/18	09/26/18	10/26/18	1.12.6110 - Contract Services	\$550.00	\$0.00	\$550.00	09/27/18	9374	ASCUC†	\$0.00
INVOICE 092618O TOTALS:					\$550.00	\$0.00	\$550.00				\$0.00
PURSELL LAW FIRM, PLLC TOTALS:					\$1,100.00	\$0.00	\$1,100.00				\$0.00
<b>VENDOR: 994 - PCM-G</b>											
CR-0000001 B09177810101 PD	09/13/18	09/13/18	09/28/18	1.13.6250 - Small Tools and Equipment	(\$1,158.73)	\$0.00	(\$1,158.73)	09/13/18		ASCUC†	\$0.00
INVOICE CR-0000001 TOTALS:					(\$1,158.73)	\$0.00	(\$1,158.73)				\$0.00
PCM-G TOTALS:					(\$1,158.73)	\$0.00	(\$1,158.73)				\$0.00
<b>VENDOR: 995 - MELANIE ATKIN</b>											
090618E mileage reimbursement GG	09/06/18	09/06/18	10/06/18	1.11.6275 - Travel	\$69.22	\$0.00	\$69.22	09/06/18	9312	ASCUC†	\$0.00
INVOICE 090618E TOTALS:					\$69.22	\$0.00	\$69.22				\$0.00
MELANIE ATKIN TOTALS:					\$69.22	\$0.00	\$69.22				\$0.00
<b>VENDOR: ONETIM - JOE LAZARO</b>											
ONETIM - JOE LAZARO TOTALS:					\$0.00	\$0.00	\$0.00				\$0.00

\*V - Denotes Voided Check Entries

AP Vendor Detail Ledger (Range of Posting Dates with Payment Detail)

Ledger as of : 9/1/2018 to 9/30/2018

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
091318T	09/13/18	09/13/18		3.30.6110 - Contract Services		\$0.00	\$1,500.00	09/13/18		ASCUC#	(\$1,500.00)
001 HURF				3.30.6110 - Contract Services	\$1,500.00	\$0.00	\$1,500.00	*V 09/13/18	9313	ASCUC#	\$0.00
				3.30.6110 - Contract Services		\$0.00	(\$1,500.00)	*V 09/13/18	9313	ASCUC#	\$1,500.00
				<b>INVOICE 091318T TOTALS:</b>	<b>\$1,500.00</b>	<b>\$0.00</b>	<b>\$1,500.00</b>				<b>\$0.00</b>
CR-0000007	09/13/18	09/13/18	10/13/18	3.30.6110 - Contract Services	(\$1,500.00)	\$0.00	(\$1,500.00)	09/13/18		ASCUC#	\$0.00
001 HURF				<b>INVOICE CR-0000007 TOTALS:</b>	<b>(\$1,500.00)</b>	<b>\$0.00</b>	<b>(\$1,500.00)</b>				<b>\$0.00</b>
				<b>JOE LAZARO TOTALS:</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>				<b>\$0.00</b>
				<b>LEDGER TOTALS:</b>	<b>\$160,891.04</b>	<b>\$0.00</b>	<b>\$160,891.04</b>				<b>\$0.00</b>

10/3/18  
12:18:43 PM

**Town of Jerome**  
**Balance Sheet**  
**As of 9/30/2018**  
**Fund: (1) General**

**Assets**

**Current Assets**

LGIP	\$1,613.50	
Petty Cash - General Gov	275.00	
Auto Lieu Taxes	5,060.37	
City Sales Taxes	170,473.51	
Franchise Fees	3,827.68	
GF Accounts Receivable	(2,360.20)	
Property Taxes	2,941.19	
Rents	(1,064.67)	
State Sales Taxes	7,110.05	
Court - Checking & Bond Acct	51,677.61	
Court - JCEF Acct	11,139.02	
Court - FTG Acct	4,779.06	
Urban Revenue Sharing	15,482.44	
Petty Cash - Fire Dept	150.00	
Petty Cash - Library	150.00	
NBA Checking	113,637.43	
OAZ Checking	118,582.40	
OAZ General Savings	392,497.58	
OAZ CTL Business Savings	5.00	
<b>Total Current Assets</b>		<b>\$895,976.97</b>

**Other Assets**

Due From Other Funds	\$1,608,802.57	
<b>Total Other Assets</b>		<b>1,608,802.57</b>

**Total Assets**

**\$2,504,779.54**

**Liabilities and Net Assets**

**Current Liabilities**

Accounts Payable	\$8,089.52	
Federal WH & FICA	(378.76)	
Arizona Withholding	51.47	
Unemployment Taxes	(736.13)	
AFLAC	(515.62)	
Health Insurance	13,460.21	
457G Retirement	43.46	
PSPRS	3,364.71	
Customer Deposits	6,647.22	
FD Per Call Payable	19,487.25	
Ganishments Payable	1,735.51	
HDHP Savings	87.95	
Wages Payable	12,916.03	
Due To Other Funds	1,794,098.56	
Court Liabilities	8,313.97	
Suspense Account	(5,883.76)	
<b>Total Current Liabilities</b>		<b>\$1,860,781.59</b>

**Total Liabilities**

**\$1,860,781.59**

**Net Assets**

Unrestricted Funds	731,614.28	
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10/3/18  
12:18:43 PM

**Town of Jerome**  
**Balance Sheet**  
**As of 9/30/2018**  
**Fund: (1) General**

Prior Period Adj - GF	56.13	
Current Year Net Assets	<u>(87,672.46)</u>	
<b>Total Net Assets</b>		<u>643,997.95</u>
<b>Total Liabilities and Net Assets</b>		<u><u>\$2,504,779.54</u></u>

10/3/18  
12:19:58 PM

**Town of Jerome**  
**Balance Sheet**  
**As of 9/30/2018**  
**Fund: (2) Utilities**

**Assets**

**Current Assets**

Allowance for Doubtful Accts	\$(15,000.00)	
Utilities A/R	66,782.55	
Bond Account	7,897.52	
Replacement & Extension Acct	61,600.54	
Series 2001 Bond Reserve Acct	30,039.31	
<b>Total Current Assets</b>		<b>\$151,319.92</b>

**Property, Plant & Equipment**

Buildings	\$2,166,541.66	
Operating Equipment	188,014.81	
Buildings	(1,275,163.43)	
Operating Equipment	(218,096.69)	
Infrastructure	1,399,746.06	
<b>Total Property, Plant &amp; Equipment</b>		<b>2,261,042.41</b>

**Other Assets**

Due From Other Funds	\$914,766.82	
<b>Total Other Assets</b>		<b>914,766.82</b>

**Total Assets**

**\$3,327,129.15**

**Liabilities and Net Assets**

**Current Liabilities**

Accounts Payable	\$11,898.39	
Federal WH & FICA	3,777.54	
Sales Tax Payable	1,154.67	
Customer Deposits	25,049.76	
Compensated Absences	1,136.15	
Bonds Payable	170,435.40	
Other Liabilities	12,414.44	
Due To Other Funds	863,860.26	
Accrued Payroll	2,152.93	
Accrued Interest Payable	3,834.79	
<b>Total Current Liabilities</b>		<b>\$1,095,714.33</b>
<b>Total Liabilities</b>		<b>\$1,095,714.33</b>

**Net Assets**

Unrestricted Fund Balance	(11,642.42)	
Unrestricted Fund Balance	801,692.16	
Unrestricted Fund Balance	(153,766.84)	
Unrestricted Fund Balance	1,551,108.75	
Current Year Net Assets	44,023.17	
<b>Total Net Assets</b>		<b>2,231,414.82</b>
<b>Total Liabilities and Net Assets</b>		<b>\$3,327,129.15</b>



10/3/18  
12:20:22 PM

**Town of Jerome**  
**Balance Sheet**  
**As of 9/30/2018**  
**Fund: (3) Road**

**Assets**

**Current Assets**

HURF Accounts Receivable	\$6,213.98	
OAZ HURF Savings	109,222.25	
<b>Total Current Assets</b>		<b>\$115,436.23</b>

**Other Assets**

Due From Other Funds	\$114,260.63	
<b>Total Other Assets</b>		<b>114,260.63</b>

<b>Total Assets</b>		<b>\$229,696.86</b>
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**Liabilities and Net Assets**

**Current Liabilities**

Accounts Payable	\$1,551.46	
Due To Other Funds	232,356.19	
Accrued Payroll	670.55	
<b>Total Current Liabilities</b>		<b>\$234,578.20</b>

<b>Total Liabilities</b>		<b>\$234,578.20</b>
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**Net Assets**

Unrestricted Fund Balance	(4,047.84)	
Current Year Net Assets	(833.50)	
<b>Total Net Assets</b>		<b>(4,881.34)</b>
<b>Total Liabilities and Net Assets</b>		<b>\$229,696.86</b>

10/3/18  
12:20:39 PM

**Town of Jerome**  
**Balance Sheet**  
**As of 9/30/2018**

Fund: (4) Firefighters Pension & Relief

**Assets**

**Current Assets**

Investments - Pension & Relief	\$132,070.80	
Total Current Assets		\$132,070.80

**Other Assets**

Due From Other Funds	\$46,963.98	
Total Other Assets		46,963.98

<b>Total Assets</b>		<b>\$179,034.78</b>
---------------------	--	---------------------

**Liabilities and Net Assets**

**Current Liabilities**

Due To Other Funds	\$20,639.26	
Total Current Liabilities		\$20,639.26

<b>Total Liabilities</b>		<b>\$20,639.26</b>
--------------------------	--	--------------------

**Net Assets**

Unrestricted Fund Balance	143,885.68	
Current Year Net Assets	14,509.84	

<b>Total Net Assets</b>		<b>158,395.52</b>
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<b>Total Liabilities and Net Assets</b>		<b>\$179,034.78</b>
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10/3/18  
12:20:51 PM

**Town of Jerome**  
**Balance Sheet**  
**As of 9/30/2018**

Fund: (5) Operating Grants

**Assets**

**Current Assets**

Opr Grants Receivable	\$153,508.77	
Inventory	17,813.06	
<b>Total Current Assets</b>		<b>\$171,321.83</b>

**Other Assets**

Due From Other Funds	\$376,502.74	
<b>Total Other Assets</b>		<b>376,502.74</b>

**Total Assets**

**\$547,824.57**

**Liabilities and Net Assets**

**Current Liabilities**

Due To Other Funds	\$339,008.64	
Deferred Revenue - Opr Grants	6,591.66	
Accounts Payable - Opr Grants	75,359.48	
<b>Total Current Liabilities</b>		<b>\$420,959.78</b>

**Total Liabilities**

**\$420,959.78**

**Net Assets**

Unrestricted Fund Balance	33,516.05	
Current Year Net Assets	93,348.74	
<b>Total Net Assets</b>		<b>126,864.79</b>
<b>Total Liabilities and Net Assets</b>		<b>\$547,824.57</b>

10/3/18  
12:21:02 PM

**Town of Jerome**  
**Balance Sheet**  
**As of 9/30/2018**

Fund: (6) Capital Grants

**Assets**

**Other Assets**

Due From Other Funds	\$113,342.96	
Total Other Assets		\$113,342.96
<b>Total Assets</b>		<b>\$113,342.96</b>

**Liabilities and Net Assets**

**Current Liabilities**

Deferred Revenue - Cap Grants	\$37,345.41	
Due To Other Funds	84,198.94	
Total Current Liabilities		\$121,544.35
<b>Total Liabilities</b>		<b>\$121,544.35</b>

**Net Assets**

Restricted Fund Balance	\$31,920.73	
Unrestricted Fund Balance	(35,183.20)	
Current Year Net Assets	(4,938.92)	
<b>Total Net Assets</b>		<b>(8,201.39)</b>
<b>Total Liabilities and Net Assets</b>		<b>\$113,342.96</b>

10/3/18  
12:21:28 PM

**Town of Jerome**  
**Balance Sheet**  
**As of 9/30/2018**

Fund: (7) GF Contingencies

**Assets**

**Current Assets**

Wildland Fees Receivable	\$29,152.52	
Total Current Assets		\$29,152.52

**Other Assets**

Due From Other Funds	\$182,332.88	
Total Other Assets		182,332.88

<b>Total Assets</b>		<b>\$211,485.40</b>
---------------------	--	---------------------

**Liabilities and Net Assets**

**Current Liabilities**

Due To Other Funds	\$54,935.17	
Accrued Payroll	8,883.71	
Total Current Liabilities		\$63,818.88

<b>Total Liabilities</b>		<b>\$63,818.88</b>
--------------------------	--	--------------------

**Net Assets**

Unrestricted Fund Balance	\$89,093.11	
Current Year Net Assets	58,573.41	
<b>Total Net Assets</b>		<b>147,666.52</b>
<b>Total Liabilities and Net Assets</b>		<b>\$211,485.40</b>

10/3/18  
12:21:54 PM

**Town of Jerome**  
**Balance Sheet**  
**As of 9/30/2018**  
**Fund: (9) Capital**

**Assets**

**Current Assets**

OAZ Capital Improvements	\$40,526.41	
<b>Total Current Assets</b>		<b>\$40,526.41</b>

**Other Assets**

Due From Other Funds	\$47,124.44	
<b>Total Other Assets</b>		<b>47,124.44</b>

<b>Total Assets</b>		<b>\$87,650.85</b>
---------------------	--	--------------------

**Liabilities and Net Assets**

**Current Liabilities**

Due To Other Funds	\$15,000.00	
<b>Total Current Liabilities</b>		<b>\$15,000.00</b>

<b>Total Liabilities</b>		<b>\$15,000.00</b>
--------------------------	--	--------------------

**Net Assets**

Unrestricted Fund Balance	\$43,112.86	
Current Year Net Assets	29,537.99	

<b>Total Net Assets</b>		<b>72,650.85</b>
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<b>Total Liabilities and Net Assets</b>		<b>\$87,650.85</b>
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For the meeting of October 9, 2018

## MONTHLY STAFF REPORT TO THE MAYOR AND COUNCIL

*Candace B. Gallagher, Town Manager/Clerk*

*I completed nine full years of service to the Town on October 5, 2018. As I begin my tenth year here, I want to take this opportunity to say THANK YOU to all those, past and present, who have supported and assisted me over the years ... staff, Council members and townsfolk alike. It has been an enjoyable ride, and the time has flown by. I look forward to continuing to serve the Town I love.*

I took several days of leave time over the past month. Here are some of my other activities:

- Met individually with each newly elected Councilmember to exchange information, and provided each with printed copies of Town Code, Zoning Ordinance, informational pamphlets from the League and Certificates of Election.
- Arranged and attended first meeting of task force regarding water and sewer rate structure.
- Completed insertion of photo and artwork credits in recently adopted General Plan, and transmitted final Plan to Yavapai County, as per statutory requirements.
- Updated online Town Code to include most recently adopted ordinance. Hard copies are available upon request.
- Finalized and submitted all required documents for USDA Rural Development grant awarded to the Town for replacement of windows at the Hotel Jerome.
- Completed and submitted online application to APS for participation in the Solar Communities Program, which would facilitate installation by APS of solar panels at our 300 Level Parking Lot. Jerome is now on a wait list for consideration in 2019.
- Attended first meeting of the Water and Sewer Rates Task Force. The second meeting is now being scheduled.
- Reviewed and approved several business license applications.
- Prepared Council meeting minutes and researched and prepared materials for Council meeting packets.
- Continued maintenance of Town of Jerome website ([www.jerome.az.gov](http://www.jerome.az.gov)) and Facebook page (<https://www.facebook.com/TownofJeromeAZ>)
- Continued to meet and/or speak individually with residents, businesspeople, contracted professionals, members of the governing body, and staff regarding various issues.
- Continued to field and respond to day-to-day issues requiring my attention.

Following are a water flows report and an accounting of sales tax revenues through August. As always, please feel free to contact me with any questions or concerns.

*Candace*

## WATER FLOWS REPORT

<u>Reading Date</u>	<u>WALNUT GPM</u>	<u>VERDE GPM</u>
5-Sept	71.3	238
12-Sept	56	
14-Sept	56.5	245
27-Sept	56.5	248
4-Oct	56.5	258
17-Oct	56.5	244
	New meter installed @ Verde	
25-Oct	56.5	230
7-Nov	56.5	
14-Nov	56.5	
21-Nov	66.4	240
22-Nov	56.5	235
5-Dec	56.5	
12-Dec/13-Dec	56.5	233
19-Dec	56.5	225
2-Jan	56.5	
	Allen, Copper Chief and Twin Left springs TURNED OUT	
16-Jan		104
23-Jan	56.5	95
	Allen, Copper Chief and Twin Left Springs TURNED BACK IN	
1-Feb		170
	Blowout Spring TURNED OUT	
8-Feb	56.5	165
20-Feb	56.5	195
2-Mar	56.5	200
7-Mar	52	195
	Blowout Spring TURNED IN	
9-Mar	61	208
14-Mar	56.5	205
22-Mar	56.5	205
28-Mar	53	200
24-Apr	56.5	210
25-Apr	52	208
9-May	48	208
16-May	48	205
	Level I water restrictions instated	
23-May	47.5	207
30-May	40	210
6-Jun	40	205
13-Jun	40	202
20-Jun	39	198
22-Jun	39	198
20-Jun	39	198
22-Jun	39	198
	Water restrictions increased to Level II	
11-Jul	39	200
17-Jul	43	204
	Water restrictions rolled back to Level I	
24-Jul	43.5	204
6-Aug	39.5	202
13-Aug	39.5	202
20-Aug	39	200
4-Sept	47	204
10-Sept	47	204
17-Sept	47	205
24-Sept	47	205
1-Oct	47	215



## WATER FLOWS REPORT

<u>Reading Date</u>	<u>WALNUT GPM</u>	<u>VERDE GPM</u>
5-Sept	71.3	238
12-Sept	56	
14-Sept	56.5	245
27-Sept	56.5	248
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13-Aug	39.5	202
20-Aug	39	200
4-Sept	47	204
10-Sept	47	204
17-Sept	47	205
24-Sept	47	205
1-Oct	47	215

TOWN OF JEROME, AZ  
CITY SALES TAXES PER ADOR ONLINE REPORTS  
SALES TAX REVENUES

	FYE 2019 BUDGET	FY2019 actual	Budget +/-	FYE 2018 actual	Compared to prior year +/-
July	79,800	72,844	(6,956)	77,679	(4,835)
August	75,200	76,404	1,204	73,212	3,192
September	66,500			64,776	
October	91,300			88,840	
November	106,500			103,657	
December	74,200			72,244	
January	90,200			87,849	
February	66,900			65,144	
March	84,900			82,620	
April	113,200			110,253	
May	109,100			106,209	
June	92,200			89,714	
<b>Total YTD</b>	<b>1,050,000</b>	<b>149,248</b>	<b>(5,752)</b>	<b>1,022,197</b>	<b>(1,643)</b>

**TOWN OF JEROME, AZ**  
 Comparison of Restaurant/Bar, Accommodation and Retail Sales Tax Revenues  
 FY2019 VS. FY2018

	RESTAURANTS/BARS (Bus Class 11)		ACCOMMODATION (Bus Class 44/144/325/344)		RETAIL (Bus Class 17)		
	FY2019 actual	FY2018 actual	FY2019 actual	FY2018 actual	FY2019 actual	FY2018 actual	+/-
July	26,851	29,424	11,874	10,707	26,056	25,679	377
August	38,048	30,418	9,666	11,798	21,251	23,198	(1,947)
September		26,606		9,669		22,172	
October		32,098		12,170		32,869	
November		40,133		16,706		37,328	
December		24,596		8,592		27,991	
January		32,808		11,539		31,525	
February		24,421		8,785		23,467	
March		32,029		11,855		29,455	
April		44,426		15,965		39,003	
May		40,828		15,947		38,828	
June		37,083		12,163		33,810	
<b>Total YTD</b>	<b>64,899</b>	<b>394,870</b>	<b>21,540</b>	<b>145,896</b>	<b>47,307</b>	<b>365,325</b>	<b>(1,570)</b>

**Added 1% Bed Tax**

	FY2019 actual	FY2018 actual
July	1,827	1,827
August	1,487	1,827
<b>TOTAL TO DATE</b>		

1,827  
1,487

- September
- October
- November
- December
- January
- February
- March
- April
- May
- June

# COURT REVENUE

2018-2019 TOWN REVENUE

June - May

	Gross	PD Equip Fund	NET to Town
June	\$ 4,493.11	\$ 146.62	\$ 4,346.49
July	\$ 6,149.24	\$ 200.99	\$ 5,948.25
August	\$ 5,913.36	\$ 145.35	\$ 5,768.01
Sept	\$ 7,913.54	\$ 273.74	\$ 7,639.80
October			
November			
December			
2018			
January			
February			
March			
April			
May			
<b>TOTAL</b>	<b>\$ 24,469.25</b>	<b>\$ 766.70</b>	<b>\$ 23,702.55</b>

**NOTE:**

Month noted in column reflects prior month revenue  
i.e., June column is money received in May

**Other Court Monies** (as of 9-30-2018)

JCEF	\$ 12,047.04
Fill the Gap	\$ 5,805.11
Court Enhancement Funds 2	\$ 48,863.97
Court Enhancement Funds 1	\$ 31,392.97 funds transferred to Court on 10-19-2017
2008-2011	\$ 958.77
Fare Money	
<b>TOTAL</b>	<b>\$ 99,067.86</b>

# CHARGES

Civil Traffic Criminal Criminal Traffic DUI

	Court Enhancement Fund				
	\$ 1,062.00	49	4	3	6
	\$ 1,459.49	53	6	3	2
	\$ 871.16	67	0	3	3
	\$ 1,909.71	56	9	1	7
<b>TOTAL</b>	<b>\$ 5,302.36</b>	<b>225</b>	<b>19</b>	<b>10</b>	<b>18</b>

**JEROME MUNICIPAL COURT  
CASH REPORT  
MONTH OF SEPTEMBER 2018**

**TOWN REVENUE**

TRAFFIC & CRIMINAL FINES	\$	6,760.78	
DEFENS DRIVING DIVERSION FEE			
ATTORNEY FEES REIMBURSEMENT	\$	200.00	
DEFAULT FEE	\$	510.42	
LOCAL COSTS / FEES CEF	\$	1,909.71	
OFFICER SAFETY EQUIPMENT - PD	\$	273.74	
DEFERRED PROSECUTION FEE	\$	-	
WARRANT FEE	\$	100.00	
LICENSE PLATE VIOLATION	\$	60.60	
OVER PAYMENT FORFEITED		\$8.00	
TOWN REVENUE PER AZTEC	\$	9,823.25	
LOCAL COSTS / COURT ENHANCEMENT FUND	\$	(1,909.71)	\$ 48,863.97
<b>TOTAL TOWN REVENUE</b>	<b>\$</b>	<b>7,913.54</b>	

**REMITTED DIRECTLY TO THE STATE BY COURT**

CLEAN ELECTION FUND (16-949D;16-954C)	\$	870.48
CRIMINAL JUSTICE ENHANCE FUND	\$	4,092.27
DNA STATE 3%	\$	157.15
FARE FEE SPECIAL COLLECTION	\$	56.61
FARE DELINQUENCY FEE	\$	42.33
FILL THE GAP 7%	\$	608.93
EXTRA DUI ASSESSMENT	\$	-
JUDICIAL COLLECTION ENHANCE FUND	\$	198.00
PUBLIC DEFENDER TRAINING FUND	\$	36.00
DUI ABATEMENT FUND	\$	-
MED SERV ENHANCE 11% (36-2219.01;23-116.0)	\$	1,131.52
2011 ADDTNL ASSMT-STATE TRSR	\$	547.63
PRISON CONSTRUCTION	\$	350.00
PROBATION SURCHARGE	\$	1,369.00
ADPS FORENSIC FUND	\$	364.97
VICTIMS RIGHTS ENFOR ASSMT FUND	\$	136.89
PUBLIC SAFETY EQUIPMENT FUND	\$	-
<b>TOTAL STATE REVENUE</b>	<b>\$</b>	<b>9,961.78</b>

**REMITTED DIRECTLY TO THE COUNTY BY COURT**

JAIL (INCARCERATION FEES)	\$	130.00
2011 ADDTNL ASSMT - CNTY TRSR	\$	68.41
<b>TOTAL</b>	<b>\$</b>	<b>198.41</b>

**LOCAL JCEF/ TIME PAYMENT ALLOCATION RECEIVED**

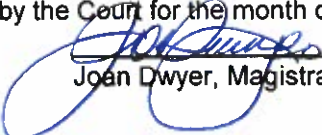
Total Funds Available \$ 12,047.04

<b>RESTITUTION</b>	<b>\$</b>	<b>100.00</b>
<b>OVERPAYMENT REFUNDED</b>	<b>\$</b>	<b>-</b>
<b>TOTAL RECEIPTED FOR THE MONTH</b>	<b>\$</b>	<b>20,209.44</b>

**BONDS**

	<b>TOTAL</b>	
Received During the Month	\$	596.00
Bonds Forfeited to Pay Fines	\$	596.00
Open Bonds	\$	-

I, Joan Dwyer, Magistrate for the Town of Jerome, do hereby certify that the foregoing is a true & accurate account of the funds collected by the Court for the month of SEPTEMBER, 2018

  
Joan Dwyer, Magistrate

# Detail

Date Printed: 10/03/2018



Page 1 of 2



Work Order #: 0000000050

Title: Sewer 9/18

Origin: Non-PM

Cost Center: SEWER

Priority: High

Problem: HISTORY

Originated: 09/06/2018

Expected:

Work Category: Improvement

Work requested:

Source Type: Location

WO Status: Assigned

Originator: SUPERVISOR SUPERVISOR

Project:

Work Type: Preventive Maintenance

Cause: HISTORY

Assigned: 09/06/2018 09:41:00 AM

Completed:

Sewer 9/18

III Sewer Checks

Leaks- SnakeLine (101 Juarez, Holly Ave )

Blue Stake 6th St.

Put cap on 2" line Behind Mohawk Staion

Action Taken:

Comments:

Total Labor Cost:	852.50	Total Labor Hours:	45.50
Total Part Cost:	0.00	Total Other Hours:	0.00
Equipment Usage Cost:	0.00		
Total Other Cost:	0.00		
External Labor \$:	0.00		
Non-inv \$:	171.91		
WO Cost:	1024.41	Total Hrs:	45.50
Est \$:	0.00	Est Hrs:	0.00

### Custom Fields

None

### Assigned To

Employee #	Name	Job Title	Phone	Email	Est Hrs	Company Name
1 1	SUPERVISOR SUPERVISOR	SUPERVISOR		m.boland@jerome.az.gov	0.00	

### Source

Name	Location #	Path	Site	Description
SEWER A	[N/A]	PUBLIC WORKS\P.W. WAREHOUSE\SEWER A	TOWN OF JEROME	SEWER PARTS & TOOLS

### Labor

Employee	Start Date	End Date	Hour(s)	OT	OT Cost Factor	Description
XANADLX TREVINO		09/07/2018 02:26:00 PM	1.50			Sewer- Checks
Troy Marsh		09/07/2018 02:26:00 PM	1.50			Sewer - Checks
LYLE KEITH		09/10/2018 10:51:00 AM	4.00			Check out Sewer leak on Juarez, Snake Line 101 Juarez
Troy Marsh		09/10/2018 10:51:00 AM	3.50			Snake Line 101 Juarez St.
Gary Allen		09/10/2018 10:51:00 AM	3.50			Snake Line 101 Juarez St.

# Detail

Date Printed 10/03/2018



MARTY BOLAND	09/11/2018 10:53:00 AM	3.00	Snake Line 101 Juarez St.
LYLE KEITH	09/11/2018 10:53:00 AM	6.00	Snake Line 101 Juarez St. / Snake line Holly Ave.
Troy Marsh	09/11/2018 10:53:00 AM	6.00	Snake Line 101 Juarez St. / Snake line Holly Ave.
Gary Allen	09/11/2018 10:53:00 AM	4.50	Snake Line 101 Juarez St. /Snake line Holly Ave.
MARTY BOLAND	09/12/2018 11:02:00 AM	1.00	Blue Stake 6th St.
LYLE KEITH	09/12/2018 11:02:00 AM	1.00	Blue Stake 6th St.
XANADLX TREVINO	09/12/2018 11:02:00 AM	1.00	Blue Stake 6th St.
MARTY BOLAND	09/14/2018 11:48:00 AM	1.00	Sewer Checks
XANADLX TREVINO	09/14/2018 11:48:00 AM	1.00	Sewer Checks
LYLE KEITH	09/21/2018 09:41:00 AM	2.00	Sewer- Sewer Checks ./ put a Cap on 2" behind Mohawk Staion
Gary Allen	09/21/2018 09:41:00 AM	2.00	Sewer- Sewer Checks ./ put a Cap on 2" behind Mohawk Staion
LYLE KEITH	09/28/2018 11:42:00 AM	1.50	Sewer- Checks
MARTY BOLAND	09/28/2018 11:43:00 AM	1.50	Sewer - Checks

## Parts

Part #	Name	Location	Quantity	Unit	Usage Type	Description
	1/8" X1/8" Plate		2.00		Dispatched	Steal for new Sewer Snake Holder (ace)
	Bulk Fasteners		4.00		Dispatched	Sewer Snake Parts (Ace)
	Bulk Fasteners		4.00		Dispatched	Sewer Snake Parts (Ace)
	Bulk Fasteners		4.00		Dispatched	Sewer Snake Parts (Ace)
	Bulk Fasteners		4.00		Dispatched	Sewer Snake Parts (Ace)
	100ft Sewer Snake		1.00		Dispatched	New Sewer Snake (Homedepot)

## Equipment Usage

None

## Tasks/Steps

None

## Documents

None

## Safety Programs

None

**Detail**

Date Printed: 10/03/2018



Page 1 of 3



Work Order #: 0000000049

Title: Water 9/18

Origin: Non-PM

Cost Center: WATER

Priority: High

Problem: HISTORY

Originated: 09/06/2018

Expected:

Work Category: Planned

Work requested:

Source Type: Location

WO Status: Assigned

Originator: SUPERVISOR SUBERVISOR

Project:

Work Type: Preventive Maintenance

Cause: HISTORY

Assigned: 09/06/2018 09:34:00 AM

Completed:

Water 9/18

IIII Regulator checks

III Water tank checks

Water meter route IIII

Blue stake ( UVX Rd., 6th St.,

Spring checks (W.N. 47.57 V.C. 205)

(W.N 47.57 V.C. 205)

(W.N 47.57 V.C 205)

(W.N. 47.57 V.C 205 METER 648530)

Exspose water line Clark St., back fill

Exspose water line County Rd, back fill

Water shut off notices

Clorine in water tanks Sunshine Hill

Hydrant tool pick up

Find water meter numbers that were wrong.

Action Taken:

Comments:

Total Labor Cost:	2315.00	Total Labor Hours:	128.00
Total Part Cost:	0.00	Total Other Hours:	0.00
Equipment Usage Cost	0.00		
Total Other Cost:	0.00		
External Labor \$:	0.00		
Non-inv \$:	38.30		



**Detail**

Date Printed: 10/03/2018



WO Cost: 2353.30 Total Hrs: 128.00  
 Est \$: 0.00 Est Hrs: 0.00

**Custom Fields**

None

**Assigned To**

Employee #	Name	Job Title	Phone	Email	Est Hrs	Company Name
1 1	SUPERVISOR SUBERVISOR	SUPERVISOR		m.boland@jerome.az.gov	0.00	

**Source**

Name	Location #	Path	Site	Description
WATER A	[N/A]	PUBLIC WORKSP.W. WAREHOUSE	WATER A	TOWN OF JEROME IN P.W. WAREHOUSE

**Labor**

Employee	Start Date	End Date	Hour(s)	OT	OT Cost Factor	Description
LYLE KEITH		09/05/2018 02:00:00 PM	2.50			Water - Regulator checks
Troy Marsh		09/05/2018 02:00:00 PM	1.50			Water - Regulator Checks
XANADLX TREVINO		09/05/2018 02:06:00 PM	2.00			Water - Regulator Check / Check Water Tanks
LYLE KEITH		09/06/2018 02:09:00 PM	5.50			Water - Check Meter on magnolia/ Rout 1 water meter
LYLE KEITH		09/07/2018 02:14:00 PM	1.50			Water - Blue stake line on UVX Rd. behind Nelly Bly
XANADLX TREVINO		09/07/2018 02:35:00 PM	1.00			Water - Check Springs WN 47.57 VC.205
LYLE KEITH		09/10/2018 11:13:00 AM	3.00			Water - Regulators
XANADLX TREVINO		09/10/2018 11:13:00 AM	1.00			Water - Check Flows W.N. 47.57 V.C. 205
Gary Allen		09/10/2018 11:13:00 AM	3.00			Water Regulators
MARTY BOLAND		09/12/2018 11:18:00 AM	2.00			Exspose water line Clark St.
LYLE KEITH		09/12/2018 11:18:00 AM	5.00			Blue stake 6th St./ Bring Cones and Johnda Stick to Clark St/ Hydent Testing with fire Department .
XANADLX TREVINO		09/12/2018 11:18:00 AM	3.00			Bring Cones and Johnda Stick to Clark St/ Hydent Testing with fire Department
Troy Marsh		09/12/2018 11:18:00 AM	6.00			Exspose Water line Clark St.
Gary Allen		09/12/2018 11:18:00 AM	6.00			Exspose Water line Clark St.
LYLE KEITH		09/13/2018 11:30:00 AM	8.00			Water - Meter / Hydrants Flow testing
XANADLX TREVINO		09/13/2018 11:30:00 AM	8.00			Water - Shut Off Notices -Grab Meter Reader / Take tools to Town hall/ Hydrant Testing
Troy Marsh		09/13/2018 11:30:00 AM	6.00			Water -shut off Notices/ Back fill Line on Clark St.
Gary Allen		09/13/2018 11:30:00 AM	1.50			Water - Learn Water Supply Routes and Regulator lactions.
LYLE KEITH		09/14/2018 11:38:00 AM	8.00			Water- finish Meter Rout./ Hydrant Test/ Check water tanks
XANADLX TREVINO		09/14/2018 11:38:00 AM	5.50			Hydrant Test / Drop off notices to Couty Rd. for hydrant water line.
Gary Allen		09/14/2018 11:38:00 AM	8.00			Water - Hydrant Test/ Check water tanks
LYLE KEITH		09/17/2018 09:11:00 AM	3.00			Water - Dig up valve on County Rd. Put new cover over it and bury it.
XANADLX TREVINO		09/17/2018 09:11:00 AM	3.00			Water - Check flows WN. 47.57 VC. 205./ Back fill water line County Rd./ Check water Tanks

# Detail

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MARTY BOLAND	09/17/2018 09:11:00 AM	3.00	Water - Dig up valve on County Rd. Put new cover over it and bury it.
LYLE KEITH	09/18/2018 09:19:00 AM	2.00	Water - DISCUSS Clark St. Regulator with Greg
MARTY BOLAND	09/18/2018 09:21:00 AM	3.00	Water - DISCUSS Clark St. Regulator with Greg
LYLE KEITH	09/19/2018 09:24:00 AM	2.50	Water - Put Clorine in tanks Sunshine Hill./ Lock lid and shut off Water Hampshire Ave./ Turn on water at Williams House the turn back off.
XANADLX TREVINO	09/19/2018 09:24:00 AM	1.00	Water - Run to Walnut and Verde for Clorine for Tanks
Troy Marsh	09/19/2018 09:24:00 AM	2.50	Water - Put Clorine in tanks Sunshine Hill./ Lock lid and shut off Water Hampshire Ave./ Turn on water at Williams House the turn back off.
LYLE KEITH	09/20/2018 09:31:00 AM	4.00	Water - Meter rout 3./ Water meter Leak East Ave.
XANADLX TREVINO	09/20/2018 09:31:00 AM	1.00	Water- Water meter Leak East Ave.
LYLE KEITH	09/21/2018 09:35:00 AM	2.00	Water - Regulator Checks
XANADLX TREVINO	09/21/2018 09:35:00 AM	1.50	Water - Regulator Checks ./ Walnut Drop off Bleach Bottle for Refil
LYLE KEITH	09/24/2018 10:33:00 AM	1.50	Water - Home Depot Run for hydrant tools
XANADLX TREVINO	09/24/2018 10:33:00 AM	1.50	Water - Check Flows WN 47.57; VC 205; meter 648530
LYLE KEITH	09/27/2018 11:35:00 AM	4.50	Water-Meter Rout, Figure out wrong #'s
LYLE KEITH	09/28/2018 11:38:00 AM	2.00	Water - Regulators Checks
XANADLX TREVINO	09/28/2018 11:38:00 AM	2.00	Water -Regualter Checks

## Parts

Part #	Name	Location	Quantity	Unit	Usage Type	Description
	Punch Kit/6 pc		1.00		Dispatched	hydrant tools (Home Depot)
	1/2 drive socket 5/8 & 15/16		2.00		Dispatched	hydrant tools (Home Depot)
	3/8 drive socket 3/4"		1.00		Dispatched	hydrant tools (Home Depot)
	Combo wrench 5/8"		1.00		Dispatched	hydrant tools (Home Depot)
	Combo wrench 15/16"		1.00		Dispatched	hydrant tools (Home Depot)
	Combo wrench 3/4"		1.00		Dispatched	hydrant tools (Home Depot)

## Equipment Usage

None

## Tasks/Steps

None

## Documents

None

## Safety Programs

None

## Detail

Date Printed: 10/03/2018



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Work Order #: 0000000048

Title: PW 9/18

Origin: Non-PM

Cost Center: PUBLIC WORKS

Priority: High

Problem: HISTORY

Originated: 09/06/2018

Expected:

Work Category: Planned

Work requested:

Source Type: Location

WO Status: Assigned

Originator: SUPERVISOR SUPERVISOR

Project:

Work Type: Preventive Maintenance

Cause: HISTORY

Assigned: 09/06/2018 09:29:00 AM

Completed:

PW 9/18

HURF- Weed Eat (89A, 1st., 2nd, 3rd, 4th, 5th, Town Hall Parking lot, and Clark St.)

Sandbags to Juarez St. Poured a yard of concrete into the flume ditch to smoothen it for cars.

Cut off and bury old line Beale St.

Dig out drain 5th St.

Pour and finish concrete aprons around drains by sliding jail

Remove sand bags and cones from Juarez St.

Clean out stormdrains

Trim bushes off of side walk on Hampshire

Fill in pot holes on County Rd.

Traffic control at Church

Take traffic signs to fire department guys working on 89A

Properties- Learn how to weld by doing Dumpster ears (Troy, Gary)

Wash out back of Garbage Truck

Clean trailer and dump truck

Mount signs bases at Spook Hall/ Haunted Hamburger

Place sign base at upper park steps

Put signs in holder Hill St. and Spook Hall

Change out ballast at Town Hall

Remove shelves and re-organize top shop

**Detail**

Date Printed: 10/03/2018



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Build benches / take one to Fire Station and mount It.

Re- move district signs upper park/Spook Hall

Fix lawn mower

Clean out Old Town Yard / Re-move Scrap Meatel

Put up district signs Flat Iron

**Parks- Raise Flag**

Measure Parade Steps and Haunted Hamburger / price them

**Weekly- Monday, Wednesday, Friday (Trash Route and Cardboard)**

Monday and Wednesday (Extra Trash)

Tuedays (Parks)

Thursday (Recycle)

**Action Taken:**

**Comments:**

<b>Total Labor Cost:</b>	3465.00	<b>Total Labor Hours:</b>	204.50
<b>Total Part Cost:</b>	0.00	<b>Total Other Hours:</b>	0.00
<b>Equipment Usage Cost:</b>	0.00		
<b>Total Other Cost:</b>	0.00		
<b>External Labor \$:</b>	0.00		
<b>Non-Inv \$:</b>	65.97		
<b>WO Cost:</b>	3530.97	<b>Total Hrs:</b>	204.50
<b>Est \$:</b>	0.00	<b>Est Hrs:</b>	0.00

**Custom Fields**

None

**Assigned To**

Employee #	Name	Job Title	Phone	Email	Est Hrs	Company Name
1 1	SUPERVISOR SUBERVISOR	SUPERVISOR		m.boland@jerome.az.gov	0.00	

**Source**

Name	Location #	Path	Site	Description
PUBLIC WORKS	[N/A]	PUBLIC WORKS	TOWN OF JEROME	PUBLIC WORKS - WAREHOUSE, MOTOR POOL, TOOLS, ETC.

**Labor**

Employee	Start Date	End Date	Hour(s)	OT	OT Cost Factor	Description
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# Detail

Date Printed: 10/03/2018



0000000048

LYLE KEITH	09/04/2018 11:15:00 AM	3.50	HURF - Weed eat 1st ave, Verde St, and 89A/ Clean Strom Drains / Fill sand Bags
XANADLX TREVINO	09/04/2018 11:15:00 AM	1.00	HURF- Pick up Sand Through away trash from Sand bags
Troy Marsh	09/04/2018 11:15:00 AM	2.00	HURF- Weed Eat 89A /Check Strom Drains / Fill Sand Bags
Gary Allen	09/04/2018 11:15:00 AM	0.50	HURF - Help fill Sand Bags
LYLE KEITH	09/05/2018 11:27:00 AM	4.50	HURF - Pour and finsh concrete Juarez St./ Check concrete on Juarez St.
Troy Marsh	09/05/2018 11:27:00 AM	2.00	HURF - Help With Concrete on Juarez St.
Gary Allen	09/05/2018 11:27:00 AM	6.00	HURF - Help With concrete on Juarez St. / Take Back Mixer/check concrete
MARTY BOLAND	09/05/2018 11:35:00 AM	2.50	Properties- Teach Troy how to Weld / Weld Dumpster ears on
Troy Marsh	09/05/2018 11:35:00 AM	2.50	Properties - Learn how to weld/ put ears on Dumpsters
LYLE KEITH	09/06/2018 12:35:00 PM	1.00	HURF- Check concrete Juarez St.
Troy Marsh	09/06/2018 12:35:00 PM	4.00	HURF- Weed Eat East Ave, Trim Bushes
Gary Allen	09/06/2018 12:35:00 PM	1.00	HURF- Check concrete Juarez St.
MARTY BOLAND	09/06/2018 12:40:00 PM	1.50	Properties - Weld Ears on Dumperst
Gary Allen	09/06/2018 12:40:00 PM	1.50	Properties - Weld Ears on Dumperst
LYLE KEITH	09/07/2018 12:44:00 PM	4.50	HURF - cut off & Bery Copper Line on Beale St./dig out Drain on 5th st. Pour and finish Concrete Drain/ Pick up cones and sand bags Juarez St.
Troy Marsh	09/07/2018 12:44:00 PM	4.50	HURF -Dig Storm Drain on 5th St/ Weed Eat east Ave, 89A
Gary Allen	09/07/2018 12:44:00 PM	2.50	HURf - Remove sand Bags and open Road./ Pour concrete
XANADLX TREVINO	09/07/2018 01:53:00 PM	1.50	HURF- Storm Drain Clean Out
LYLE KEITH	09/12/2018 10:27:00 AM	0.50	Park- Raise Flags
Gary Allen	09/11/2018 10:32:00 AM	0.50	Properties- Wash out back of Garbage Truck
Gary Allen	09/13/2018 10:43:00 AM	0.50	Properties- Clean Trailer and dump truck.
Troy Marsh	09/14/2018 11:53:00 AM	2.50	Hurf - Trim Bushes of of Side walk Hampshire./ Run to get Gator a Part at NAPA.
LYLE KEITH	09/17/2018 10:43:00 AM	3.50	PROPERTIES- Mount Signs at Spook Hall, and across from haunted hamburger
XANADLX TREVINO	09/17/2018 10:43:00 AM	3.50	PROPERTIES- Mount Signs at Spook Hall, and across from haunted hamburger
Troy Marsh	09/17/2018 10:43:00 AM	2.00	HURF - Fill in pot holes on County rd.
Gary Allen	09/17/2018 10:43:00 AM	2.00	HURF - Fill in pot holes on County rd.
LYLE KEITH	09/18/2018 10:53:00 AM	3.00	Properties - Place Sign bases in upper park on the stair case./ Place signs in sign holder on hill street.
XANADLX TREVINO	09/18/2018 10:53:00 AM	1.00	Properties- place bussness signs in sign holder on hill street.
Troy Marsh	09/18/2018 10:53:00 AM	2.50	Place Sign bases in upper park on the stair case. Place signs in holder by Spook Hall.

# Detail

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Gary Allen	09/18/2018 10:53:00 AM	2.50	Place Sign bases in upper park on the stair case. Place signs in holder by Spook Hall.
LYLE KEITH	09/19/2018 08:34:00 AM	4.00	Properties- Put benches together /Change out Ballest at Town Hall
Troy Marsh	09/19/2018 08:34:00 AM	3.50	Proerties - Put benches together /Change out Ballest at Town Hall
LYLE KEITH	09/20/2018 08:40:00 AM	5.00	Properties - Remove Distict Sign Upper Park //Put thte right ballest in Pand Z office/ help move around Top shop
XANADLX TREVINO	09/20/2018 08:40:00 AM	2.50	Properties - Remove District sign from Upper Park. / Move around Shelves and re organize Upper Shop.
Troy Marsh	09/20/2018 08:40:00 AM	8.00	HURF -Weed eat behind Town Hall, Trim bushes 89A to Holly Ave.
Gary Allen	09/20/2018 08:49:00 AM	4.50	Properties- pick up ballest./ Replace ballests Town Hall./ Help move around Upper Shop
LYLE KEITH	09/21/2018 08:55:00 AM	2.50	Properties- Clean and move around in upper Shop./ Clean out Old town Yard.
XANADLX TREVINO	09/21/2018 08:55:00 AM	4.00	Properties- Take a bench to Fire Station./ Work on Moving Stuff in Upper Shop./ help instal bench at Fire Station.
Troy Marsh	09/21/2018 08:55:00 AM	3.00	Properties - Help install bench at Fire Station./ Clean out Old Town Yard
Gary Allen	09/21/2018 08:55:00 AM	1.50	Properties- Move Shelves In Upper Shop
MARTY BOLAND	09/21/2018 09:05:00 AM	2.00	Properties - Drop off and install bench at Fire Station
LYLE KEITH	09/24/2018 10:18:00 AM	5.00	Properties - Pull out Districk sign./ Level up District Sign spook Hall./ Dig holes and pour concert./ Shop clean
XANADLX TREVINO	09/24/2018 10:18:00 AM	5.00	Properties- Pull out sign./ fix Spook Hall sign./ Finnish Shelves./ help lyle pack stuff he needs for new sign Base./ Move around top Shop.
Troy Marsh	09/24/2018 10:18:00 AM	3.00	Properties - Move the palet into Piles./ work on cleaning Old Town Yard.
Gary Allen	09/24/2018 10:18:00 AM	1.00	Properties- Dig Sign Holes./ Help Clean upper Shop
LYLE KEITH	09/25/2018 10:20:00 AM	4.50	Properties- Work on Lawn Mower/ Clean up Old Town Yard
Troy Marsh	09/25/2018 10:20:00 AM	5.00	Properties - Clean up Old Town Yard
Gary Allen	09/25/2018 10:20:00 AM	5.00	Properties- Clean Old Town Yard
LYLE KEITH	09/25/2018 10:32:00 AM	1.00	HURF - Traffic control @ Church
LYLE KEITH	09/26/2018 10:37:00 AM	4.50	Preorties - Set district signs in Concrete Flat iron Distric / Clean up Old Town Yard
XANADLX TREVINO	09/26/2018 10:37:00 AM	5.00	Properties- Clean and organize, brake down shelves Top Shop
Troy Marsh	09/26/2018 10:37:00 AM	6.50	Properties - Install Sign Flat iron Distric / Work on cleaning old Town Yard
Gary Allen	09/26/2018 10:37:00 AM	6.50	Properties- Install Distric sign frame / Disassemble Shelf top Shop/ Clean Old town Yard

**Detail**

Date Printed: 10/03/2018



LYLE KEITH	09/26/2018 10:57:00 AM	2.00	Parks- Measure Parade Steps and Price them
XANADLX TREVINO	09/26/2018 10:57:00 AM	0.50	HURF- Take signs down 89a to Fire Guys
LYLE KEITH	09/27/2018 11:02:00 AM	2.00	Properties - Clean up Old Town Yard / Distric Sign Flat Iron
XANADLX TREVINO	09/27/2018 11:02:00 AM	8.50	Properties - Top Shop Clean up and Move Shelve Around
Troy Marsh	09/27/2018 11:02:00 AM	6.00	Properties - Old Town Yard clean up
Gary Allen	09/27/2018 11:02:00 AM	5.00	Properties - Old Town Yard clean up
LYLE KEITH	09/27/2018 11:12:00 AM	1.50	Parks - Measure steps at Haunted Hamburger
MARTY BOLAND	09/28/2018 11:21:00 AM	2.00	Properties- Clean rock from behind wall Old Town Yard.
LYLE KEITH	09/28/2018 11:21:00 AM	3.00	Properties- Clean up Old Town Yard
XANADLX TREVINO	09/28/2018 11:21:00 AM	5.00	Properties - Used Skidsir to load Rock into Dump Truck./ Clean up Top Shop
Troy Marsh	09/28/2018 11:21:00 AM	3.00	Properties - Unload Truck of Scrap metal / clean Old Town Yard
Gary Allen	09/28/2018 11:21:00 AM	3.00	Properties - Clean old Town Yard

**Parts**

Part #	Name	Location	Quantity	Unit	Usage Type	Description
	Ballast		3.00		Dispatched	Town Hall light Ballest (ACE)
	Wood Chisels		1.00		Dispatched	chisels to fix sign Base (ACE)

**Equipment Usage**

None

**Tasks/Steps**

None

**Documents**

None

**Safety Programs**

None

The Library added 24 items during the month of September, 2 new users have been added for a total of 299 users,

The Stem Venture mini grant science kits have arrived, the Library received Go Pro action cameras. a SNAP Circuits electronic kit, a LEGO Pulleys and levers Kit and the brislebots robotics kit along with a beautiful Kiva Maple building set for the children's room.

Free children's books for giveaway will be arriving for the Fun with Math and Science program.

All of this is paid for with LSTA funds and supported by the Arizona State Library Archives and Public Records with Federal funds from the Institute of Museum and Library Services.

The County cataloging department is offering help with unresolved catalog issues.

Library staff met with Eric Peterson the NEW County cataloger and worked out the details for sending materials to the County, this will be free of charge to the Jerome Library.

The Library received a new UPC battery backup unit for our server and a good quality used color copier thanks to Jim Lowman from Yavapai County MIS.

The Community Art Program offered 7 classes in September with a total of 27 students and received donations of \$350.00 with an additional special donation of \$720 from the Danny Burris memorial fund.





Founded 1876  
Incorporated 1899

**TOWN OF JEROME, ARIZONA**  
POST OFFICE BOX 335, JEROME, ARIZONA 86331  
Barry Wolstencroft , Building Official  
Office: (928) 634-7943 Fax: (928) 634-0715 [b.wolstencroft@jerome.az.gov](mailto:b.wolstencroft@jerome.az.gov)

## SEPTEMBER 2018

- Several business license inspections.
- Finaled permit for solar panels at 621 Main Street.
- Multiple inspections for a remodel and addition at 120 Juarez St.
- Meetings with new owner and architect for future Clubhouse construction 123 Hill St.
- Issued interior remodel permit, bathroom at 707 Main Street.
- Electrical permit at 116 Fourth Street.
- Site inspection at 21 North Street and 874 Hampshire Ave. at the request of town council as far as structural condition and feasibility of rehabilitation.

Barry Wolstencroft, Building Inspector

# TOWN OF JEROME

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*Monthly Council Staff Report from the Deputy Clerk: October 3, 2018*

**This report covers the month of September 2018.**

- ❖ Prepared packets and posted for Council meetings.
- ❖ Continue with Retention and Records Destruction.
- ❖ Attended Design Review and Planning and Zoning meetings; took minutes and assisted Ms. Page with any questions.
- ❖ Balanced bank accounts daily.
- ❖ Performed Notary services throughout the month on several occasions.
- ❖ Ongoing work with tenants at the Civic Center regarding air conditioning. Gave one tenant magnetic covers for vents in studio 2 and had a lock box installed on the shared thermostat, it seems to have solved the problem.
- ❖ The benches and picnic tables have arrived that we purchased with the Yavapai-Apache Nation Grant. The Town Crew is putting them together and one bench has already been placed by the Fire Department.
- ❖ Covered the front window in the Utility Clerk's absence.

Thank you,

Joni Savage

Deputy Clerk



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**TOWN OF JEROME, ARIZONA**  
POST OFFICE BOX 335, JEROME, ARIZONA 86331  
(928) 634-7943 FAX (928) 634-0715

**SEPTEMBER 2018 STAFF REPORT**

From: Melanie Atkin, Accounting/HR Clerk [m.atkin@jerome.az.gov](mailto:m.atkin@jerome.az.gov)

To: The Mayor and Council

**Accounting Duties:**

- ❖ Processed the weekly imports, which accounts for A/R transactions made with checks, credit cards, and cash.
- ❖ Made the weekly bank deposits.
- ❖ Processed two payrolls through ADP, ran payroll reports, completed various ledgers with the report's information, and posted payroll into the general ledger.
- ❖ Made necessary monthly transfers for HURF, Admin Charges, and Water/Sewer/Trash.
- ❖ Ran monthly fund, departmental, and vendor reports.
- ❖ Created an September summary budget to actual report for General, Utility, and Road funds.

**H/R Duties:**

- ❖ Coordinated with our new AFLAC representative, Claudia Banks, to meet with all the departments. We have agreed to have a second open enrollment, beginning October 2018, due to problems with our prior representative and his incomplete enrollment period in June.



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(928) 634-7943 FAX (928) 634-0715

**October 2018** staff report for September activity respectfully submitted by Rosa Cays

**Utilities**

Current debt (45 days past due):

A total of 25 shut-off notices went out with this month's utility statements. Payments were made on all accounts except for two, which have been closed for some time, and accountholders no longer live in Jerome. One other account recently closed and has an outstanding balance due to no payment since June. This accountholder moved down the hill but still works in town.

Fourteen yellow tags were distributed; no water was shut off.

Balance owed on these accounts from September billing: \$8,463.21

Balance owed at end of September: \$3,242.96

A copy of the September AR Aging report is attached.

**Business Licenses**

Twelve business licenses were reissued in September; approximately 13 are in process. One new business license was issued to Mockingbird, a new retail shop on Main St., in the space once occupied by Yester Day's. Renewal reminders were sent out to 10 business owners whose licenses expired in September.

**Rentals**

All rents were paid for September, plus \$60 in late fees.

Charge Item Summary By User Type

ChargeItem	Future	Current	Age2	Age3	Age4	Age5	Balance
UserType: Commercial							
Credit	\$0.00	(\$165.84)	\$0.00	\$0.00	\$0.00	(\$1,499.53)	(\$1,665.37)
Water	\$0.00	\$5,002.11	\$750.62	\$340.47	\$0.00	\$270.39	\$6,363.59
Sewer	\$0.00	\$6,346.29	\$1,056.01	\$857.53	\$0.00	\$522.58	\$8,782.41
Trash	\$0.00	\$8,390.12	\$1,411.10	\$715.80	\$0.00	\$848.07	\$11,365.09
Tax	\$0.00	\$474.46	\$71.99	\$28.74	\$0.00	\$39.24	\$614.43
Misc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Late Fee	\$0.00	\$40.00	\$20.00	\$20.00	\$10.00	\$1,910.00	\$2,000.00
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UserType: Commercial (8)	\$0.00	\$20,087.14	\$3,309.72	\$1,962.54	\$10.00	\$2,090.75	\$27,460.15
Subtotal ---->	\$0.00	\$20,087.14	\$3,309.72	\$1,962.54	\$10.00	\$2,090.75	\$27,460.15
UserType: Residential							
Credit	\$0.00	(\$636.53)	(\$561.52)	(\$189.20)	\$0.00	(\$1,358.80)	(\$2,746.05)
Water	\$0.00	\$8,673.19	\$1,751.59	\$494.17	\$25.36	\$1,610.71	\$12,555.02
Sewer	\$0.00	\$7,905.62	\$1,840.95	\$494.89	\$11.33	\$2,750.25	\$13,003.04
Trash	\$0.00	\$6,323.99	\$1,369.28	\$399.25	\$17.34	\$1,536.67	\$9,646.53
Tax	\$0.00	\$833.20	\$162.80	\$46.40	\$2.50	\$247.04	\$1,291.94
Misc	\$0.00	\$15.00	\$0.00	\$0.00	\$0.00	\$63.55	\$78.55
Late Fee	\$0.00	\$180.00	\$110.00	\$40.00	\$20.00	\$5,324.35	\$5,674.35
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UserType: Residential (8)	\$0.00	\$23,294.47	\$4,673.10	\$1,285.51	\$76.53	\$10,173.77	\$39,503.38
Subtotal ---->	\$0.00	\$23,294.47	\$4,673.10	\$1,285.51	\$76.53	\$10,173.77	\$39,503.38
UserType: Municipal							
Credit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Water	\$0.00	\$169.69	\$0.00	\$0.00	\$0.00	\$0.00	\$169.69
Sewer	\$0.00	\$217.70	\$0.00	\$0.00	\$0.00	\$0.00	\$217.70
Trash	\$0.00	\$185.92	\$0.00	\$0.00	\$0.00	\$0.00	\$185.92
Tax	\$0.00	\$16.69	\$0.00	\$0.00	\$0.00	\$0.00	\$16.69
Misc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Late Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UserType: Municipal (8)	\$0.00	\$590.00	\$0.00	\$0.00	\$0.00	\$0.00	\$590.00
Subtotal ---->	\$0.00	\$590.00	\$0.00	\$0.00	\$0.00	\$0.00	\$590.00

Charge Item Summary By User Type

ChargeItem	Future	Current	Age2	Age3	Age4	Age5	Balance
UserType: Commercial							
Credit	\$0.00	\$0.00	(\$71.25)	\$0.00	\$0.00	\$0.00	(\$71.25)
Misc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Late Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Rent	\$0.00	\$6,478.06	\$0.00	\$0.00	\$0.00	\$347.36	\$6,825.42
Gas	\$0.00	\$21.77	\$0.00	\$0.00	\$0.00	\$0.00	\$21.77
Electric	\$0.00	\$280.77	\$0.00	\$0.00	\$0.00	\$0.00	\$280.77
Utilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UserType: Commercial (8)	\$0.00	\$6,780.60	(\$71.25)	\$0.00	\$0.00	\$347.36	\$7,056.71
Subtotal --->	\$0.00	\$6,780.60	(\$71.25)	\$0.00	\$0.00	\$347.36	\$7,056.71
UserType: Default							
Credit	\$0.00	\$0.00	(\$200.00)	\$0.00	\$0.00	(\$100.00)	(\$300.00)
Misc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UserType: Default (3)	\$0.00	\$0.00	(\$200.00)	\$0.00	\$0.00	(\$100.00)	(\$300.00)
Subtotal --->	\$0.00	\$0.00	(\$200.00)	\$0.00	\$0.00	(\$100.00)	(\$300.00)
Grand Total (35)	\$0.00	\$50,752.21	\$7,711.57	\$3,248.05	\$86.53	\$12,511.88	\$74,310.24
----->	\$0.00	\$50,752.21	\$7,711.57	\$3,248.05	\$86.53	\$12,511.88	\$74,310.24

Charge Item Summary

ChargeItem	Future	Current	Age2	Age3	Age4	Age5	Balance
Credit	\$0.00	(\$802.37)	(\$832.77)	(\$189.20)	\$0.00	(\$2,958.33)	(\$4,782.67)
Water	\$0.00	\$13,844.99	\$2,502.21	\$834.64	\$25.36	\$1,881.10	\$19,088.30
Sewer	\$0.00	\$14,469.61	\$2,896.96	\$1,352.42	\$11.33	\$3,272.83	\$22,003.15
Trash	\$0.00	\$14,900.03	\$2,780.38	\$1,115.05	\$17.34	\$2,384.74	\$21,197.54
Tax	\$0.00	\$1,324.35	\$234.79	\$75.14	\$2.50	\$286.28	\$1,923.06
Misc	\$0.00	\$15.00	\$0.00	\$0.00	\$0.00	\$63.55	\$78.55
Late Fee	\$0.00	\$220.00	\$130.00	\$60.00	\$30.00	\$7,234.35	\$7,674.35
Rent	\$0.00	\$6,478.06	\$0.00	\$0.00	\$0.00	\$347.36	\$6,825.42
Gas	\$0.00	\$21.77	\$0.00	\$0.00	\$0.00	\$0.00	\$21.77
Electric	\$0.00	\$280.77	\$0.00	\$0.00	\$0.00	\$0.00	\$280.77
Utilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Grand Total (12)	\$0.00	\$50,752.21	\$7,711.57	\$3,248.05	\$86.53	\$12,511.88	\$74,310.24

Customer Count = 381



# JEROME POLICE DEPARTMENT

ALLEN L. MUMA, CHIEF  
305 MAIN STREET  
POST OFFICE BOX 335  
JEROME, ARIZONA 86331  
(928) 634-8992  
FAX (928) 649-2776



October 4, 2018

TO: Honorable Mayor and Jerome Town Council

FROM: Allen Muma, Chief of Police

Attached please find the police activity reports for September 2018.

The August "Calls for Service" report contained a number of noise incidents surrounding Thunder Valley Rally, as well as an increase in medical response calls.

In September we saw events on virtually every weekend, from Art Walk to Thunder Valley Rally to VW Festival. In addition, I trained 8 members of the Jerome Fire Department on Technical Rope Rescue over the course of six days and received 24 hours of training myself in advance vehicle extrication skills. I also had to finish rebuilding the video camera storage system that I started in August all while being short handed due to Lt. San Felice taking PTO time off to assist in the hurricane relief effort in North Carolina where he was working for three weeks in September.

October brings us another month with events almost every weekend.

Respectfully,

Allen L. Muma  
Chief of Police



**Calls For Service Totals By Call Type**

09/01/2018 to 09/30/2018

<b>Call Type</b>	<b>Totals</b>
205 Trespass	1
247 Civil Problem	1
410 Criminal Damage	2
415A Neighbor Trouble	1
471 Fraud / Bad Checks	2
476 Animal Control Problem	1
487 Theft	1
500 Welfare Check	2
585 Traffic Hazard	2
647A Suspicious Person	1
647B Suspicious Vehicle	1
692 DUI	2
903 Follow-Up	13
908F Found Property	7
908L Lost or Stolen Property	6
918 Mentally Ill Person	1
AA Agency Assist	7
AAMB Assist Ambulance	1
ACPD Assist Clarkdale PD	9
ADPS Assist DPS	9
AF Assist Fire Department	7
AYCSO Assist YCSO	1
CA Citizen Assist	3
CO Call Out	1
CRT Court Appearance	1
DIS Disorderly Conduct	1
DSE Dundee Speed Enforcement	1
ES Escort Services	2
FF Family Fight	1
FP Foot Patrol	7
FPF Fingerprinting	1
HSE Hampshire Speed Enforcement	1
INFO Information	1
ME Medical Emergency	13
MEET Meeting	2
MISC Miscellaneous	1
NOISE Noise Complaint	5
NV Noise Violation / Town Code	2

**JEROME POLICE DEPARTMENT**  
**305 MAIN STREET**  
JEROME, AZ 86331  
(928) 634-8992

Date : 10/04/2018  
Page : 2  
Agency : JPD

**Calls For Service Totals By Call Type**

09/01/2018 to 09/30/2018

<b>Call Type</b>		<b>Totals</b>
OT	Oversize Truck	8
PARK	Parking Complaint	3
PARKV	Parking Violation	3
REC	Reckless Driver	1
SC	Security Check	25
SS	Suspicious Situation	2
T/S	Traffic Stop	94
TCD	Traffic Control Duties	3
TF	Trip & Fall / Slip & Fall	1
TO	Traffic Offense	6
TRN	Training	13
VCO	Violate Court Order	1
<b>Grand Total for all calls</b>		<b>281</b>



# Jerome Volunteer Fire Department

P.O. Box 1025 Jerome, AZ 86331 Tel. (928) 649-3034 Fax (928) 649-3039

E-mail: blair@jeromefire.us

## Fire Chief's Report

Month: September Year: 2018

Calls by Type	Number	Resident	Non-Resident
EMS	18	10	8
Residential Fire			
Commercial Fire			
Wildland			
Still Assignment	2	2	
Special Duty	24	15	9
Snake Removal	6	6	
Tech Rescue			
Rescue MVA	10		10
Hazmat Assignment	2	2	
Dispatch error			
<b>Total</b>	<b>62</b>	<b>35</b>	<b>27</b>
<b>Total Calls Chief on Scene</b>	<b>58</b>		
<b>Total JFD Meetings Chief Attended</b>	<b>7</b>		

Department Meetings and Drills	Number
Officer's Meeting	1
Work Session	1
Rope Drill	1
Drills	4

JVFD Hours Worked (No Salaried Hours Included in these totals)	Total Hours:
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Fire Chief Meetings	Date
Fire Marshalls meeting	9-10-18
Chief's Meeting	9-12-18
FEMA Successful Grant - SCBA Specs/Bid	9-13-18
Board of Supervisors meeting	9-19-18

Date	Activity	# of Personnel
9/4/2018	Officer's Meeting	5
9/6/2018	Business Meeting/Truck Checks	12
9/8/2018	Work Session	3
9/13/2018	SCBA / EMS	19
9/22/2018	Rope Systems	8
9/20/2018	Helicopter LZ Ops / EMS	17
9/27/2018	JFD Town Picnic	24

### **Education, Yavapai College Fall Semester:**

- Sean Bauer has begun attending classes at Yavapai College this Fall for his EMT. Keith Lazaro is in Hazmat class this semester.
- Rope Operations/Technician training provided by Allen Muma on September 14th, 15th and 16th as well as 21<sup>st</sup>, 22nd and 23rd. In attendance: Matt Poe, Keith Lazaro, Ian Haney, Lily Leonard, Kevin Will and Brandon Warner.
- State Fire School September 6<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup> and 9<sup>th</sup>. In attendance: James Paisano-Live Fire Training Intermediate. Keith Lazaro-Basic Firefighting. Sean Bauer-Pumps & Theory. Jay Kessner-Pumps & Theory. Funds provided by APS grant for \$1,000 covering housing and courses.

### **Department Affairs and On-going Projects**

- Our September 2018 call volume is down by 18 calls with 62 calls this month while September 2017's call volume was 80 calls. Our 2018 year to date call volume is still ahead of last year with 513 total calls run, compared with 445 calls YTD 2017. Our Fire Department personnel are performing their tasks in a professional manner with no injuries occurring.
- Jerome Fire Department's annual town picnic went well. A big thanks to the town council and the residents of Jerome for the support of the Jerome Volunteer Fire Department.
- Saturday, September 1<sup>st</sup>, Labor Day Weekend, our JFD wildland crew consisting of Engine Boss Bob Bouwman, Jasper Lanning and Chris Gonzalez returned from the Klondike fire in the Medford Oregon area. If you happen to see these brave men out and about in Jerome, please take a moment and thank them for their service! We certainly appreciate all that they do for our fire department. So far this season we have invoiced over \$87,000 with the truck bringing in over \$46,000. JFD invoices have been submitted and approved, we are still awaiting payment by state land. In addition, JFD was paid \$22,000 from the 2017 October statewide fires in California.
- The Chief completed 6 business license inspections in September.
- The Fire Chief helps direct the Adult Probation Department crews which are typically available to us on most Thursday mornings
- Our Fire Station is used by several groups throughout the year. Last month our fire station served as a meeting place for Yavapai County Probation, the Jerome Chamber of Commerce, the Yavapai County Fire Chiefs and NA.
- JFD was busy during the month of September with Labor Day weekend and Thunder Valley Rally the weekend of the 13<sup>th</sup>, 14<sup>th</sup>, and 15<sup>th</sup>. The weekend of the 20<sup>th</sup>, 21<sup>st</sup>, 22<sup>nd</sup> and 23<sup>rd</sup> was the AZ VW bus club rally who donates a significant amount of money to the JFD auxiliary. Rope rescue training also fell on the same dates as the Thunder Valley Rally and the AZ VW bus club rally.

### **Grants**

We are excited to announce that our FEMA grant request for \$439,000 towards a fire engine to replace our current E-112, a 1961 Ford Boardman engine and our request for new SCBA's has been approved! The Town of Jerome approved 5% of the \$439,000 (~\$20,000) as their share of the cost of the engine. We are looking to purchase an HME 4X4 short wheel base 1,500 gpm type 1 engine. Looking for delivery sometime in November. The Town of Jerome also approved 5% (\$4,500) of the funding of ~\$93,000 for our SCBA request. SCBA's are taken out of service after 15 years. We are on

year 13 for our SCBA tanks. We are looking to purchase AVON SCBAs through FDC emergency products. Note that we are ~\$30,000 below budgeted about in contingency.

We would like to Thank the Town of Jerome, Mayor, Town Manager and Council for helping to approve the matching funds.

Chief attended the Yavapai County Board of Supervisors regarding title 3 allocations and currently we are slated for \$15,000 from the county for Firewise activities.

**Prevention**

Visits to the burn pile totaled 63 loads of trimmings, slash and brush for a total of 274 combined Jerome citizen hours. Adding to those totals are 131 hours of fuels remediation for our Firewise crew and 26 combined hours for the Adult Probation crew.

Thank you to all Jerome residents and property owners who have helped in the creation of defensible space around their properties by removing dead and overgrown trees, brush and grasses.

Town Hall and JFD fire station were inspected by Life, Safety and Property for annual backflow preventers, alarm systems, and sprinkler systems inspection.

Chief attended the fire marshals meeting on Monday the 10<sup>th</sup> in Cottonwood.

**September Incidents**

Inci #	Date	Time	Day	Type of Call	Additional Info	# per
18-333	9/1/18	10:30:00 AM	Sat	Snake Removal & Relocation	3.5' Black tail Rattlesnake	2
18-334	9/1/18	7:00:00 PM	Sat	Special Duty Resident	B-111 back from Klondike	3
18-335	9/2/18	9:00:00 AM	Sun	Special Duty Resident	Put B-111 back into service	2
120	9/2/18	10:50:00 AM	Sun	EMS Resident	87 yof / sick person	7
18-336	9/3/18	8:00:00 PM	Mon	Special Duty Non-Resident	Assist JPD w/oversized truck	1
18-337	9/5/18	10:30:00 AM	Wed	Snake Removal & Relocation	3.5' Diamondback	2
121	9/6/18	1:29:00 PM	Thu	Snake Removal & Relocation	Nothing found	3
18-338	9/6/18	7:30:00 PM	Thu	EMS Resident	45 yof / burn on left hand	3
122	9/6/18	4:36:00 PM	Thu	MVA/Rescue Non-Resident	MVA Delta / Nothing Found	8
123	9/8/18	2:48:00 PM	Sat	MVA/Rescue Non-Resident	MC down, patient drove to JFD	5
124	9/8/18	4:50:00 PM	Sat	EMS Resident	78 yom / unknown medical	6
125	9/8/18	5:04:00 PM	Sat	MVA/Rescue Non-Resident	30 yom / Left arm injuries	7
126	9/8/18	7:30:00 PM	Sat	Snake Removal & Relocation	2.5' Diamondback	2

Inci #	Date	Time	Day	Type of Call	Additional Info	# per
127	9/9/18	8:16:00 AM	Sun	MVA/Rescue Non-Resident	55 yom / w/crash injuries	5
18-339	9/10/18	1:00:00 PM	Mon	Special Duty Non-Resident	Assist JPD w/oversized truck	4
18-340	9/10/18	4:00:00 PM	Mon	Snake Removal & Relocation	3.5' Diamondback	2
128	9/10/18	4:59:00 PM	Mon	EMS Non-Resident	15 yof / abdominal pain	8
129	9/11/18	11:17:00 AM	Tue	EMS Non-Resident	64 yof / fall & possible head injury	8
130	9/11/18	9:33:00 PM	Tue	EMS Non-Resident	30 yof / obvious death	8
131	9/12/18	12:21:00 AM	Wed	Special Duty Non-Resident	Removed blood from roadway	3
132	9/12/18	12:55:00 PM	Wed	MVA/Rescue Non-Resident	MVA / EMS 2 vehicle head-on 2 injuries	11
18-341	9/13/18	11:00:00 AM	Thu	Still Assignment Resident	Smell of gas inside structure	1
18-342	9/13/18	11:10:00 AM	Thu	Special Duty Resident	Removed a dead coyote from roadway	2
18-343	9/14/18	7:45:00 AM	Fri	Special Duty Resident	Removed a dead raccoon from roadway	2
18-344	9/14/18	7:50:00 AM	Fri	Special Duty Non-Resident	Assist JPD w/oversized truck	1
18-345	9/14/18	8:00:00 AM	Fri	Special Duty Resident	Station Manning Thunder Rally Station	8
18-346	9/15/18	8:00:00 AM	Sat	Special Duty Resident	Station Manning Thunder Rally Station	9
133	9/15/18	13:40:00 PM	Sat	MVA/Rescue Non-Resident	Motorcycle 2 occupants with injuries	9
134	9/15/18	14:40:00 PM	Sat	MVA/Rescue Non-Resident	ATV Rollover Camp Mingus	12
135	9/16/18	10:40:00 AM	Sun	MVA/Rescue Non-Resident	RV & Motorcycle 34yom/35yof injured	15
18-347	9/16/18	8:00:00 AM	Sun	Special Duty Resident	Station Staffing & Rope	8
18-348	9/17/18	8:00:00 AM	Mon	Special Duty Resident	AT-111 out of service for Maintenance	2
18-349	9/18/18	9:30:00 AM	Tue	Hazmat	Antifreeze washdown, overheated vehicle	2
18-350	9/18/18	10:00:00 AM	Tue	Special Duty Resident	AT-111 Back in service	3
18-351	9/18/18	15:00:00 PM	Tue	Special Duty Non-Resident	Assist Citizen w/disabled vehicle	2
18-352	9/18/18	15:30:00 PM	Tue	Special Duty Non-Resident	Assist Citizen w/disabled vehicle	2
136	9/18/18	17:30:00 PM	Tue	EMS Non-Resident	64 yom/ unknown medical	9
137	9/19/18	11:15:00 AM	Wed	Special Duty Non-Resident	Smoke plume	8
138	9/20/18	8:40:00 AM	Thu	EMS Resident	64 yof/ fall in street	8
18-353	9/21/18	8:00:00 AM	Fri	Special Duty Resident	Station staffing for VW event & Roping	11
139	9/21/18	9:58:00 AM	Fri	MVA/Rescue Non-Resident	Motorcycle down 52 yom w/injuries	14
18-354	9/21/18	15:00:00 PM	Fri	EMS Non-Resident	yof assault victim assist PD YCSO	3

Inci #	Date	Time	Day	Type of Call	Additional Info	# per
140	9/21/18	18:00:00 PM	Fri	EMS Non-Resident	32 yof w/unknown medical	6
18-355	9/22/18	8:00:00 AM	Sat	Special Duty Resident	Staffing & Rope	10
18-356	9/23/18	8:00:00 AM	Sun	Special Duty Resident	Staffing VW Event	9
141	9/23/18	18:42:00 PM	Sun	EMS Non-Resident	Female fell of MC Cancelled en route	7
142	9/24/18	14:58:00 PM	Mon	EMS Resident	75 yom fall w/injuries	4
18-357	9/24/18	16:00:00 PM	Mon	Snake Removal & Relocation	4' black tail rattlesnake	2
18-358	9/26/18	8:00:00 AM	Wed	Still Assignment Resident	Burned burn pile	3
18-359	9/26/18	13:30:00 PM	Wed	Special Duty Non-Resident	Assisted JPD w/vehicle blocking traffic	2
143	9/26/18	12:42:00 AM	Wed	EMS Resident	65 yom w/unknown medical	6
144	9/27/18	22:34:00 PM	Thu	EMS Resident	78 yom / unknown medical	7
18-360	9/27/18	12:00:00 PM	Thu	Special Duty Resident	Picnic Setup	6
18-361	9/27/18	9:00:00 AM	Thu	Hazmat	Gasoline Spill	2
18-362	9/28/18	11:30:00 AM	Fri	EMS Resident	72 yom w/injury	1
18-363	9/28/18	12:00:00 AM	Fri	Special Duty Non-Resident	Assist JPD w/oversized truck	2
18-364	9/28/18	22:00:00 PM	Fri	Special Duty Resident	Dead Deer Removal	2
145	9/28/18	21:24:00 PM	Fri	EMS Resident	69 yom shortness of breath	6
18-365	9/28/18	15:00:00 PM	Sat	Special Duty Resident	Water problem	1
146	9/29/18	1:44:00 AM	Sat	EMS Non-Resident	59 yom injuries fall on Parade steps	2
147	9/29/18	15:47:00 PM	Sat	MVA/Rescue Non-Resident	2 vehicles blocking lanes mutual aid	6
148	9/30/18	9:32:00 AM	Sun	EMS Resident	68 yom hemorrhage GI issues	10

## September Burn Pile Log

Date	Address	Adult Prob.	Firewise	# Loads	# crew	# Hrs.	Total Hrs
4-Sep	201 County Rd			3	2	1	2.0
5-Sep	UVX Apartments		x	1	2	1	2.0
6-Sep	North Dr/89A		x	1	2	1	2.0
6-Sep	819 Hampshire			5	3	8	24.0
6-Sep	648 Holly			2	1	3	6.0
10-Sep	SR 89A - Weed eating along roadway		x	1	2	3	6.0
11-Sep	SR 89A - Weed eating along roadway		x	1	2	3	6.0
11-Sep	SR 89A - Weed eating along roadway		x	1	2	3	6.0
12-Sep	219 Diaz			3	1	2	6.0
13-Sep	102 County Rd			2	2	2	4.0
12-Sep	1000 Perkinsville Rd - Burn Permit			1	2	8	16.0
13-Sep	1000 Perkinsville Rd - Burn Permit			1	2	8	16.0
14-Sep	Main Street - Weed eating		x	1	2	6	12.0
18-Sep	Perkinsville Rd		x	1	2	4	8.0

*Fire Chief's Report*

<b>Date</b>	<b>Address</b>	<b>Adult Prob.</b>	<b>Firewise</b>	<b># Loads</b>	<b># crew</b>	<b># Hrs.</b>	<b>Total Hrs.</b>
20-Sep	220 Diaz		x	1	3	6	18.0
20-Sep	101 Deception Ln			4	2	2	4.0
20-Sep	123 Juarez			2	2	2	4.0
20-Sep	Upper & Middle Parks - Town of Jerome			4	4	2	8.0
21-Sep	220 Diaz		x	3	2	4	8.0
22-Sep	200 County Rd			2	2	2	4.0
22-Sep	845 Gulch Rd			2	2	2	4.0
24-Sep			x	1	1	4	4.0
24-Sep	300 Bell Rd			4	2	6	12.0
24-Sep	748 East Ave			1	1	2	2.0
24-Sep	200 County Rd			2	2	2	4.0
25-Sep	Main Street - Weed eating		x	1	2	7	14.0
25-Sep	300 Bell Rd			4	3	3	9.0
25-Sep	Town of Jerome Parks			3	4	4	16.0
26-Sep	UVX Rd / Beale St - Burned the Burn Pile		x	1	3	6	18.0
26-Sep	SR 89A - Weed eating along roadway		x	1	3	4	12.0
27-Sep	Middle Park		x	1	3	5	15.0
27-Sep	228 Diaz			2	1	2	2.0
	<b>Totals</b>	<b>0</b>	<b>131</b>	<b>63</b>	<b>69</b>	<b>118</b>	<b>274.0</b>
<b>143.0</b>	<b>Jerome Citizen Hours</b>	<b>Adult Prob.</b>	<b>Firewise</b>	<b># Loads</b>	<b># crew</b>	<b># Hrs.</b>	<b>Total Hrs.</b>

Thank you for your continued support of the Jerome Fire Department, Rusty Blair, Chief JVFD.



# Town of Jerome

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Monthly Zoning Administrator Council Staff Report: October 9<sup>th</sup>, 2018

From: Charlotte Page, Acting Zoning Administrator

- **Planning and Zoning Commission:** On September 5, 2018, the Planning and Zoning commission met. They held public hearings regarding two drafts of Zoning Ordinance Changes.
  - Home Occupation, no public comments were given, the Board implemented minor changes. The final draft from P&Z will be reviewed at Council's October meeting.
  - Temporary Signs, no public comments were given, the Board implemented minor changes. The final draft from P&Z will be reviewed at Council's October meeting.
    - The final draft does not include changing 509.G.8.c which currently exempts temporary signs from permits, representing a conflict with the intent of the proposed text amendment. Zoning requests the conflict be resolved prior to implementing proposed changes about 'temporary signs' in the Ordinance.
  - Discussion on various changes to Zoning Ordinance
    - Definitions and Property Development Standards for Accessory Buildings; a lengthy discussion was held considering expanding the definition of Accessory Buildings, limiting overall height of future accessory buildings and not allowing specific types of use. This topic will be included in work session on Sept 13.
    - Certificates of No Effect, this discussion was short, the P&Z Commission considered if this is even pertinent or useful for Jerome. The topic will be included in work session Sept 13.
    - Article 1 Sections 104, 105 & 106, in regard to board member absence policy. Four absences would result in member vacating the board or commission post. Staff instructed to draft the changes for October meeting for review.
    - 509 Sign Ordinance – commission tabled review of additional changes to Sign Ordinance, to be discussed at the work session Sept. 13.
  - September 13 Work Session.
    - Accessory Buildings – staff to simplify the text, and present at October P&Z meeting for on-going review. Looking for standard sized garages, associate the footprint of an Accessory Building with the size of the Main Building. Revisions are in process and have been forwarded to legal staff for review.
    - Certificates of No Effect – staff was instructed to write a definition for CNE and a list of items that may be considered for CNE submission. The proposed addition to the Zoning Ordinance includes a description of a process for a public application, an approved list specifying what would be allowed by CNE and a proposed follow up for Zoning on CNE projects, if adopted. Also, a staff/public education handout has been drafted that demonstrates various paths for board approval or building permit issuance.
    - 509 Sign Ordinance, tabled for review at October P&Z meeting.

- **Design Review Board:** On September 10, 2018, the Design Review Board approved relocation of a business sign for BB's Boutique, replacement of decking material with Trex®, and a change of paint color on a remodel on Juarez.
  - **Discussion** of implementing the Solar Guidelines drafted in 2015 that was never adopted into the Zoning Ordinance, staff instructed to bring the document back to Council. It requires a P&Z review, , newspaper & public postings, public hearing and adoption by Council to adopt the Guidelines and amend the Ordinance to reference the Guidelines.
  - **Fire Safety of Jerome Clubhouse.** Recommendations of Building Inspector and Fire Chief were reviewed and approved as corrective action necessary for public safety.
  
- **Board of Adjustment:** No meeting in September.
  
- **Town Council: Update** for Conservation of Historic property.
  - Hampshire property owner was contacted and asked to get the roof repairs done and clean up the property. He responded promptly and indicated he is working toward re-roofing. No permits have been requested. Additional contact with owner is planned if no actions are evident by October 25, 2018.
  - North Ave., property owner was contacted, and says they are 'in process' of having a contractor assess the building to see if they will be able to consider a remodel, or if they will request demolition of the structure. The most recent phone call was October 1, and there was no indication of a time line, no requests for permits or applications for review have been received. Additional contact with owner is planned if no actions are evident by October 25, 2018.
  - Legal action is underway on the Magnolia clean up. A deadline for completion of November 15 is imposed to avoid charges.
  
- **Zoning Update:**
  - ❖ Zoning Change Petition – Hampshire property owners are in process of circulating a petition to request change of zoning from R1-5 to R-2.
    - Properties that have been identified begin at 21 North Ave. and include almost all the north west side of Hampshire, across from the High School down to the Historical Society's parking lot on Hampshire. In the middle of the group is one property that is currently zoned industrial. This owner is supporting the zoning change but does not want to change the status of his industrially zoned property.
    - The application for this zoning change has not yet been received.
    - All steps will be reviewed by town legal counsel.
  - ❖ Public Support
    - Several realtors & private parties requested information for a residential building site, recently listed for sale on 6<sup>th</sup> St. This vacant property is a non-conforming lot of record, required to meet set backs and parking for the R1-5 Zone. Town services are available, at this site.
    - APS was requested to inspect property on SR 89 A for safety, resulting in main power drop disconnected.
    - Agreement with Clubhouse owner to work in phases; safety required by building officials, CUP for current and any expanded residential occupation, approval of all plans by P&Z, and DRB prior to building permits.
    - Continued follow up on new or outstanding inquiries and unresolved issues (fencing unsafe site, specific sign requests, unpermitted deck, request for

shed on C-1 property, residential parking information, applications for CUP's)

❖ Site Visits

- Sign Photos – Mockingbird, Kelly House, BB's Boutique
- Building inspections for conservation of Historic Properties (North Ave, Magnolia, Hampshire, First St.)
- Business Inspections, Business License
  - Asylum
  - Million Dollar View
  - Pink Lady
  - Mountain Hair
  - Mockingbird
  - Lumber Company
  - Smokin Jerome
  - J Layer Art
- Building Inspections – open permits, possible development
  - Juarez remodel
  - 4 - 8 Wineworks
  - Clubhouse
  - East St., Boomtown project
  - 6<sup>th</sup> St vacant property

❖ Projects

- CUP Review, spreadsheet ongoing
  - Incorporating business CUP into Sign Project for historical record ease of retrieval, continued tracking
- CUP Documentation
  - Continue photographing all Spiritous Liquor Tasting Facilities, include in Sign Inventory file for support documentation to assist in future inspections
  - Document proposed floorplans from application files, for use in future business inspections
- Sign Inventory
  - Continue to photograph business signs throughout district in preparation for change in Temporary Sign Zoning Ordinance
  - Maintain a photo record of new signs (dated photos) and keep history available for review.



# TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331  
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## REGULAR MEETING OF THE TOWN OF JEROME PLANNING AND ZONING COMMISSION

DATE: Wednesday, August 1, 2018 TIME: 7:00 pm

PLACE: JEROME CIVIC CENTER  
 600 Clark St., JEROME, ARIZONA 86331

## MINUTES

Pursuant to A.R.S. 38-431.02, notice is hereby given to the members of the Planning & Zoning Commission and to the general public that the Planning & Zoning Commission will hold the above meeting in Council Chambers at Jerome Town Hall. Members of the Planning & Zoning Commission will attend either in person or by telephone, video or internet conferencing. The Planning & Zoning Commission may recess the public meeting and convene in Executive Session for the purpose of discussion or consultation for legal advice with the Town Attorney, who may participate telephonically, regarding any item listed on this agenda pursuant to A.R.S. § 38-431.03 (A)(3).

### ITEM 1: CALL TO ORDER/ROLL CALL

Vice Chair Schall called the meeting to order at 7:00 p.m.

Roll call was taken by Charlotte Page. Commission members present were, Vice Chair Lance Schall, Jane Moore, Henry Vincent and Scott Hudson. Chair Margie Hardie was absent.

Staff present were Charlotte Page, Interim Zoning Administrator, and Joni Savage, Deputy Clerk/Minute Taker.

### 7:01 ITEM 2: APPROVAL OF MINUTES: Minutes of July 11, 2018.

Vice Chair Schall asked if there were any comments about the minutes.

Ms. Moore stated that the minutes don't reflect any discussion.

Ms. Savage explained that the Council is doing their minutes this way. They are encouraging the boards and commission to do the same, however they do not have to. The Council is relying on the recordings and it was confirmed that they were available shortly after the meeting.

Ms. Moore said that a few people had told her the recordings were difficult to understand. She believes when there is important discussion a synopsis would be good. She referred to the Council meeting the prior evening; there were questions from Councilmembers in regard to the three-month check on Conditional Use Permits, the past Zoning Administrators didn't follow up and if there is a time-line for them to adhere to then they would perhaps follow up. Had that been reflected in the minutes then there may not have been a question from the Council. She also said, "When a commission member votes no, they are supposed to give a reason."

Vice Chair Schall said he would like a summarization and gave direction to staff.

Ms. Moore wanted to make one more comment: "Al Palmeri, the Town Clerk, used to do abbreviated minutes. If you wanted to go back and see what happened and what the concerns were from the public, it was very difficult to decipher, and those tapes have been destroyed. Sometimes it is nice to reflect the concerns from the public." In her experience these abbreviated minutes can be a problem.

#### Approve the Minutes of July 11, 2018.

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Hardie					x	
Hudson		x	x			
Moore	x		x			
Schall			x			
Vincent			x			

### 7:10 ITEM 3: PETITIONS FROM THE PUBLIC – There were no petitions from the public.

# TOWN OF JEROME

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**7:11 ITEM 4: ZONING ADMINISTRATOR REPORT – Public Hearing schedule for recommended Ordinance changes to 502.M Home Occupations and 509.G.8 Temporary Signs. Information regarding Council review of CUP(s) for R. Martin and Four Eight Wineworks.**

Ms. Page talked about public hearings scheduled at the next regular meeting, the first Wednesday in September, and the Conditional Use Permit's that had been passed by Council.

Ms. Moore asked why Cellar 433 wasn't done as well.

Ms. Page informed the Commission that the applicants were out of Town.

**13:00 ITEM 5: COUNCIL REQUEST FOR ORDINANCE CHANGE TO REMOVE REQUIREMENT FOR THREE AFFIRMATIVE VOTES TO PASS ANY MEASURE, AND CHANGE TO SIMPLE MAJORITY VOTE. THIS WILL APPLY TO PLANNING & ZONING COMMISSION, DESIGN REVIEW BOARD AND BOARD OF ADJUSTMENT.**

Vice Chair Schall clarified the item and asked for discussion.

Mr. Hudson suggested since we have strong boards, why don't we leave it the way it is.

Vice Chair Schall thought it had been safer the way it has been done.

Ms. Page believes that the Council votes by a majority.

Ms. Moore agrees with Vice Chair Schall. She had been in a Council meeting of three people and there was a two to one vote (Ms. Moore being the one no vote), and the outcome of that was being reported to the Attorney General. The Town attorney was present and said it was the majority, however Ms. Moore said it wasn't right, we continued with the meeting and ended up being reported to the Attorney General.

Mr. Vincent believes the three-vote rule has functioned well since the adoption and would like to see it remain the same. He doesn't want to go to simple majority. It is a cornerstone and he doesn't support changing it. There are too many unforeseen variables.

7:17 Suzy Mound, a resident agreed that it should not change to simple majority, it should be at least three.

Vice Chair Schall said, "Direction to staff is leave it alone."

Mr. Vincent asked if the other two boards would have a similar discussion?

Ms. Page explained that ordinances are changed by this Commission or by the Council themselves.

**7:19 ITEM 6: COUNCIL REQUEST FOR REVIEW OF POSSIBLE CHANGES TO SIGN ORDINANCE.**

Ms. Page explained that the temporary signs portion of the ordinance has been approved, however; there are parts in the ordinance that still need to be changed. She pointed them out to the Commission; under definition 7, 8, 14 and 19. She added that lighted signs had been previously reviewed but not adopted and mentioned additional information she had gotten about the lighted signs from Alvey Signs.

Vice Chair Schall suggested she continue with the changes. He also asked if we were going to do anything about the off-premise signs, does the ordinance say they have to be attached.

Ms. Page said she is not sure if it says that they have to be attached to the building and there is an exception for the district type signs.

The Commission discussed some of the illegal signs.

Vice Chair Schall asked what we should do as a Commission.

Ms. Page said we could break it down into a topic and work on the ordinance that way.

Vice Chair Schall said it appeared Ms. Pages changes were reasonable and directed staff to remove the fee and verbiage referring to realtors having to pay for their signs. He asked that she incorporate the changes and bring it back as a finished document and then the Commission can look at it again.

# TOWN OF JEROME

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## **7:29 ITEM 7: COUNCIL REQUEST FOR REVIEW OF POSSIBLE CHANGES TO ZONING ORDINANCE WITH REGARD TO ACCESSORY BUILDINGS.**

Vice Chair Schall inquired as to why this was on the agenda, did this come from Council.

Ms. Moore asked if this came from Mr. Dabney.

Ms. Page said she had asked Mayor Vander Horst if he thought this would be a good idea and he said she could work on this.

7:30 Hunter Bachrach, a member of the Town Council explained why this item was on the agenda. On Council we have a permit before us for a 25' tall accessory building. I think of an accessory building as a shed or a garage. We have a problem where this person can legally build a 25' tall building. Ms. Page looked at what Cottonwood and Clarkdale do and they're accessory buildings are at 15' and 16' respectively. They do this to keep giant buildings from being built on small lots.

7:32 Ms. Mound wanted to add that she agrees, an accessory building is supposed to be incidental to the property. A 25' tall accessory building could tower over the home.

7:33 Mr. Bachrach added in Camp Verde a 26' high building is fine on a two-acre lot, but not in Jerome.

Ms. Moore said in the building code there is a certain size you don't need a building permit for, she believes 120 square feet, but it doesn't say anything about height. She questioned the definition of an accessory building.

Vice Chair Schall suggested an accessory building of a two-story with an office and garage. It is big, but it is incidental in the use. We have some unique problems to Jerome with some of these requirements. An accessory building has to be 10 feet from the main house, which is reasonable, but what if it's already there?

Ms. Page explained it is legal non-conforming and at this time they could build on top of it making it 25 feet.

Mr. Vincent questioned the language where it says you can't put electricity into a garage.

Ms. Page explained she was talking about the 120 square foot shed, which does not require a permit. For a garage you would have to bring the power from your house.

7:40 Mr. Bachrach explained, "When you have ambiguous guidelines and then push it towards DRB you're setting us up for a big fight. This limitation on accessory buildings would help a lot. I was suggesting specific requirements."

Vice Chair Schall appreciates the input and he has no objection to doing something with this ordinance, however he feels we need to tread lightly. An accessory building for Jerome needs to be defined. He mentioned some people own three or four small lots. Technically the person who owns the house could easily build an entire house on a separate lot. The other way to get around it is make an addition attached to the house. There will be a way to get around it. He's not saying it's a bad idea, we should think about it and how we can make it work for Jerome. That's a good definition for Cottonwood, but here, in Jerome, insisting that an accessory building be in the back yard, it might not work here.

Mr. Vincent asked why 10' that could prevent the building of a garage it's as though you're adding an additional setback. In our neighborhood the lots are 30' wide and if you require 10' from the house, this language would preclude from constructing garages, at least in his neighborhood. He summarized these restrictions would prohibit him putting a garage on his lot.

Ms. Moore said there are variances for certain instances, she believes this requires some thinking. As far as height goes she had thought 12' high. She added 16' might dwarf the house next to them.

Mr. Vincent said 16' was fine with him.

Vice Chair Schall speculated that the most common way to get around this would be simply adding an addition to their home.

Mr. Vincent summarized, "Council's concern was height, so it would seem to me that some of this language could be stricken dealing with the issue of height, I think we're all ready to embrace that issue."

Ms. Moore suggested height of accessory buildings could be added to definitions and can be no more than a certain height, or a percentage of lot coverage and not in the front yard.

Ms. Page said the accessory building definition in the ordinance has nothing to do with height. (She read the definition.) However, there is a maximum building height in all of the zones. She believes that when you just change the definition, it

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feels hidden to her.

Vice Chair Schall referred to historical garages in Town that for example are level on School Street, but are higher than the house, he further explained the building is 12' tall from the School Street side, but if you go into the back yard the structure can be literally 30' tall.

Mr. Vincent cited other structures built that way and said again he supported a height restriction. He then asked how they could help Ms. Page.

Ms. Page responded, "Tell me what you want, downplay the verbiage and really focus on just height?"

Ms. Moore moved on to the section involving monuments and the height of a deck may not exceed 27' from the natural grade.

The Commission discussed both items and directed staff to remove the word Monuments in Section 502.1.2A and also to remove the proposed Section 2.B completely. In summary, they did not want to address monuments. There was confusion about the 27' height restriction.

Mr. Hudson asked if that included the railing.

Mr. Vincent asked if Ms. Page were asking them to change the ordinance regarding decks.

Ms. Moore interjected she had just noticed it and wondered why it said 27'.

Vice Chair Schall stated, "It's in the ordinance so why don't we just leave it alone for now." He still believes there is a specific deck ordinance and directed staff to find it for discussion at the next meeting.

Ms. Page summarized, "Remove monuments, discuss decks again and pare down the accessory building thing. Do you want to remove separate meters, separate address, you don't want that language?"

Mr. Vincent said, "I don't care, I just didn't understand it."

Vice Chair Schall said, "I'd keep that in there, we don't want to create other houses really."

Ms. Moore read the definition of a guest house and it includes the word accessory building. It shall not be used for income purposes.

Vice Chair Schall summarized, "It says I can build an extra bedroom, I just can't rent it."

They discussed the definition of a guest house within an accessory building further and directed staff to review all definitions for accessory.

## **8:07 ITEM 8: COUNCIL REQUEST FOR REVIEW OF ZONING ORDINANCE REGARDING CERTIFICATE OF NO EFFECT IN ORDER TO STREAMLINE SMALL PROJECTS.**

Ms. Page submitted the form the former Zoning Administrator, Kyle Dabney had prepared in regard to a Certificate of No Effect.

Vice Chair Schall said, "On this form, the first thing that catches my eye is 'Accessory Building' on the Certificate of No Effect, and that's probably not the term we should use. Accessory Building shall not have electricity or plumbing." I have no problem to use the form for a garden shed, but when it turns into a garage, it should come before P & Z. He continued, "The title 'Accessory Building' should be struck and add garden shed or storage shed and it should say less than 10' x 12" storage shed, with no utilities."

Mr. Vincent believes the ordinance should discuss or define the conditions that give rise to a situation where a Certificate of No Effect is appropriate. He believes the ordinance should discuss the scope of the certificate.

Vice Chair Schall pointed out verbiage of an accessory building of 200 square feet or less on the form and then directed staff to strike that and change it to less than 120 square feet.

The Commission discussed the 'Signs' portion and directed staff to put the sign portion into the ordinance. They discussed solar panels and decided it could stay on the Certificate of No Effect form. Vice Chair Schall said you could install them in an ugly way, but most people wouldn't do that, he believes state law written and we pretty much can't stop them.

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Vice Chair Schall said, "Even if an item is on this form the zoning administrator could still recommend it go before the Commission, and that language should be in there, it would be up to the discretion of the zoning administrator if they felt any project should go before the boards."

Mr. Vincent said, "I think this form should conform with the definition in the proposed ordinance, so you've probably got some form changes after we get the ordinance taken care of."

After further discussion the Commission directed staff to remove the Accessory Buildings, Signs and the section on Carports.

8:18 Ms. Mound said she understood streamlining the process, but at the same time it is relying on one person's perception and understanding. She doesn't see where the boards are that inundated with decision making. She doesn't feel this form is necessary.

Vice Chair Schall responded, "Point taken. I think what we're trying to accomplish is if we make it too difficult then it's not a matter of the inconvenience of the public, but if it is something trivial they won't come before any board, at all." He gave an example of repairing steps. "The risk is if it is so trivial, they will rip out the stairs and repair. We're trying to give them an easy way to do it and it would give us an opportunity to review simple repairs."

8:23 Councilmember Bachrach explained the necessity of this form, when there are simple maintenance needs, this form would be helpful to homeowners.

Ms. Moore said, "I think there are six things, if we crossed out signs and solar, that if they had better definitions. We don't want decks that are on a property line, so saying a rear patio or deck is okay, but if it's next to your neighbor's property you don't want that. As far as a rear yard fence with height restrictions, in-kind repair would be okay, but paint, you can't tell people what color they can use. I'm fine with these, but with better definitions."

They concluded that better definitions with guidelines would be more helpful. Also, maintenance issues should never come before this commission however, building permits and inspections are pertinent. They wanted to make sure that they had some control over decisions the zoning administrator made based on the history of zoning administrators of the past.

## ITEM 9: FUTURE AGENDA ITEMS

There were no future agenda items.

## ITEM 10: ADJOURN

**The meeting adjourned at 8:30 p.m.**

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Hardie					x	
Hudson			x			
Moore	x		x			
Schall			x			
Vincent		x	x			

*Approval on next page.*



# TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331  
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## REGULAR MEETING OF THE TOWN OF JEROME

### PLANNING AND ZONING COMMISSION

DATE: Monday, August 1, 2018 TIME: 7:00 pm

PLACE: JEROME CIVIC CENTER

600 Clark St., JEROME, ARIZONA 86331

Respectfully submitted by Joni Savage on September 5, 2018

Approved: Margie Hardie  
Planning & Zoning Commission Chair

Date: 9/5/18

Attest: J. Adams  
Planning & Zoning Commission Vice Chair

Date: 9/5/2018



# TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331  
 (928) 634-7943 FAX (928) 634-0715

## REGULAR MEETING OF THE TOWN OF JEROME DESIGN REVIEW BOARD

DATE: Monday, August 13, 2018 TIME: 7:00 pm

PLACE: **JEROME CIVIC CENTER**  
 600 Clark St., JEROME, ARIZONA 86331

## MINUTES

Pursuant to A.R.S. 38-431.02, notice is hereby given to the members of the Design Review Board and to the general public that the Design Review Board will hold the above meeting in Council Chambers at Jerome Town Hall. Members of the Design Review Board will attend either in person or by telephone, video or internet conferencing. The Design Review Board may recess the public meeting and convene in Executive Session for the purpose of discussion or consultation for legal advice with the Town Attorney, who may participate telephonically, regarding any item listed on this agenda pursuant to A.R.S. § 38-431.03 (A)(3).

### ITEM 1: CALL TO ORDER/ROLL CALL

Chair Brice Wood called the meeting to order at 7:00 p.m.

Charlotte Page called roll. Present were Chair Brice Wood, Vice Chair Danny Smith, Henry Vincent, Steve Pontious and John McDonald.

Staff present: Charlotte Page, Interim Zoning Administrator and Joni Savage, Deputy Clerk/Minute Taker.

### 7:02 ITEM 2: APPROVAL OF MINUTES: Minutes of July 9, 2018

COMMISSIONER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD	X		X			
SMITH			X			
PONTIOUS			X			
MCDONALD		X	X			
VINCENT			X			

### ITEM 3: PETITIONS FROM THE PUBLIC – There were no petitions from the public.

### 7:03 ITEM 4: ROOF MOUNTED TESLA SOLAR PANELS

APPLICANT: Don & Kathy Feher

Representative: Tim Willsey, Tesla Energy

ADDRESS: 701 Hull Rd.

ZONE: R1-5

OWNER OF RECORD: ABOVE

APN: 401-08-011A

The applicant is seeking approval for solar system to be mounted to the roof on the west and east facing roof of the residence.

The Commission discussed the draft of the Solar Guidelines. It was determined nothing further had been done with the draft after Al Sengstock, former Zoning Administrator, had left.

#### Approval of solar panel installation.

COMMISSIONER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD			X			
SMITH			X			
PONTIOUS		X	X			
MCDONALD	X		X			
VINCENT			X			

# TOWN OF JEROME

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## 7:12 ITEM 5: NEW BUSINESS SIGN RICKELDORIS CANDY

APPLICANT: Artis Rogue

ADDRESS: 405 Hull Ave.

OWNER OF RECORD: Richard Flagg

ZONE: C-1

APN: 401-06-020

The applicant is seeking approval for an additional sign to be wall mounted on the north-west wall of the building facing the public parking lot. The sign will be poly-metal substrate with vinyl graphics and is not utilizing lighting.

### Approval of new sign.

COMMISSIONER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD			X			
SMITH	X		X			
PONTIOUS			X			
MCDONALD		X	X			
VINCENT			X			

## 7:14 ITEM 6: NEW BUSINESS SIGN MOCKINGBIRD

APPLICANT: Tamara Penn Lee

ADDRESS: 509 Main St.

OWNER OF RECORD: Roberto Rabago

ZONE: C-1

APN: 401-06-089

The applicant seeks approval for a new business sign to be hung as a projecting sign from an existing wall mount at this location.

### Approval of new business sign.

COMMISSIONER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD	X		X			
SMITH		X	X			
PONTIOUS			X			
MCDONALD			X			
VINCENT			X			

## 7:15 ITEM 7: NEW METAL ROOF

APPLICANT: Mansel Mathews

ADDRESS: 593 Main St.

OWNER OF RECORD: Above

ZONE: C-1

APN: 401-10-007C

The applicant seeks approval to replace the roof of this residence.

### Approval of new metal roof.

COMMISSIONER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD			X			
SMITH			X			
PONTIOUS	X		X			
MCDONALD		X	X			
VINCENT			X			

## 7:17 ITEM 8: SIGNS – EXISTING

Chair Wood said he would like to address the issue of visual clutter at a later date.

# TOWN OF JEROME

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## 7:22 ITEM 9: FUTURE AGENDA ITEMS

John McDonald said he is interested in a discussion regarding dark skies.

Steve Pontious would like SHPO to come and give them a tutorial.

Henry Vincent updated the DRB on the last P & Z meeting and stated they had addressed some conceptual issues. Also, Council had proposed that the Commission would consider reducing the requirement of three votes on all three boards to simple majority, however all the commissioners felt strongly that the three-vote requirement be left as it is today.

## ITEM 10: ADJOURN

Adjourned at 7:29 p.m.

COMMISSIONER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD	X		X			
SMITH			X			
PONTIOUS			X			
MCDONALD			X			
VINCENT		X	X			

*Approval on next page.*

# TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331  
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## REGULAR MEETING OF THE TOWN OF JEROME DESIGN REVIEW BOARD

DATE: Monday, August 13, 2018 TIME: 7:00 pm  
PLACE: JEROME CIVIC CENTER  
600 Clark St., JEROME, ARIZONA 86331

## MINUTES

*Respectfully submitted by Joni Savage on September 10, 2018.*

Approved:  Date: 9-10-18  
Design Review Board Chair

Attest:  Date: 9-10-18  
Design Review Board Vice Chair



Founded 1876  
Incorporated 1899

# TOWN OF JEROME

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## DRAFT MINUTES

### REGULAR MEETING OF THE JEROME TOWN COUNCIL

#### JEROME CIVIC CENTER - 600 CLARK STREET - COUNCIL CHAMBERS

#### TUESDAY, SEPTEMBER 11, 2018, AT 7:00 P.M.

<b>ITEM #1:</b>	<p><b>CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE</b></p> <p>Mayor/Chairperson to call meeting to order.</p> <p style="padding-left: 20px;"><i>Mayor Frank Vander Horst called the meeting to order at 7:01 p.m.</i></p> <p>Town Clerk to call and record the roll.</p> <p style="padding-left: 20px;"><i>Town Manager/Clerk Candace Gallagher called the roll. Present were Mayor Vander Horst, Vice Mayor Jay Kinsella, and Councilmembers Hunter Bachrach, Alex Barber and Lew Currier.</i></p> <p style="padding-left: 20px;"><i>Other staff present were Joni Savage, Deputy Clerk, Melanie Atkin, Accounting Clerk, and Charlotte Page, Acting Zoning Administrator.</i></p> <p>Mayor or Mayor's designee to lead the Pledge of Allegiance.</p> <p style="padding-left: 20px;"><i>Melanie Atkin led the pledge.</i></p>																																										
<b>ITEM #2</b> 7:04	<p><b>FINANCIAL REPORTS</b></p> <p>Budget to Actual reports, vendor ledger and balance sheet for August 2018</p> <p style="text-align: center;"><b>Approval of Financial Reports</b></p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="text-align: left;">COUNCILMEMBER</th> <th style="text-align: center;">MOVED</th> <th style="text-align: center;">SECONDED</th> <th style="text-align: center;">AYE</th> <th style="text-align: center;">NAY</th> <th style="text-align: center;">ABSENT</th> <th style="text-align: center;">ABSTAIN</th> </tr> </thead> <tbody> <tr> <td>BACHRACH</td> <td></td> <td></td> <td style="text-align: center;">X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>BARBER</td> <td></td> <td></td> <td style="text-align: center;">X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>CURRIER</td> <td></td> <td style="text-align: center;">X</td> <td style="text-align: center;">X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>KINSELLA</td> <td style="text-align: center;">X</td> <td></td> <td style="text-align: center;">X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>VANDER HORST</td> <td></td> <td></td> <td style="text-align: center;">X</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BACHRACH			X				BARBER			X				CURRIER		X	X				KINSELLA	X		X				VANDER HORST			X			
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<b>ITEM #3:</b> 7:05	<p><b>STAFF AND COUNCIL REPORTS</b></p> <p>Written staff reports by the Town Manager/Clerk, Deputy Town Clerk, Utilities Clerk, Accounting Clerk, Public Works Department, Building Inspector, Library, Municipal Court, Police Chief, and Fire Chief, and verbal reports from Council members.</p> <p style="padding-left: 20px;"><i>Ms. Gallagher gave highlights from her staff report.</i></p> <p style="padding-left: 20px;"><i>Councilmember Currier asked questions regarding Spectrum Healthcare's visit and proposed space at Town Hall for a Community Healthcare Center.</i></p> <p style="padding-left: 20px;"><i>Mayor Vander Horst explained the short-term concept where citizens could have a self-health clinic. He then requested Dr. Jack Dillenberg to approach the dais.</i></p> <p style="padding-left: 20px;"><i>7:08 Dr. Dillenberg explained Spectrum Health and Stewart Integrated Health's involvement. It would start as a self-health clinic, one day a week.</i></p> <p style="padding-left: 20px;"><i>Ms. Gallagher added that these are just ideas. Any plans would come before Council before implementation.</i></p> <p style="padding-left: 20px;"><i>7:14 Councilmember Barber asked for highlights regarding the Intergovernmental Meeting attended by Ms. Gallagher, Mayor Vander Horst and Councilmember Bachrach.</i></p> <p style="padding-left: 20px;"><i>7:16 Mayor Vander Horst mentioned a presentation by Northern Arizona Healthcare, and information regarding the "Big Chino Project," which would cause a 3% reduction in the flow of the Verde River. Councilmember Bachrach added his input. The Mayor has sent a letter requesting that the impact of the project on the Verde River be studied.</i></p> <p style="text-align: center;"><b>Acceptance of Staff Reports</b></p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="text-align: left;">COUNCILMEMBER</th> <th style="text-align: center;">MOVED</th> <th style="text-align: center;">SECONDED</th> <th style="text-align: center;">AYE</th> <th style="text-align: center;">NAY</th> <th style="text-align: center;">ABSENT</th> <th style="text-align: center;">ABSTAIN</th> </tr> </thead> <tbody> <tr> <td>BACHRACH</td> <td></td> <td style="text-align: center;">X</td> <td style="text-align: center;">X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>BARBER</td> <td></td> <td></td> <td style="text-align: center;">X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>CURRIER</td> <td></td> <td></td> <td style="text-align: center;">X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>KINSELLA</td> <td style="text-align: center;">X</td> <td></td> <td style="text-align: center;">X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>VANDER HORST</td> <td></td> <td></td> <td style="text-align: center;">X</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BACHRACH		X	X				BARBER			X				CURRIER			X				KINSELLA	X		X				VANDER HORST			X			
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<b>ITEM #4:</b> 7:24	<p><b>PLANNING AND ZONING AND DESIGN REVIEW MINUTES/ RECOMMENDATIONS/ZONING ADMINISTRATOR'S REPORT</b></p> <p>Minutes are provided for the information of Council and do not require action.</p> <p style="padding-left: 20px;"><i>Ms. Page read from her report and answered questions from Council.</i></p>																																										

**Jerome Town Hall Located at 600 Clark Street, Jerome Civic Center**

<p>ITEM #5: 7:37</p>	<p><b>PETITIONS FROM THE PUBLIC</b> - There were no petitions from the public.</p>																																																																																																																														
<p>ITEM #6: 7:37</p>	<p><b>PRESENTATIONS</b></p> <p><b>LIFETIME ACHIEVEMENT AWARD – ANNE BASSETT</b></p> <p>Council will award a Certificate of Lifetime Achievement to Anne Bassett, recognizing her years of service and dedication to the Town of Jerome as a Councilmember, Board member and artist.</p> <p><b>Motion to approve award to Anne Bassett</b></p> <table border="1" data-bbox="422 472 1329 593"> <thead> <tr> <th>COUNCILMEMBER</th> <th>MOVED</th> <th>SECONDED</th> <th>AYE</th> <th>NAY</th> <th>ABSENT</th> <th>ABSTAIN</th> </tr> </thead> <tbody> <tr> <td>BACHRACH</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>BARBER</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>CURRIER</td> <td></td> <td>X</td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>KINSELLA</td> <td>X</td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>VANDER HORST</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>The framed certificate and a gift card to Mount Hope Foods was accepted by Nancy Driver on behalf of Anne Bassett.</p>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BACHRACH			X				BARBER			X				CURRIER		X	X				KINSELLA	X		X				VANDER HORST			X																																																																																							
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<p>ITEM #7: 7:39</p>	<p><b>CONSENT AGENDA</b></p> <p>The following items are considered to be routine and non-controversial by the Council and will be approved by one motion. There will be no separate discussion of these items unless a Council member so requests, in which case the item will be removed from the Consent Agenda and considered in normal sequence on the Agenda.</p> <p>Mayor Vander Horst explained that the first two items under A. would need to be pulled because Vice Mayor Kinsella wasn't in attendance. Also, Councilmember Currier asked that B. be pulled for discussion.</p> <p><b>A. Council Meeting Minutes:</b></p> <ul style="list-style-type: none"> <li>• August 14, 2018 regular meeting</li> <li>• August 21, 2018 regular meeting continued</li> <li>• July 3, 2018 special meeting</li> <li>• June 20, 2018 special meeting</li> <li>• June 6, 2018 special meeting</li> </ul> <p><b>B. Agreement for Participation in the Yavapai County Educational Technology Consortium</b></p> <p>This agreement will allow the Town to participate in shared and enhanced educational technology opportunities among community colleges, school districts, and charter schools located in Yavapai County.</p> <p><b>Approval of minutes from July 3, June 6 and June 20, 2018.</b></p> <table border="1" data-bbox="422 1252 1329 1373"> <thead> <tr> <th>COUNCILMEMBER</th> <th>MOVED</th> <th>SECONDED</th> <th>AYE</th> <th>NAY</th> <th>ABSENT</th> <th>ABSTAIN</th> </tr> </thead> <tbody> <tr> <td>BACHRACH</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>BARBER</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>CURRIER</td> <td></td> <td>X</td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>KINSELLA</td> <td>X</td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>VANDER HORST</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p><b>Approval of minutes from August 14 and August 21, 2018.</b></p> <table border="1" data-bbox="422 1442 1329 1563"> <thead> <tr> <th>COUNCILMEMBER</th> <th>MOVED</th> <th>SECONDED</th> <th>AYE</th> <th>NAY</th> <th>ABSENT</th> <th>ABSTAIN</th> </tr> </thead> <tbody> <tr> <td>BACHRACH</td> <td>X</td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>BARBER</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>CURRIER</td> <td></td> <td>X</td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>KINSELLA</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>VANDER HORST</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>Following an explanation by Mayor Vander Horst:</p> <p><b>Approval of agreement for participation in the consortium.</b></p> <table border="1" data-bbox="422 1666 1329 1787"> <thead> <tr> <th>COUNCILMEMBER</th> <th>MOVED</th> <th>SECONDED</th> <th>AYE</th> <th>NAY</th> <th>ABSENT</th> <th>ABSTAIN</th> </tr> </thead> <tbody> <tr> <td>BACHRACH</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>BARBER</td> <td></td> <td>X</td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>CURRIER</td> <td>X</td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>KINSELLA</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>VANDER HORST</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BACHRACH			X				BARBER			X				CURRIER		X	X				KINSELLA	X		X				VANDER HORST			X				COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BACHRACH	X		X				BARBER			X				CURRIER		X	X				KINSELLA						X	VANDER HORST			X				COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BACHRACH			X				BARBER		X	X				CURRIER	X		X				KINSELLA			X				VANDER HORST			X			
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ITEM #8:	<b>ORDINANCES</b>																																										
7:43	<p><b>ITEM #8A: SECOND READING AND POSSIBLE ADOPTION: ORDINANCE NO. 440, AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING SECTION 2-4-1, "REGULAR MEETINGS," OF THE JEROME TOWN CODE REGARDING AVAILABILITY OF COUNCIL MEETING PACKETS</b></p> <p>Council may conduct the second reading of, and may adopt, Ordinance No. 440, amending Section 2-4-1 of the Town Code to provide that preliminary meeting packets for regular Council meetings will be available on the Town website on the Thursday prior to the meeting date, and that the agenda may be revised up until 24 hours prior to the meeting.</p> <p><i>Mayor Vander Horst noted that nothing would ever be added to an agenda without the Mayor's approval, and any agenda item can be tabled at the meeting.</i></p> <p><i>Ms. Gallagher explained that this arose because a member of the public pointed out that packets were not being provided in accordance with the timeline stipulated in the Town Code (the Tuesday prior to the meeting.) They are provided on the Thursday prior, which has been the practice since before she began working here nine years ago. This ordinance will bring the Code into conformance with the longstanding practice. She added that it is State law that agendas must be posted at least 24 hours prior to the meeting.</i></p> <p><i>7:51 Councilmember-elect Sage Harvey spoke to oppose the ordinance.</i></p> <p><i>7:52 Resident Suzy Mound spoke to oppose the ordinance and added that she would like to continue to have the agenda packet emailed to her rather than simply posted on the internet.</i></p> <p><i>Councilmember Currier, Vice Mayor Kinsella and Councilmember Bachrach each spoke in favor of the ordinance.</i></p> <p style="text-align: center;"><b>Approval to amend Section 2-4-1 in the Town Code.</b></p> <table border="1" data-bbox="422 958 1332 1086"> <thead> <tr> <th>COUNCILMEMBER</th> <th>MOVED</th> <th>SECONDED</th> <th>AYE</th> <th>NAY</th> <th>ABSENT</th> <th>ABSTAIN</th> </tr> </thead> <tbody> <tr> <td>BACHRACH</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>BARBER</td> <td></td> <td></td> <td></td> <td>X</td> <td></td> <td></td> </tr> <tr> <td>CURRIER</td> <td></td> <td>X</td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>KINSELLA</td> <td>X</td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>VANDER HORST</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BACHRACH			X				BARBER				X			CURRIER		X	X				KINSELLA	X		X				VANDER HORST			X			
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7:58	<p><b>ITEM #8B: FIRST READING: ORDINANCE NO. 441, AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING CHAPTER 9, "GARBAGE," OF THE JEROME TOWN CODE</b></p> <p>Council may conduct the first reading of Ordinance No. 441, amending the Town Code regarding garbage collection. The Ordinance would provide that a maximum of three 40-lb. cans (or the equivalent) will be collected, require that all garbage be bagged, prohibit the disposal in garbage of dead animals, move fees from the Code to a Resolution, and eliminate certain redundancies.</p> <p><i>Mayor Vander Horst read Ordinance 441 in title only.</i></p> <p><i>Members of the Council made comments about this ordinance and its necessity.</i></p>																																										
ITEM #9:	<b>UNFINISHED BUSINESS</b>																																										
8:04	<p><b>ITEM #9A: REVIEW OF EXPENDITURES TO DATE BY JEROME HISTORICAL SOCIETY ON SLIDING JAIL AREA</b></p> <p>Council will review expenditures to date by the Jerome Historical Society in connection with the Sliding Jail area, in light of the Development Agreement entered into with the JHS.</p> <p><i>Ms. Gallagher had received information from the Historical Society showing that what they have spent to date totals \$35,069. The accounting did not include any labor costs, as all of the labor was performed by volunteers.</i></p> <p><i>This was discussed at some length, wherein it was stated that, if the Town had done this work, the cost would have been much greater, possibly over \$400,000.</i></p> <p><i>It was suggested by Ms. Barber that Vice Mayor Kinsella should leave the dais due to a conflict of interest. Mr. Currier agreed, and asked Mr. Kinsella to speak from the floor as a representative of the Historical Society in order to answer questions from Council.</i></p> <p><i>Vice Mayor Kinsella left the dais at that time, and spoke from the floor to explain in great detail the costs associated with the project and the volunteer labor involved, and to provide information about the proposed slot drain. He answered questions from the Council.</i></p> <p><i>Councilmember Currier and Councilmember Bachrach commended the Historical Society for all that they have done and Mr. Bachrach asked Mr. Kinsella to convey to the Society his thanks and deep appreciation.</i></p>																																										
8:24	<p><b>ITEM #9B: PARKING KIOSKS</b></p> <p>Council will review information and pricing regarding parking kiosks for the Middle parking lot area, and may approve the purchase of same.</p>																																										



Ms. Gallagher spoke about the quotations she received on solar kiosks. Two quotes were received after soliciting several firms. They were approximately \$8,100 and \$8,800 per kiosk, respectively.

Council discussed the matter at some length. Councilmember Barber said that individuals who pay for utilities in Jerome should not have to pay to park.

Mayor Vander Horst opened the topic to the public and asked the two recently-elected officials present to state their views.

8:34 Sage Harvey, a newly-elected Councilmember, stated that she did not like the idea, and doesn't think a kiosk belongs in Jerome, however she understands the need. She agreed with Councilmember Barber that you should not have to pay if you pay a water bill here.

8:35 Jack Dillenberg, a newly-elected Councilmember, expressed support for the concept, noting that our visitors should have to pay for the needs of this community. He added that he doesn't think that businesses will be hurt by this.

8:37 Susan Small, an employee in Jerome, said that she feels it is discriminatory to have paid parking in only that area, and that it would create a hardship for the businesses there. She also stated that this item was not on the agenda until the last day.

Mayor Vander Horst asked Ms. Gallagher when this was put on the agenda.

Ms. Gallagher responded that it was on the agenda last Thursday.

8:38 Marty Smith, a Jerome business owner, said that he appreciates diversification and spoke about parking kiosks in Sedona. He talked about the agenda and 24-hour prior notification. He also talked about selling spare parts at the Town Yard to generate income.

8:43 Eric Jurisin, a Jerome business owner, said he is not against this, and doesn't think it would put him out of business. He believes infrastructure should pay for itself. He added that he believes metering water usage should be first.

8:48 Mansel Matthews, a Jerome resident, said that he is against this but sees the benefits. He added that we should "get rid of our parking ordinance" and that there should be "paid parking everywhere."

Mayor Vander Horst closed the public comments.

The Council continued discussion.

Mayor Vander Horst gave **direction to staff** to put together a group of citizens, business owners (that are residents) and Council members to look further into this.

ITEM #10:

**NEW BUSINESS**

9:04

**ITEM #10A: RESOLUTION NO. 574, A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, DECLARING AND ADOPTING THE RESULTS OF THE PRIMARY ELECTION HELD ON AUGUST 28, 2018**

Council may adopt Resolution 574, declaring and adopting the results of the August 28, 2018 primary election.

**Adopt Resolution 574.**

COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
BACHRACH	X		X			
BARBER			X			
CURRIER			X			
KINSELLA		X	X			
VANDER HORST			X			

9:05

**ITEM #10B: RESOLUTION NO. 575, RECITING CERTAIN FEES RELATED TO GARBAGE COLLECTION**

Council may adopt Resolution 575, reciting fees previously established by Council for dumpster rental, pickup and surcharges, and for unscheduled (special) garbage pickups.

*It was discussed and agreed that the line item fee regarding "prohibited items" would be removed from this Resolution, and that the Code would be reviewed in that regard.*

**Amend (to remove "prohibited items" fee) and adopt Resolution No. 575.**

COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
BACHRACH	X		X			
BARBER		X	X			
CURRIER			X			
KINSELLA			X			
VANDER HORST			X			

9:09	<p><b>ITEM #10C: AGREEMENT FOR E-RATE SERVICES</b></p> <p>Council may approve an agreement between the Town of Jerome Library and Yavapai County for E-Rate services, to obtain affordable telecommunications and internet access.</p> <p>Mayor Vander Horst left the dais as he has a conflict.</p> <p>Vice Mayor Kinsella explained the agreement.</p> <p>Ms. Gallagher said that, since 2015, participating in this agreement has saved the Town \$11,513.</p> <p style="text-align: center;"><b>Approval of the agreement.</b></p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>COUNCILMEMBER</th> <th>MOVED</th> <th>SECONDED</th> <th>AYE</th> <th>NAY</th> <th>ABSENT</th> <th>ABSTAIN</th> </tr> </thead> <tbody> <tr> <td>BACHRACH</td> <td style="text-align: center;">X</td> <td></td> <td style="text-align: center;">X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>BARBER</td> <td></td> <td></td> <td style="text-align: center;">X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>CURRIER</td> <td></td> <td style="text-align: center;">X</td> <td style="text-align: center;">X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>KINSELLA</td> <td></td> <td></td> <td style="text-align: center;">X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>VANDER HORST</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: center;">X</td> </tr> </tbody> </table> <p>Mayor Vander Horst returned to the dais.</p>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BACHRACH	X		X				BARBER			X				CURRIER		X	X				KINSELLA			X				VANDER HORST						X
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VANDER HORST						X																																					
ITEM #11: 9:11	<p><b>TO AND FROM THE COUNCIL</b></p> <p>Council may direct staff as to items of pending importance that they would like placed on a future meeting agenda.</p> <p>Councilmembers reminisced about the events of 9/11, seventeen years ago.</p> <p>Councilmember Barber thanked the councilmembers, staff and volunteers.</p> <p>Mayor Vander Horst asked Ms. Gallagher to do a "doodle poll" for the water task force.</p>																																										
ITEM #12:	<p><b>ADJOURNMENT</b></p> <p style="text-align: center;"><b>Adjourned at 9:12</b></p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>COUNCILMEMBER</th> <th>MOVED</th> <th>SECONDED</th> <th>AYE</th> <th>NAY</th> <th>ABSENT</th> <th>ABSTAIN</th> </tr> </thead> <tbody> <tr> <td>BACHRACH</td> <td></td> <td></td> <td style="text-align: center;">X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>BARBER</td> <td></td> <td></td> <td style="text-align: center;">X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>CURRIER</td> <td></td> <td style="text-align: center;">X</td> <td style="text-align: center;">X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>KINSELLA</td> <td style="text-align: center;">X</td> <td></td> <td style="text-align: center;">X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>VANDER HORST</td> <td></td> <td></td> <td style="text-align: center;">X</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BACHRACH			X				BARBER			X				CURRIER		X	X				KINSELLA	X		X				VANDER HORST			X			
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APPROVE:

ATTEST:

\_\_\_\_\_  
Frank Vander Horst, Mayor

\_\_\_\_\_  
Candace B. Gallagher, CMC, Town Manager/Clerk

Date: \_\_\_\_\_



Founded 1876  
Incorporated 1899

# TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331  
(928) 634-7943 FAX (928) 634-0715

## DRAFT MINUTES

**SPECIAL MEETING OF THE JEROME TOWN COUNCIL  
MIDDLE PARK PARKING LOT, HULL AVENUE  
SEPTEMBER 11, 2018, AT 6:00 P.M.**

<p>ITEM #1: 6:00</p>	<p><b>CALL TO ORDER/ROLL CALL</b> Mayor/Chairperson to call meeting to order. <i>Mayor Vander Horst called the meeting to order at 6:00 p.m.</i></p> <p>Town Clerk to call and record the roll. <i>Town Manager/Clerk Candace Gallagher called the roll. Present were Mayor Frank Vander Horst, Vice Mayor Jay Kinsella, Councilmembers Hunter Bachrach, Alex Barber and Lew Currier. Also present were Councilmembers-elect Jack Dillenberg, Sage Harvey and Mandy Worth.</i> <i>Other staff present were Joni Savage, Deputy Clerk, Marty Boland, Public Works Director, and Charlotte Page, Acting Zoning Administrator.</i></p>																																										
<p>ITEM #2: 6:01</p>	<p><b>REVIEW OF MIDDLE PARK PARKING LOT</b> Council will gather at the Middle Park parking lot to review and discuss the layout of parking spaces in that area. <i>Vice Mayor Kinsella spoke about the meeting he and Mr. Boland had recently with ADOT. "Basically," he said, "ADOT said 'You can do whatever you want as long as it doesn't involve us.'" He explained the plan that he and Mr. Boland had to create more efficient traffic flow through the parking lot and along Hull Avenue.</i> <i>6:05 Mr. Boland explained further what their plan entailed.</i> <i>6:10 Jack Dillenberg suggested signage directing vehicles to additional parking at the 300 level.</i></p>																																										
<p>ITEM #3: 6:15</p>	<p><b>ADJOURNMENT</b> <i>Adjourned at 6:15 pm.</i></p> <table border="1" data-bbox="427 1328 1337 1447"> <thead> <tr> <th>COUNCILMEMBER</th> <th>MOVED</th> <th>SECONDED</th> <th>AYE</th> <th>NAY</th> <th>ABSENT</th> <th>ABSTAIN</th> </tr> </thead> <tbody> <tr> <td>BACHRACH</td> <td></td> <td>X</td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>BARBER</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>CURRIER</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>KINSELLA</td> <td>X</td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>VANDER HORST</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BACHRACH		X	X				BARBER			X				CURRIER			X				KINSELLA	X		X				VANDER HORST			X			
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APPROVE:

ATTEST:

\_\_\_\_\_  
Frank Vander Horst, Mayor

\_\_\_\_\_  
Candace B. Gallagher, CMC, Town Manager/Clerk

Date: \_\_\_\_\_



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# TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331  
(928) 634-7943 FAX (928) 634-0715

## DRAFT MINUTES

**SPECIAL MEETING OF THE JEROME TOWN COUNCIL  
AT THE OLD HIGH SCHOOL  
(MEET FOR TOUR AT COURTYARD AREA NEAR STEPS TO MAIN BUILDING)**

**SATURDAY, SEPTEMBER 22, 2018, AT 11:00 A.M.**

<p><b>ITEM #1:</b> 11:05 a.m.</p>	<p><b>CALL TO ORDER/ROLL CALL</b></p> <p>Mayor/Chairperson to call meeting to order. <i>Vice Mayor Kinsella called the meeting to order at 11:05 a.m.</i></p> <p>Town Clerk to call and record the roll. <i>Town Manager/Clerk Candace Gallagher called roll. Present were Vice Mayor Kinsella, Councilmember Barber and Councilmember Bachrach. Mayor Frank Vander Horst joined the meeting at 11:11 a.m. Councilmember Currier had an excused absence.</i></p> <p><i>Also present were Joni Savage, Deputy Clerk, Charlotte Page, Acting Zoning Administrator, and Councilmembers-elect Jack Dillenberg, Sage Harvey and Mandy Worth.</i></p>
<p><b>ITEM #2:</b> 11:06 a.m.</p>	<p><b>TOUR OF OLD HIGH SCHOOL PROPERTY</b></p> <p>Council will gather at the courtyard area near the steps to the main building at the high school complex, and will then be led on a tour of the facility by United Verde Exploration representatives.</p> <p><i>Representatives of United Verde Exploration, Roberta and John Westcott, and their attorneys Rob Pecharich and Jonathan Millet, led a tour of the three buildings at the old high school complex. Areas visited included the Western Heritage Furniture workshop, two working artist studios, two vacant apartments, a small performance space, and the auditorium.</i></p> <p><i>Ms. Westcott noted that one of the artists there would like to move into one of the vacant apartments. Mayor Vander Horst had to leave the meeting at approximately 12:30 p.m. to attend to a prior commitment.</i></p> <p><i>Prior to adjournment, Mr. Pecharich requested that they meet with Council at some point in the near future to discuss plans for the complex.</i></p> <p><i>A timeline of comments (showing both time and time stamp on audio recording) is as follows:</i></p> <ul style="list-style-type: none"> <li><i>11:06 (1:54) Roberta Westcott spoke about the history of the buildings.</i></li> <li><i>11:09 (4:00) Alan Johnson, a tenant of the building C, spoke about his art.</i></li> <li><i>11:22 (17:05) Tim McCune, owner of Western Heritage, spoke about his work and the space that they occupy.</i></li> <li><i>11:52 (47:05) Robert S. Pecharich, Esq. spoke about the auditorium being a future project. Roberta Westcott spoke about the auditorium floorboards being removed. The group entered into the auditorium area and dispersed throughout.</i></li> <li><i>11:57 (52:30) Henry Vincent, a Jerome resident and former student of the high school gave a guided tour of the labyrinth below the auditorium consisting of boiler rooms, wrestling locker rooms and an apartment.</i></li> <li><i>12:10 (1:05) Robert S. Pecharich, Esq. showed the group the apartment/artist's studio.</i></li> <li><i>12:12 (1:07) Mike Westcott spoke about the apartment.</i></li> <li><i>12:22 (1:17) Henry Vincent spoke about Building C. It was originally designed as a hospital.</i></li> <li><i>12:24 (1:19) John Westcott showed the group the apartment they recently finished and would like to rent.</i></li> <li><i>12:41 (1:36) The group moved back to Building A and congregated in one of the artist's studios.</i></li> <li><i>12:49 (1:44) Vice Mayor Kinsella thanked everyone involved for the tour.</i></li> <li><i>12:51 (1:46) Robert S. Pecharich, Esq spoke about the future of the old Jerome High School.</i></li> </ul>
<p><b>ITEM #3:</b></p>	<p><b>ADJOURNMENT</b></p> <p><i>Upon motion by Councilmember Barber, seconded by Councilmember Bachrach and unanimously approved, the meeting was adjourned at 12:53 p.m.</i></p>

APPROVE:

ATTEST:

\_\_\_\_\_  
Frank Vander Horst, Mayor

\_\_\_\_\_  
Candace B. Gallagher, CMC, Town Manager/Clerk

Date: \_\_\_\_\_

**TECHNICAL ASSISTANCE CONTRACT  
COMMUNITY DEVELOPMENT BLOCK GRANTS**

---

THIS CONTRACT, made and entered into as of \_\_\_\_\_, by and between the Northern Arizona Council of Governments (NACOG), 119 East Aspen Avenue, Flagstaff, Arizona 86001-5296, hereinafter called the CONTRACTOR, and the Town of Jerome, P.O. Box 335, Jerome, AZ 86331, hereinafter called the GRANTEE.

WITNESSETH:

WHEREAS, the GRANTEE is in receipt of a Community Development Block Grant from the State of Arizona Department of Housing; and

WHEREAS, the GRANTEE desires technical assistance in administering said grant, and in housing rehabilitation services; and

WHEREAS, the CONTRACTOR is agreeable to providing such assistance; and

NOW, THEREFORE, the parties do mutually agree as follows:

**ARTICLE I - PURPOSE**

The purpose of this contract is to authorize the CONTRACTOR to provide administrative services to the GRANTEE for an Arizona Department of Housing Community Development Block Grant (CDBG). Services to be provided are detailed in the Scope of Work, but will generally include services under the Department of Housing's CDBG program guidelines.

**ARTICLE II - WORK STATEMENT**

- A. The CONTRACTOR agrees that it will implement, in all respects, the program outlined in the attached Work Statement (Attachment A to this Contract).
- B. The CONTRACTOR agrees to make no changes in the Work Statement herein described without first submitting a written request to the GRANTEE and obtaining the GRANTEE'S written approval of the requested change.

**ARTICLE III - PERSONNEL**

The CONTRACTOR represents that it has, or will acquire, all of the qualified personnel required to perform this Contract; however, the GRANTEE reserves the right to assign any individual to assist in implementing the program outlined in the Work Statement.

None of the work or services covered by this Contract shall be subcontracted without the prior written approval of the GRANTEE. Any work or services subcontracted hereunder shall be specified by written contract or agreement and shall be subject to each provision of this Contract.

**ARTICLE IV - LENGTH OF CONTRACT**

- A. The term of this Contract shall be from October 1, 2018 through February 28, 2020. Some items in the Work Statement have been initiated prior to this agreement.
- B. In the event that, due to unusual circumstances, it becomes apparent that this Contract cannot be brought to full completion within the time period set forth in Paragraph A of this Article III, the CONTRACTOR shall be responsible for maintaining all services as cited in the Work Statement until the grant is terminated.
- C. This Contract may be extended, as needed, to coincide with the approved extension of the CDBG Contracts between the GRANTEE and the Department of Housing, if necessary.

**ARTICLE V - ACCESS TO INFORMATION**

It is agreed that all information, data, reports and records, and maps as are existing, available and necessary for the carrying out of the work outlined shall be furnished to the CONTRACTOR by the GRANTEE and its agencies. No charge will be made to the CONTRACTOR for such information and the GRANTEE and its agencies will cooperate with CONTRACTOR in every way possible to facilitate the performance of the work described in the Contract.

**ARTICLE VI - REPORTS AND INFORMATION**

- A. The CONTRACTOR, at such times and in such forms as the GRANTEE may require, shall furnish the GRANTEE such periodic reports as it may request pertaining to the work or services undertaken pursuant to this Contract costs and obligations incurred or to be incurred in connection therewith, and any other matters covered by this Contract.
- B. All reports, maps, and other documents completed as part of this Contract, other than documents exclusively for internal use by the Department of Housing shall carry the following notation on the front cover or title page, together with the date (month and year) the document was prepared:

*Preparation of this (report, map, documents, etc.) was aided through a Community Development Block Grant from the Arizona Department of Housing and as such is not copyrightable. It may be reprinted with customary crediting of the source. However, any opinions, findings, conclusions or recommendations are those of the authors and do not necessarily reflect the views of the Department of Housing.*

- C. All of the reports, information, data, etc. prepared or assembled by CONTRACTOR under this Contract are confidential and the CONTRACTOR agrees that they shall not be made available to any individual or organization without the prior written approval of the GRANTEE.
- D. No reports, maps, or other documents produced in whole or in part under this Contract shall be the subject of an application for copyright by or on behalf of the CONTRACTOR.

**ARTICLE VII - CONSIDERATION AND METHOD OF PAYMENT**

In consideration of the CONTRACTOR'S satisfactory completion of all work and services required to be performed under the terms of this Contract, and in compliance with the Contract requirements herein stated, the GRANTEE shall pay the CONTRACTOR fixed fees not to exceed:

- A. Thirty Thousand Dollars (\$30,000.00) for Regional Account implementation, administration and technical assistance.
- B. Fifty Six Thousand Two Hundred Dollars (\$56,200.00) for Housing Rehabilitation Services.

Above sums shall be expended in accordance with the Payment Page which appears as Attachment B.

**ARTICLE VIII - ASSIGNABILITY**

The CONTRACTOR shall not assign any interest on this Contract, and shall not transfer any interest in the same without prior written consent of the GRANTEE.

**ARTICLE IX - COMPLIANCE WITH LOCAL LAWS**

The CONTRACTOR shall comply with all applicable laws, ordinances, codes of the State and local governments, and the CONTRACTOR shall hold the GRANTEE harmless from any tort done in performing any of the work embraced by this Contract.

**ARTICLE X - INTERESTS OF THE CONTRACTOR**

The CONTRACTOR covenants that it has no pecuniary interest, and shall not acquire any pecuniary interest direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed under this Contract. The CONTRACTOR further covenants that in the performance of this Contract, no person having such interest shall be employed.

**ARTICLE XI - OFFICIAL NOT TO BENEFIT**

No member of, or delegates to, the Congress of the United States of America, and no member of the governing body and no other public official, shall be admitted to any share or part hereof, direct or indirect, or to any pecuniary benefits to arise herefrom.

**ARTICLE XII - TERMINATION OF CONTRACT**

- A. If, with cause, the CONTRACTOR shall fail to fulfill in a timely and proper manner his obligations under this Contract, or if the CONTRACTOR shall violate any of the covenants, agreements, or stipulations of this Contract, the GRANTEE shall thereupon have the right to terminate this Contract by giving written notice to the CONTRACTOR of such termination and specifying the effective date thereof, at least ten (10) days before the effective date of such termination. In such event, all finished or unfinished documents, data, studies, surveys, photographs and reports prepared by the CONTRACTOR under this Contract shall, at the option of the GRANTEE, become its property and the CONTRACTOR shall be entitled to receive just and equitable compensation for any work satisfactorily completed hereunder.
- B. Notwithstanding the above, the CONTRACTOR shall not be relieved of liability to the GRANTEE for damages sustained by the GRANTEE by virtue of any breach of the Contract by the CONTRACTOR, and the GRANTEE may withhold any payments to the CONTRACTOR for the purpose of set-off until such time as the exact amount of damages due the GRANTEE from the CONTRACTOR is determined.
- C. The GRANTEE may terminate this Contract at any time without cause by giving at least thirty (30) days notice in writing to the CONTRACTOR. If the Contract is terminated by the GRANTEE as provided herein, the CONTRACTOR will be paid for the time provided and expenses incurred up to the termination date.
- D. The Contract may be terminated per ARS 38-511, Conflict of Interest.

**ARTICLE XIII - RECORDS AND AUDITS**

- A. The CONTRACTOR shall maintain accounts and records, including personnel, property and fiscal records adequate to identify and account for all costs pertaining to the Contract and such other records as may be deemed necessary by the GRANTEE to assure proper accounting for all project funds, both Federal and non-Federal shares. These records will be retained in accordance with required Federal and State guidelines.
- B. Legible copies of any and all records maintained by the CONTRACTOR shall be made available, upon written request and for specified purpose, to the GRANTEE, the Arizona Department of Housing, the Office of the Inspector General (HUD), and any other body authorized in writing by the GRANTEE.

**ARTICLE XIV - CERTIFICATIONS FOR CONTRACTS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS.**

The undersigned certifies, to the best of his or her knowledge and belief that:

- A. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding or any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.



- B. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress, in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.
- C. The undersigned shall require that the language of this Certification be included in the award documents for all subawards at all ties (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This Certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this Certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required Certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

#### **ARTICLE XV - DISABILITY ACCESS**

In performing all construction, the CONTRACTOR agrees to comply with the "The American Standard Specifications for Making Buildings and Facilities Accessible To and Useable By the Physically Handicapped." The CONTRACTOR represents that it understands said standard specifications and same are incorporated by this reference.

#### **ARTICLE XVI - ISRAEL BOYCOTT CERTIFICATION**

The CONTRACTOR hereby certifies that it is not currently engaged in, and will not for the duration of this Contract engage in, a boycott of Israel as defined by A.R.S. § 35-393.01. Violation of this certification by CONTRACTOR may result in action by GRANTEE up to and including termination of this Contract.

#### **ARTICLE XVII - MISCELLANEOUS PROVISIONS**

- A. In any case one or more of the provisions contained in this Contract shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality, or un-enforceability shall not affect any other provision thereof and this Contract shall not be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.
- B. If any action at law or in equity is necessary to enforce or interpret the terms of this Contract, the prevailing party shall be entitled to reasonable attorney's fees, costs, and necessary disbursements in addition to any other relief to which said party may be entitled.

#### **ARTICLE XVIII - ATTACHMENTS**

All attachments are to be considered an integral part of this Contract. Attachments may be added or deleted during the term of the Contract provided the governing requirements of the Contracts are met.

##### ATTACHMENTS

- A. Work Statement
- B. Payment Page
- C. Civil Rights

IN WITNESS WHEREOF, the CONTRACTOR and the GRANTEE do hereby execute this Contract as of the date first above written.

TOWN OF JEROME

NORTHERN ARIZONA COUNCIL OF GOVERNMENTS

\_\_\_\_\_  
Frank Vander Horst, Mayor

\_\_\_\_\_  
Chris Fetzer, Executive Director

APPROVED AS TO FORM

\_\_\_\_\_  
William Sims, Town Attorney

ATTEST

\_\_\_\_\_  
Candace Gallagher, Town Manager/Clerk

**ATTACHMENT A**  
**WORK STATEMENT**

**A. CONTRACT GOALS**

1. Provide Technical Assistance to the GRANTEE regarding Federal, State, and project requirements.
2. Develop a coordinated administrative system that is responsive to requirements.
3. Assure compliance with all Federal, State laws, rules and Executive Orders.

**B. NOTICES, CORRESPONDENCE, AND REPORTS**

1. Notices, correspondence and reports from the CONTRACTOR shall be sent to:

Candace Gallagher  
Town of Jerome  
P.O. Box 335  
Jerome, AZ 86331

2. Notices, correspondence and reports from the GRANTEE shall be sent to:

Isabel Rollins  
NACOG  
1577 Plaza West Drive, Suite A-2  
Prescott, AZ 86303

**C. SPECIAL PROGRAM REQUIREMENTS**

1. CONTRACTOR will assist in interpretation of all Federal overlay statutes as they relate to the projects to be undertaken.
2. CONTRACTOR will liaison with the Department of Housing regarding the CDBG program.
3. CONTRACTOR will, at the request of the GRANTEE, participate in public intercessions.

**D. SERVICES NAME(S) AND ACTIVITIES**

**TECHNICAL ASSISTANCE** - This service provides project management oversight of, at a minimum, the following specific activities. This list is not intended to be all inclusive of all responsibilities. Services may be expanded or reduced as appropriate to the needs of the project.

**GENERAL ADMINISTRATION**

1. Oversee file set-up and maintenance for required records.
2. Coordinate with the City on marketing activities.
3. Coordinate with the City on scoring and ranking applications per prioritization criteria.
4. Establish client files and collect all necessary client information and documentation to qualify clients.
5. Develop any subrecipient contracts/agreements.
6. Develop contract amendments, as necessary.
7. Conduct Environmental Reviews.

8. Perform accounting and fiscal accountability according to all federal standards and generally accepted accounting principles.
9. Conduct materials, professional services and contractor procurements.
10. Develop funds requests.
11. Respond to Housing CDBG Program requests for information.
12. Oversee on-site monitoring visits; respond or assist with responses to monitoring visit follow-up letters.
13. Coordinate audits.
14. Complete quarterly Housing reports.
15. Conduct close-out procedures.

#### **HOUSING REHABILITATION SERVICES**

- 1) Perform initial inspections of homes to:
  - a) Create individual environmental reviews, including Flood Plain Management, Historical Preservation, Explosive and Flammable Operations, and Toxic Chemicals and Radioactive Materials; perform or establish mitigations when necessary.
  - b) Inspect for home defaults as compared to HQS and local codes (rehab).
  - c) Procure lead abatement testing, and follow through as needed.
- 2) Develop work write-ups and cost estimates.
- 3) Procure contractors per CDBG policies; clear contractors through the HUD debarred list.
- 4) Review bids for most responsive; recommend contractor and scope of work to Owner for the best bid.
- 5) Develop contractor's contract to cover all federal requirements and City stipulations.
- 6) Advise homeowners of work to be undertaken on their home, their responsibilities and the contractor's responsibilities; explain contract provisions.
- 7) Procure homeowner storage facilities and lodging if temporary relocation needed. Assure homeowner receives meal allowance funds if applicable.
- 8) Perform interim on-site inspections during construction.
- 9) At completion, perform a final inspection and obtain homeowner approval and acceptance of work.
- 10) Secure Contractor Billing, Contractor Certification, and Contractors Waiver of Lien.
- 11) Submit all necessary paperwork and recommend contractor payment.
- 12) Finalize all client files and ensure order and completeness for final monitoring.
- 13) Participate in monitoring and monitoring responses.

#### **E. EVALUATION METHODOLOGY**

The CONTRACTOR shall utilize evaluation criteria relevant to the activities performed during the period as described in the Invoice Statement. GRANTEE shall then authorize payment to CONTRACTOR in accordance with Attachments A, B, and C.

**ATTACHMENT B  
PAYMENT PAGE**

- A. SOURCE OF FUNDS:** FY 2018 CDBG State Special Projects (SSP) Account
- B. COMPENSATION TYPE:** Percent of Completion
- C. PAYMENT METHOD:** Payments shall be made on a net 30-day basis upon proper submission of an invoice documenting the completion of each major activity:
  - A. Regional Account application preparation and technical assistance  
\$5,000.00 - 100% upon receipt of the Notice of Grant Award.
  - B. Regional Account implementation administration and technical assistance

<b>ACTIVITY 1 - GENERAL ADMINISTRATION - \$30,000</b>	<b>PERCENT BILLABLE</b>	<b>STATUS</b>	<b>REC'D ON ACCT</b>	<b>CURRENT DRAW</b>
Completion Housing Rehab Environmental Review	10%			
Housing Rehab Ranking and Qualifying – First 3	25%			
Housing Rehab Ranking and Qualifying – Second 3	25%			
Housing Rehab Ranking and Qualifying – Final homes	25%			
Housing Rehab Close-out & Final Monitoring	15%			
<b>TOTAL</b>	<b>100%</b>			

<b>ACTIVITY 2 – NOT TO EXCEED \$56,200* FOR REHABILITATION SERVICES** (20% OF TOTAL CONSTRUCTION \$281,000)</b>	<b>PERCENT BILLABLE</b>	<b>STATUS</b>	<b>REC'D ON ACCT</b>	<b>CURRENT DRAW</b>
Initial Inspection of Homes	5%			
Work Write-ups and Cost Estimates	5%			
Procure Construction	5%			
Complete Construction / File Completion	5%			
<b>TOTAL PERCENTAGE OF CONSTRUCTION</b>	<b>20%</b>			

\*This is the maximum that will be billed, and it will likely be decreased to accommodate finishing all the contracted work within the assigned budget as outlined in the grant application.

\*\* Rehabilitation services include initial walk-through, assessment, work write-up, cost estimates, bid process, contracting, and all associated approvals and paperwork. Expenses include travel, advertising, lead-based paint testing, and filing the lien. Rehabilitation services will be 20% of the total construction cost and includes all expenses.



# TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331  
(928) 634-7943 FAX (928) 634-0715

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## ORDINANCE NO. 441

### AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING CHAPTER 9, "HEALTH AND SANITATION," OF THE JEROME TOWN CODE, REGARDING GARBAGE COLLECTION

WHEREAS, the Public Works Director has recommended that Chapter 9 of the Jerome Town Code be amended to limit the amount of garbage that will be collected, to require that it be bagged, and to prohibit the disposal of dead animals in household garbage or dumpsters; and

WHEREAS, the Town Manager has recommended that the Chapter be further amended to remove any listed fees and to refer instead to fees set by Resolution of Council, and to eliminate certain redundancies; and

WHEREAS, the Mayor and Council accept staff's recommendations, and desire to amend the Town Code accordingly;

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Town of Jerome, Yavapai County, Arizona, as follows:

Section 1. Section 9-2-1, "Preparation of Refuse," of Chapter 9, "Garbage," is hereby amended as follows (additions underlined, deletions in ~~strikeout~~ text):

#### Section 9-2-1 Preparation of Refuse

All refuse shall be prepared for collection or disposed of as follows:

- A. Garbage Containers. The customer shall furnish containers for the accumulation, storage, and collection of all garbage. Such containers shall be tightly covered and be of rust-resistant metal or plastic and shall have handles on the outside. Each shall be marked with either the account name or street address. The maximum capacity of each container shall not exceed 30 gallons and loaded for collection shall not exceed 40 pounds in weight. Such containers shall be kept in good repair and in a sanitary condition. Containers found to be no longer serviceable through disrepair or maintained in an unsanitary condition may be condemned by the Town for further use. Legal notice of such condemnation shall consist of a label or tag affixed to the container. Receptacles not placed in a satisfactory condition or replaced within 15 days of said notice may be removed and destroyed by the Town.

- B. **Requirement to Bag All Garbage.** All garbage placed for collection, including animal waste and cat litter, whether or not placed in containers, must be securely bagged. Heavy materials, such as cat litter, should be double-bagged to prevent tearing. Unless otherwise provided herein, any garbage placed for collection, whether in a container or not, that is not securely bagged will not be collected, and the property owner will need to arrange with the utility clerk for a special pickup and pay the associated fee, as set by Resolution of Council.
- C. **Maximum Amount of Garbage to Be Placed for Collection.** No more than three 30-gallon containers or the equivalent thereof in bags, will be collected from any one household on the day specified for collection. No bundle, container or bag shall exceed 40 pounds, and the total weight of garbage placed for collection shall not exceed 120 pounds. Any garbage placed for collection in excess of that limit will not be collected, and the property owner will need to arrange with the utility clerk for an unscheduled (special) garbage pickup and pay the associated fee, as set by Resolution of Council.
- B. **Trash.** Trash shall be placed in containers or tied in bundles by the customer and set out for collection. Containers may be garbage containers described above, or boxes not exceeding three square feet by four feet deep. In any event, the weight of a loaded container or bundle shall not exceed 40 pounds and the combined amount of trash and garbage placed for collection shall not exceed the equivalent of three 30-gallon containers, or 120 pounds. Customers wishing to retain disposal boxes should clearly mark the box "SAVE."
- C. **Brush.** Brush shall be cut into such a size that one person can readily load the individual pieces into a truck or chipper and shall be piled in neat order with all long branches parallel to one another, and shall have all metal or foreign materials removed to facilitate chipping.
- D. **Appliances and Vehicles.** The customer shall remove or cause to be removed all appliances, vehicles, or equipment classed as refuse from their premises or the public right of way.
- E. **Building Materials.** All owners, contractors, and builders of structures shall, upon the completion of any structure, gather up and haul away, at their sole cost and expense, all refuse of every nature, description or kind, which has resulted from the building of such structure, including all lumber scraps, shingles, plaster, brick, stone, concrete and other building material, and shall place the lot and all nearby premises utilized in such construction in a sightly condition. Residential customers may dispose of small amounts of building materials from time to time, providing it is placed in a container as described above and contains no concrete, masonry, or soil.
- F. **By-products.** Any commercial or manufacturing establishment which by the nature of its operations creates an unusual amount of by-product refuse may be required by the Town to dispose of its own wastes as opposed to having the Town provide the service.
- G. **Dangerous Waste.** The Town reserves the right to deny service for certain dangerous wastes and to require the customer to properly dispose of them by other means. NOTE: These materials can be very damaging and toxic to the environment. They should not be poured onto the ground or down the sink. Dangerous wastes are hereby defined as:
1. **HOUSEHOLD HAZARDOUS WASTE (HHW):** Any household product that is marked *flammable, corrosive, explosive or poison, such as paints, varnishes, chemicals, pesticides, cleaners, and batteries.* These items will not be picked up.
  2. **BULK WASTE and E-WASTE (electronics):** Appliances, furniture, mattresses, carpets, sinks, and other special handling items such as electronic items (computers, TVs, microwaves, copiers, cell phones, etc.). These items will not be picked up.

3. AUTOMOTIVE: Tires, car batteries, oil, and antifreeze. These items will not be picked up.
  4. MEDICAL WASTE: Needles, bandages, and any other type of contaminated medical materials should be disposed of, if possible, through a professional disposal system or health care provider. If medical waste must be disposed of in household garbage, it must be first placed in a well-labeled, hard plastic screw top container, such as a sharps container or detergent bottle, before placing it in the trash.
  5. PAINTS:
    - a. LATEX PAINT (water-based) only: Customers may dispose of small amounts of Latex paint if it is dried to a solid (80% minimum) using kitty litter, sawdust or dirt – not sand. It should be capped in its original container and labeled "solid."
    - b. OIL-BASED PAINT will not be picked up.
  6. ANIMAL CADAVERS: No animal cadaver shall be placed in garbage containers, bags or dumpsters. Special arrangements should be made with the Public Works crew for removal of animal corpses.
- H. Soil and Concrete. Waste soil, concrete, masonry blocks, sod and rocks shall be disposed of by the owner, tenant, or occupant of the premises.

Section 2. Paragraph B. of Section 9-3-5, "Dumpsters," of Chapter 9, "Garbage," is hereby amended as follows (additions underlined, deletions in ~~strikeout~~ text):

- B. The Town of Jerome will NOT accept the following items in Type A, B, or C dumpsters: cement fragments, rocks, dirt, heavy construction materials, wood pieces longer than four feet, and sheetrock or construction sheeting larger than four feet by four feet. No dumpster shall hold more than one-half its capacity in wood, sheetrock, or construction sheeting. In the event that these items are in excess of one-half of the capacity, these items will carry an added surcharge in addition to rental fees and pick-up/emptying fees, all as set by Resolution of Council.

Section 3. Section 9-3-6, "Small Business and Residential Accounts Regulations," of Chapter 9, "Garbage," is hereby amended as follows (additions underlined, deletions in ~~strikeout~~ text):

Section 9-3-6      Requirement to Maintain Sanitation Account

Each residence and commercial business in the Town of Jerome shall have a sanitation account. All sanitation account holders shall be responsible for payment of sanitation fees, regardless of whether or not they choose to use the Town's trash collection service.

Section 4. Following its adoption, this Ordinance shall be published by the Town Clerk in accordance with the requirements of A.R.S. § 39-203 et seq.

Section 5. All ordinances or parts of ordinances that are in conflict with the provisions of this Ordinance are hereby repealed to the extent of their inconsistency herewith.

Section 6. Should any section or provision of this Ordinance be declared invalid by a court of competent jurisdiction, such decision shall not affect the validity of this Ordinance, any provision



incorporated by reference and any other provision of the Town Code as a whole or any part thereof other than the part so declared invalid.

PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2018.

\_\_\_\_\_  
Frank Vander Horst, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Candace Gallagher, Town Manager/Clerk

\_\_\_\_\_  
William J. Sims, Esq.  
Town Attorney

Date of first reading: 9/11/2018

Date of adoption:

Voting record at adoption:

	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
BACHRACH						
BARBER						
CURRIER						
KINSELLA						
VANDER HORST						



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# TOWN OF JEROME

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## ORDINANCE NO. 442

### AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING ARTICLE II, "DEFINITIONS," AND SECTION 502, "GENERAL PROVISIONS," OF ARTICLE V, "USE REGULATIONS," OF THE JEROME ZONING ORDINANCE, REGARDING HOME OCCUPATIONS

WHEREAS, the Jerome Planning & Zoning Commission held a public hearing on September 5, 2018, regarding certain changes to the Jerome Zoning Ordinance regarding home occupations; and

WHEREAS, the Commission has recommended that the Zoning Ordinance be so amended;

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AS FOLLOWS:

Section 1. The definition of "Home Occupation" included in Section 201, "General," of Article II, "Definitions," of the Jerome Zoning Ordinance is hereby amended as follows (deletions in ~~strikeout text~~, additions in UNDERLINED CAPS):

~~Home Occupation - any occupation or profession which is incidental and subordinate to the use of the dwelling unit for dwelling purposes and does not change the character thereof, and in connection with which there are no employees other than a member of the immediate family residing in the dwelling unit.~~ AN OCCUPATION, PROFESSION, ACTIVITY OR USE THAT IS CLEARLY A CUSTOMARY, INCIDENTAL AND SECONDARY USE OF A RESIDENTIAL DWELLING UNIT AND WHICH DOES NOT ALTER THE EXTERIOR OF THE PROPERTY OR AFFECT THE RESIDENTIAL CHARACTER OF THE NEIGHBORHOOD.

Section 2. Paragraph M, "Home Occupations," of Section 502, "General Provisions," of Article V, "Use Regulations," of the Jerome Zoning Ordinance is hereby amended as follows (deletions in ~~strikeout text~~, additions in UNDERLINED CAPS):

#### M. HOME OCCUPATIONS

~~Home occupations shall be permitted in any residential zone, subject to the following requirements:~~

1. Home occupations shall be clearly incidental and subordinate to the use of the property and dwelling unit for dwelling purposes and shall not change the character thereof.

Date of first reading: \_\_\_\_\_

Date of adoption: \_\_\_\_\_

Voting record at adoption:

	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN

Jerome Town Hall Located at 600 Clark Street, Jerome Civic Center

2. There shall be no employees other than members of the immediate family residing on the premises.
3. No business shall be conducted which requires delivery vehicles or other services not customary to a residence.
4. Signs shall be subject to applicable provisions of Section 509.
5. ALL MATERIALS AND EQUIPMENT USED AND MAINTAINED IN CONNECTION WITH A HOME OCCUPATION MUST BE USED AND STORED INSIDE THE DWELLING AND ACCESSORY BUILDINGS.
6. NO PUBLIC DISPLAY OF ITEMS FOR SALE SHALL BE PERMITTED.
7. A HOME OCCUPATION SHALL NOT CREATE ANY NUISANCE OR HAZARD, OR OTHER OFFENSIVE CONDITION SUCH AS THAT RESULTING FROM NOISE, SMOKE, FUMES, DUST, ODORS OR OTHER NOXIOUS EMISSIONS. ELECTRICAL OR MECHANICAL EQUIPMENT THAT CAUSES FLUCTUATION IN LINE VOLTAGE, CREATES ANY INTERFERENCE IN EITHER AUDIO OR VIDEO RECEPTION OR CAUSES ANY PERCEIVABLE VIBRATION ON ADJACENT PROPERTIES IS NOT PERMITTED.
8. THE USE SHALL NOT GENERATE MORE PEDESTRIAN OR VEHICULAR TRAFFIC THAN IS TYPICAL TO THE ZONE IN WHICH IT IS LOCATED.

Section 3. Following its adoption, this Ordinance shall be published by the Town Clerk in accordance with the requirements of A.R.S. § 39-203 *et seq.*

Section 4. All ordinances or parts of ordinances that are in conflict with the provisions of this Ordinance are hereby repealed to the extent of their inconsistency herewith.

Section 5. Should any section or provision of this Ordinance be declared invalid by a court of competent jurisdiction, such decision shall not affect the validity of this Ordinance, any provision incorporated by reference and any other provision of the Town Code as a whole or any part thereof other than the part so declared invalid.

PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, THIS \_\_\_\_ DAY OF \_\_\_\_\_ 2018.

\_\_\_\_\_  
Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Candace Gallagher, Town Manager/Clerk

\_\_\_\_\_  
William J. Sims, Esq.  
Town Attorney



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## ORDINANCE NO. 443

### AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING SECTION 509, "SIGNS," OF ARTICLE V, "USE REGULATIONS," OF THE JEROME ZONING ORDINANCE REGARDING TEMPORARY SIGNS

WHEREAS, the Jerome Planning & Zoning Commission held a public hearing on September 5, 2018, regarding certain changes to the Jerome Zoning Ordinance regarding temporary signs; and

WHEREAS, the Commission has recommended that the Zoning Ordinance be so amended;

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AS FOLLOWS:

Section 1. Item 19 of Paragraph B, "Definitions," of Section 509, "Signs," of Article V, "Use Regulations," of the Jerome Zoning Ordinance is hereby amended as follows (deletions in ~~strikeout text~~, additions in UNDERLINED CAPS):

19. Sign, Temporary - A sign displayed for not more than forty-five (45) consecutive days ~~or a total of ninety (90) days in a calendar year.~~

Section 2. Item 8 of Paragraph G, "Regulations Applicable to Signs in Commercial and Industrial Zones," of Article V, "Use Regulations," of the Jerome Zoning Ordinance is hereby amended as follows (deletions in ~~strikeout text~~, additions in UNDERLINED CAPS):

8. Temporary signs, such as "sale" signs are allowed in addition to other signs. Temporary signs must meet all restrictions for signs in this section in addition to the following:

- a. No temporary sign may exceed eight (8) square feet.
- b. ALL TEMPORARY SIGNS SHALL REQUIRE AN APPLICATION TO BE FILED WITH THE ZONING ADMINISTRATOR.
- c. ONE TEMPORARY SIGN IS ALLOWED PER 45-DAY PERIOD.
- d. MAXIMUM NUMBER OF OCCURRENCES SHALL NOT EXCEED THREE (3) TIMES PER CALENDAR YEAR.
- e. ~~No business may display a temporary sign more than ninety (90) days per calendar year, or forty five (45) consecutive days.~~
- f. ~~No permit is required for temporary signs.~~

Date of first reading: \_\_\_\_\_

Date of adoption: \_\_\_\_\_

Voting record at adoption:

	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN

Section 3. Following its adoption, this Ordinance shall be published by the Town Clerk in accordance with the requirements of A.R.S. § 39-203 *et seq.*

Section 4. All ordinances or parts of ordinances that are in conflict with the provisions of this Ordinance are hereby repealed to the extent of their inconsistency herewith.

Section 5. Should any section or provision of this Ordinance be declared invalid by a court of competent jurisdiction, such decision shall not affect the validity of this Ordinance, any provision incorporated by reference and any other provision of the Town Code as a whole or any part thereof other than the part so declared invalid.

PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA,  
THIS \_\_\_\_ DAY OF \_\_\_\_\_ 2018.

\_\_\_\_\_  
Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Candace Gallagher, Town Manager/Clerk

\_\_\_\_\_  
William J. Sims, Esq.  
Town Attorney