



TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331
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AGENDA

REGULAR MEETING OF THE JEROME TOWN COUNCIL JEROME CIVIC CENTER - 600 CLARK STREET - COUNCIL CHAMBERS TUESDAY, NOVEMBER 13, 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, and on the Town's website at www.jerome.az.gov.

ITEM #1:	CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE 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.	
ITEM #2:	FINANCIAL REPORTS Budget to Actual reports, vendor ledger and balance sheet for October 2018	Discussion/Possible Action
ITEM #3:	STAFF AND COUNCIL REPORTS 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
ITEM #4:	PLANNING AND ZONING AND DESIGN REVIEW MINUTES/ RECOMMENDATIONS/ZONING ADMINISTRATOR'S REPORT Minutes are provided for the information of Council and do not require action.	Discussion/Possible Direction
ITEM #5:	APPROVAL OF MINUTES October 29, 2018 special meeting	Discussion/Possible Action
ITEM #6:	DESIGNATION OF INTERIM CHAIR Council may designate a member of the succeeding Council to act as Chair from the time that they are seated until they have selected their Mayor and Vice Mayor.	Sponsored by Mayor Frank Vander Horst Discussion/Possible Action
ITEM #7:	REORGANIZATION	
	ITEM #7A: REMARKS BY OUTGOING COUNCIL MEMBERS - Mayor Frank Vander Horst - Vice Mayor Jay Kinsella - Councilmember Lew Currier	
	ITEM #7B: SEATING AND SWEARING IN OF 2018-20 COUNCIL Town Magistrate Joan Dwyer will administer the Oath of Office to members of the 2018-20 Jerome Town Council.	
	ITEM #7C: APPOINTMENT OF MEMBER TO FILL COUNCIL VACANCY Council may appoint an individual, by nomination and vote, to fill the vacant seat on Council, for the unexpired term. During this agenda item, Council may opt to question any interested persons that are present, and/or to table the appointment to a later date.	Discussion/Possible Action
	ITEM #7D: SELECTION OF MAYOR AND VICE MAYOR Council may select their Mayor and Vice Mayor by nomination and vote.	Discussion/Possible Action
	ITEM #7E: REMARKS BY NEW MAYOR, VICE MAYOR AND COUNCILMEMBERS	
ITEM #8:	PRESENTATION	
	ITEM #8A: JEROME FIRE DEPARTMENT PERSONNEL Fire Chief Rusty Blair will introduce new Fire Department Duty Officers, Jasper Lanning and Ian Haney, and new Assistant Chief Tim Irwin to the Town Council.	Discussion only.

ITEM #9:	<p>PETITIONS FROM THE PUBLIC</p> <p><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></p>	Discussion/Possible Direction
ITEM #10:	<p>CONSENT AGENDA</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>A. Special Event Liquor License: Jerome Chamber of Commerce for Town Holiday Dinner to be held at Spook Hall on December 8, 2018</p>	Sponsored by Councilmember Alex Barber Discussion: Possible Action
ITEM #11:	<p>ORDINANCES</p> <p>ITEM #11A: SECOND READING AND POSSIBLE ADOPTION: 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</p> <p>Council may conduct the second reading of, and may adopt, Ordinance 442, amending the Jerome Zoning Ordinance regarding home occupations. The Planning & Zoning Commission conducted a public hearing on this amendment on September 5, 2018, and has recommended its enactment by Council.</p> <p>ITEM #11B: SECOND READING AND POSSIBLE ADOPTION: 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</p> <p>Council may conduct the second reading of, and possibly adopt, Ordinance 443, amending the Jerome Zoning Ordinance regarding temporary signs. The Planning & Zoning Commission conducted a public hearing on this amendment on September 5, 2018, and has recommended its enactment by Council.</p> <p>ITEM #11C: FIRST READING: ORDINANCE NO. 444, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING ARTICLE 5-4, "COURT FEES," OF THE JEROME TOWN CODE</p> <p>Council may conduct the first reading of Ordinance 444, which would amend the Town Code to eliminate Court Enhancement Fees and replace those with Court Security Fees.</p>	Sponsored by Councilmember Alex Barber Discussion: Possible Action Sponsored by Councilmember Alex Barber Discussion: Possible Action Sponsored by Councilmember Alex Barber Discussion: Possible Action
ITEM #12:	<p>NEW BUSINESS</p> <p>ITEM #12A: RESOLUTION NO. 576, ESTABLISHING COURT SECURITY FEE</p> <p>Council may adopt Resolution 576, establishing a Court Security Fee of \$20 to become effective as of January 1, 2019.</p> <p>ITEM #12B: DESIGNATION OF REPRESENTATIVE(S) TO THE NORTHERN ARIZONA COUNCIL OF GOVERNMENTS (NACOG)</p> <p>Council may designate one of its members as the Town's representative to the NACOG Regional Council, and may also opt to designate an alternate.</p> <p>ITEM #12C: SERIES 10 LIQUOR LICENSE – THE MARKET, 403 CLARK STREET</p> <p>Council will review and may recommend approval, disapproval, or take no action regarding an application by Kerry Sue O’Hair for a Series 10 liquor license at The Market, 403 Clark Street. This non-transferable liquor license allows a retail store to sell beer and wine (no other spirituous liquors), only in the original unbroken package, to be taken away from the premises of the retailer and consumed off the premises.</p>	Sponsored by Councilmember Alex Barber Discussion: Possible Action Sponsored by Councilmember Alex Barber Discussion: Possible Action Sponsored by Councilmember Alex Barber Discussion: Possible Action
ITEM #13:	<p>TO AND FROM THE COUNCIL</p> <p>Council may direct staff as to items of pending importance that they would like placed on a future meeting agenda.</p>	Discussion: Possible Direction
ITEM #14:	<p>ADJOURNMENT</p>	

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

Town of Jerome
Budget to Actual Summary
18-Oct

Fund	Department	Current Period			YTD		
		Revenue	Budget	Variance	Revenue	Budget	Variance
10	GF Revenue	\$ 170,470.71	\$ 122,259.06	\$ 48,211.65	\$ 561,816.44	\$ 523,439.94	\$ 38,376.50
	Total	\$ 170,470.71	\$ 122,259.06	\$ 48,211.65	\$ 561,816.44	\$ 523,439.94	\$ 38,376.50
		<u>Expense</u>	<u>Budget</u>	<u>Variance</u>	<u>Expense</u>	<u>Budget</u>	<u>Variance</u>
11	Admin	\$ 60,685.90	\$ 67,890.53	\$ 7,204.63	\$ 174,916.31	\$ 182,964.47	\$ 8,048.16
12	Court	\$ 7,793.25	\$ 8,287.68	\$ 494.43	\$ 26,833.77	\$ 26,807.06	\$ (26.71)
13	Police	\$ 54,013.63	\$ 52,826.09	\$ (1,187.54)	\$ 184,650.11	\$ 181,094.09	\$ (3,556.02)
14	Fire	\$ 41,425.68	\$ 77,705.72	\$ 36,280.04	\$ 141,519.31	\$ 146,654.70	\$ 5,135.39
15	Library	\$ 10,954.42	\$ 11,037.98	\$ 83.56	\$ 36,537.79	\$ 33,015.43	\$ (3,522.36)
16	P&Z	\$ 8,149.73	\$ 9,307.97	\$ 1,158.24	\$ 24,665.54	\$ 25,447.96	\$ 782.42
17	Parks	\$ 1,284.31	\$ 1,554.43	\$ 270.12	\$ 4,401.05	\$ 4,935.56	\$ 534.51
18	Properties	\$ 18,627.23	\$ 20,251.16	\$ 1,623.93	\$ 49,886.51	\$ 51,519.42	\$ 1,632.91
19	JKAW						
	Total	\$ 202,934.15	\$ 248,861.56	\$ 45,927.41	\$ 643,410.39	\$ 652,438.69	\$ 9,028.30
General	Net Income (Loss)	\$ (32,463.44)	\$ (126,602.50)	\$ 94,139.06	\$ (81,593.95)	\$ (128,998.75)	\$ 47,404.80
		<u>Revenue</u>	<u>Budget</u>	<u>Variance</u>	<u>Revenue</u>	<u>Budget</u>	<u>Variance</u>
50	Water	\$ 16,047.06	\$ 17,108.32	\$ (1,061.26)	\$ 64,119.10	\$ 68,433.44	\$ (4,314.34)
51	Sewer	\$ 15,511.58	\$ 17,241.66	\$ (1,730.08)	\$ 62,876.42	\$ 68,966.72	\$ (6,090.30)
52	Trash	\$ 15,721.78	\$ 16,266.66	\$ (544.88)	\$ 63,279.70	\$ 65,066.72	\$ (1,787.02)
	Total	\$ 47,280.42	\$ 50,616.64	\$ (3,336.22)	\$ 190,275.22	\$ 202,466.88	\$ (12,191.66)
		<u>Expense</u>	<u>Budget</u>	<u>Variance</u>	<u>Expense</u>	<u>Budget</u>	<u>Variance</u>
50	Water	\$ 19,871.07	\$ 21,010.37	\$ 1,139.30	\$ 61,451.24	\$ 65,102.88	\$ 3,651.64
51	Sewer	\$ 19,034.43	\$ 20,235.11	\$ 1,200.68	\$ 67,223.71	\$ 71,514.54	\$ 4,290.83
52	Trash	\$ 18,761.22	\$ 19,295.90	\$ 534.68	\$ 60,988.57	\$ 63,173.25	\$ 2,184.68
	Total	\$ 57,666.72	\$ 60,541.38	\$ 2,874.66	\$ 189,663.52	\$ 199,790.67	\$ 10,127.15
Utilities	Net Income (Loss)	\$ (10,386.30)	\$ (9,924.74)	\$ (461.56)	\$ 611.70	\$ 2,676.21	\$ (2,064.51)
		<u>Revenue</u>	<u>Budget</u>	<u>Variance</u>	<u>Revenue</u>	<u>Budget</u>	<u>Variance</u>
30	HURF	\$ 10,119.51	\$ 15,493.97	\$ (5,374.46)	\$ 34,206.58	\$ 41,948.35	\$ (7,741.77)
		<u>Expense</u>	<u>Budget</u>	<u>Variance</u>	<u>Expense</u>	<u>Budget</u>	<u>Variance</u>
		\$ 10,119.51	\$ 10,738.09	\$ 618.58	\$ 34,206.58	\$ 33,650.55	\$ (556.03)
Road	Net Income (Loss)	-	\$ 4,755.88	\$ (4,755.88)	\$ -	\$ 8,297.80	\$ (8,297.80)
	Total Revenue	\$ 227,870.64			\$ 786,298.24		
	Less Total Expense	\$ 270,720.38			\$ 867,280.49		
	Net Income (Loss)	\$ (42,849.74)			\$ (80,982.25)		

Note: Even though the Town had a good revenue month, there were three pay periods, quarterly bills, and grant disbursements that were expensed this month.

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 10/1/2018 Through 10/31/2018

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Revenues								
Property Taxes	\$593.97	\$508.33	\$85.64	16.8 %	\$2,286.52	\$2,198.33	\$88.19	4.0 %
City Sales Taxes	110,308.93	66,500.00	43,808.93	65.9	341,224.53	313,700.00	27,524.53	8.8
State Sales Taxes	3,010.71	3,780.25	(769.54)	(20.4)	13,707.87	15,121.00	(1,413.13)	(9.3)
Urban Revenue Share	15,137.58	15,137.00	0.58	0.0	60,549.12	60,548.00	1.12	0.0
Vehicle License Tax	2,785.61	2,604.00	181.61	7.0	10,891.27	10,416.00	475.27	4.6
Fines and Forfeitures	7,639.80	5,000.00	2,639.80	52.8	23,702.55	20,000.00	3,702.55	18.5
Building Permits	50.00	58.33	(8.33)	(14.3)	750.00	1,033.36	(283.36)	(27.4)
Planning & Zoning Fees	730.00	318.33	411.67	129.3	1,270.00	833.36	436.64	52.4
Business Licenses	940.00	750.00	190.00	25.3	2,710.00	2,600.00	110.00	4.2
Commercial Filming Fees	0.00	0.00	0.00	0.0	0.00	125.00	(125.00)	(100.0)
Fire Dept Services Rev	370.00	425.00	(55.00)	(12.9)	690.00	1,375.00	(685.00)	(49.8)
Franchise Fees	4,290.13	3,700.00	590.13	15.9	8,205.50	5,200.00	3,005.50	57.8
Police Officer Safety Equip Rev	310.09	175.00	135.09	77.2	803.05	700.00	103.05	14.7
Police Services	365.00	300.00	65.00	21.7	1,117.00	1,225.00	(108.00)	(8.8)
Rents	6,568.51	6,543.50	25.01	0.4	26,529.04	26,174.00	355.04	1.4
Utility Reimbursements	302.54	375.00	(72.46)	(19.3)	1,274.39	1,500.00	(225.61)	(15.0)
Contributions	0.00	0.00	0.00	0.0	0.00	41.74	(41.74)	(100.0)
Library Contributions	355.00	333.33	21.67	6.5	2,610.00	1,333.36	1,276.64	95.7
Interest	107.02	20.83	86.19	413.8	276.34	83.36	192.98	231.5
Sale of Assets	2,814.35	1,973.33	841.02	42.6	2,988.46	2,981.70	6.76	0.2
Miscellaneous Revenues	238.04	203.33	34.71	17.1	6,017.08	1,953.36	4,063.72	208.0
Ins Dividends, Claims, Reimbursmts	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	54,213.72	54,214.00	(0.28)	0.0
Net Revenues	\$170,470.71	\$122,259.06	\$48,211.65	39.4 %	\$561,816.44	\$523,439.94	\$38,376.50	7.3 %
Net Income (Loss)	\$170,470.71	\$122,259.06	\$48,211.65	39.4 %	\$561,816.44	\$523,439.94	\$38,376.50	7.3 %

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 10/1/2018 Through 10/31/2018

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

	Current Period			Year To Date				
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Program Expenses								
Advertising, Printing, & Publishing	\$0.00	\$266.66	\$266.66	100.0 %	\$1,263.72	\$1,066.72	\$(197.00)	(18.5)%
Contract Services	371.77	400.00	28.23	7.1	1,619.19	1,600.00	(19.19)	(1.2)
Conventions and Seminars	0.00	0.00	0.00	0.0	0.00	83.37	83.37	100.0
Training & Education	0.00	125.00	125.00	100.0	362.00	500.00	138.00	27.6
Dues, Subs & Memberships	130.72	117.92	(12.80)	(10.9)	5,571.72	5,556.66	(15.06)	(0.3)
TPT Collection Fee Exp	0.00	0.00	0.00	0.0	1,091.48	1,107.00	15.52	1.4
Election expenses	0.00	0.00	0.00	0.0	663.25	680.00	16.75	2.5
Insurance	6,854.82	6,850.00	(4.82)	(0.1)	6,901.66	6,900.00	(1.66)	0.0
Insurance Deductible Exp	0.00	0.00	0.00	0.0	0.00	83.37	83.37	100.0
Legal Exp - Gen Gov	468.00	458.33	(9.67)	(2.1)	2,125.50	2,783.36	657.86	23.6
Miscellaneous	113.85	108.75	(5.10)	(4.7)	113.85	417.50	303.65	72.7
Bank Fees - Gen Admin	121.84	141.66	19.82	14.0	488.86	566.72	77.86	13.7
Bank Fees / Merch Svcs	467.62	450.00	(17.62)	(3.9)	2,253.91	2,300.00	46.09	2.0
Office Supplies	1,158.02	1,100.00	(58.02)	(5.3)	1,521.90	2,150.00	628.10	29.2
Copier & Equip Lease Expense	572.03	625.00	52.97	8.5	3,024.99	2,500.00	(524.99)	(21.0)
Software Support Exp - GG	1,299.41	940.00	(359.41)	(38.2)	1,740.52	2,000.00	259.48	13.0
Computer Hardware & Service	225.00	666.66	441.66	66.2	5,683.50	2,666.72	(3,016.78)	(113.1)
Operating Supplies - Gen Gov	215.84	215.33	(0.51)	(0.2)	694.53	465.36	(229.17)	(49.2)
Postage	263.88	333.33	69.45	20.8	1,612.52	1,333.36	(279.16)	(20.9)
Rep and Maint - Vehicles	0.00	0.00	0.00	0.0	0.00	41.74	41.74	100.0
Shuttle Expenses	193.18	83.33	(109.85)	(131.8)	735.62	333.36	(402.26)	(120.7)
Small Tools and Equipment	0.00	0.00	0.00	0.0	0.00	116.74	116.74	100.0
Telephone	398.87	416.66	17.79	4.3	1,459.57	1,666.72	207.15	12.4
Travel	62.35	41.66	(20.69)	(49.7)	193.92	166.72	(27.20)	(16.3)
Tourism 1% Bed Tax	5,064.10	5,084.16	20.06	0.4	5,132.30	5,918.56	786.26	13.3
Transfers Out	8,367.02	13,825.05	5,458.03	39.5	27,420.88	35,000.08	7,579.20	21.7
Total Program Expenses	\$26,348.32	\$32,249.50	\$5,901.18	18.3 %	\$71,675.39	\$78,004.06	\$6,328.67	8.1 %
General & Administrative Expenses								
Salaries and Wages	\$25,550.59	\$26,452.95	\$902.36	3.4 %	\$77,131.64	\$78,158.88	\$1,027.24	1.3 %
FICA Match	1,880.82	2,023.60	142.78	7.1	5,677.12	5,870.84	193.72	3.3
Retirement Match	1,834.70	1,847.40	12.70	0.7	5,401.81	5,442.26	40.45	0.7
Health/Life Insurance	4,788.69	4,874.50	85.81	1.8	14,366.07	14,523.60	157.53	1.1
Workers Compensation	277.00	436.25	159.25	36.5	579.00	872.50	293.50	33.6
Unemployment Insurance	5.78	6.33	0.55	8.7	85.28	92.33	7.05	7.6
Total General & Administrative Expenses	\$34,337.58	\$35,641.03	\$1,303.45	3.7 %	\$103,240.92	\$104,960.41	\$1,719.49	1.6 %

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 10/1/2018 Through 10/31/2018

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Total Expenses	\$60,685.90	\$67,890.53	\$7,204.63	10.6 %	\$174,916.31	\$182,964.47	\$8,048.16	4.4 %
Net Income (Loss)	\$(60,685.90)	\$(67,890.53)	\$7,204.63	10.6 %	(\$174,916.31)	\$(182,964.47)	\$8,048.16	4.4 %

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 10/1/2018 Through 10/31/2018

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Program Expenses								
Contract Services	\$84.07	\$322.24	\$238.17	73.9 %	\$1,807.47	\$1,772.24	\$(35.23)	(2.0)%
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	116.72	(272.99)	(233.9)
Dues and Subscriptions	9.00	9.49	0.49	5.2	9.00	30.36	21.36	70.4
Miscellaneous	0.00	75.00	75.00	100.0	0.00	100.00	100.00	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	65.44	83.33	17.89	21.5	261.60	333.36	71.76	21.5
Travel	0.00	66.66	66.66	100.0	251.14	266.72	15.58	5.8
Total Program Expenses	\$158.51	\$585.88	\$427.37	72.9 %	\$4,137.72	\$3,773.64	\$(364.08)	(9.6)%
General & Administrative Expenses								
Salaries and Wages	\$6,807.00	\$6,864.70	\$57.70	0.8 %	\$20,301.01	\$20,594.08	\$293.07	1.4 %
FICA and Medicare	520.74	525.10	4.36	0.8	1,553.04	1,575.34	22.30	1.4
Retirement	240.00	240.00	0.00	0.0	705.00	720.00	15.00	2.1
Worker's Compensation	67.00	72.00	5.00	6.9	137.00	144.00	7.00	4.9
Total General & Administrative Expenses	\$7,634.74	\$7,701.80	\$67.06	0.9 %	\$22,696.05	\$23,033.42	\$337.37	1.5 %
Total Expenses	\$7,793.25	\$8,287.68	\$494.43	6.0 %	\$26,833.77	\$26,807.06	\$(26.71)	(0.1)%
Net Income (Loss)	\$(7,793.25)	\$(8,287.68)	\$494.43	6.0 %	\$(26,833.77)	\$(26,807.06)	\$(26.71)	(0.1)%

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 10/1/2018 Through 10/31/2018

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

	Current Period			Year To Date				
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Program Expenses								
Advertising, Printing, & Publishing	\$0.00	\$0.00	\$0.00	0.0%	\$0.00	\$41.74	\$41.74	100.0%
Contract Services	184.38	150.00	(34.38)	(22.9)	738.38	500.00	(238.38)	(47.7)
Training & Education	190.00	199.98	9.98	5.0	190.00	366.72	176.72	48.2
Dispatch Fees	20.15	20.00	(0.15)	(0.8)	17,540.30	17,540.01	(0.29)	0.0
Dues and Subscriptions	0.00	0.00	0.00	0.0	0.00	41.74	41.74	100.0
Fuel	978.65	666.66	(311.99)	(46.8)	3,293.10	2,666.72	(626.38)	(23.5)
Prosecutor Exp	2,011.00	2,015.00	4.00	0.2	9,174.50	9,215.00	40.50	0.4
Miscellaneous	(3.94)	0.00	3.94	0.0	564.76	600.00	35.24	5.9
Software Service & Support	0.00	0.00	0.00	0.0	900.00	900.00	0.00	0.0
Computer Hardware & Service	3,475.65	3,475.00	(0.65)	0.0	7,351.65	7,375.00	23.35	0.3
Operating Supplies - Police	283.34	416.66	133.32	32.0	634.03	833.36	199.33	23.9
Postage	5.15	16.66	11.51	69.1	19.80	33.36	13.56	40.6
Rep and Maint - Vehicles	0.00	0.00	0.00	0.0	442.35	931.70	489.35	52.5
Rep and Maint - Equipment	0.00	0.00	0.00	0.0	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	215.75	210.00	(5.75)	(2.7)	1,768.72	1,760.00	(8.72)	(0.5)
Telephone	296.22	333.33	37.11	11.1	1,181.07	1,333.36	152.29	11.4
Uniforms	0.00	0.00	0.00	0.0	440.43	500.06	59.63	11.9
Operating Equipment	0.00	0.00	0.00	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
Total Program Expenses	\$7,656.35	\$7,503.29	\$(153.06)	(2.0)%	\$50,769.45	\$51,088.77	\$319.32	0.6%
General & Administrative Expenses								
Salaries and Wages	\$30,183.32	\$29,021.75	\$(1,161.57)	(4.0)%	\$90,429.14	\$87,065.30	\$(3,363.84)	(3.9)%
FICA and Medicare	2,247.71	2,220.10	(27.61)	(1.2)	6,737.25	6,660.34	(76.91)	(1.2)
Retirement	3,446.60	3,604.95	158.35	4.4	10,526.65	10,714.88	188.23	1.8
Health Insurance	4,573.68	4,610.75	37.07	0.8	13,721.04	13,782.30	61.26	0.4
Worker's Compensation	5,845.00	5,821.25	(23.75)	(0.4)	12,310.00	11,642.50	(667.50)	(5.7)
Unemployment	60.97	44.00	(16.97)	(38.6)	156.58	140.00	(16.58)	(11.8)
Total General & Administrative Expenses	\$46,357.28	\$45,322.80	\$(1,034.48)	(2.3)%	\$133,880.66	\$130,005.32	\$3,875.34	(3.0)%
Total Expenses	\$54,013.63	\$52,826.09	\$(1,187.54)	(2.2)%	\$184,650.11	\$181,094.09	\$3,556.02	(2.0)%
Net Income (Loss)	\$(54,013.63)	\$(52,826.09)	\$(1,187.54)	(2.2)%	\$(184,650.11)	\$(181,094.09)	\$3,556.02	(2.0)%

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 10/1/2018 Through 10/31/2018

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Program Expenses								
Contract Services	\$0.00	\$0.00	\$0.00	0.0 %	\$0.00	\$41.74	\$41.74	100.0 %
Training & Education	731.59	731.00	(0.59)	(0.1)	2,912.31	2,931.00	18.69	0.6
Dispatch Fees	484.08	462.50	(21.58)	(4.7)	1,936.32	1,850.00	(86.32)	(4.7)
Dues and Subscriptions	93.71	106.66	12.95	12.1	499.57	506.70	7.13	1.4
Fuel	470.77	458.33	(12.44)	(2.7)	1,662.42	1,833.36	170.94	9.3
Legal Exp - Fire	0.00	0.00	0.00	0.0	448.50	500.00	51.50	10.3
Medical Expenses	105.00	41.66	(63.34)	(152.0)	180.00	166.72	(13.28)	(8.0)
Medical Supplies Exp	489.02	333.33	(155.69)	(46.7)	1,099.84	1,333.36	233.52	17.5
Miscellaneous	0.00	0.00	0.00	0.0	0.00	125.00	125.00	100.0
Operating Supplies - Fire Dept	568.91	512.97	(55.94)	(10.9)	975.63	1,000.00	24.37	2.4
Rep and Maint - Vehicles	9,392.15	9,413.18	21.03	0.2	11,273.33	11,576.54	303.21	2.6
Rep and Maint - Equipment	1,678.08	1,649.32	(28.76)	(1.7)	1,865.08	2,166.72	301.64	13.9
Small Tools and Equipment	1,673.77	2,198.18	524.41	23.9	4,221.04	4,454.56	233.52	5.2
Telephone	170.38	416.66	246.28	59.1	1,033.22	1,666.72	633.50	38.0
Training Center Assessment	0.00	0.00	0.00	0.0	2,492.00	2,600.00	108.00	4.2
Total Program Expenses	\$15,857.46	\$16,323.79	\$466.33	2.9 %	\$30,599.26	\$32,752.42	\$2,153.16	6.6 %
General & Administrative Expenses								
Salaries and Wages	\$14,287.55	\$13,266.43	\$(1,021.12)	(7.7)%	\$36,508.65	\$38,862.12	\$2,353.47	6.1 %
Wildland Personnel	0.00	28,000.00	28,000.00	100.0	27,893.78	28,000.00	106.22	0.4
Volunteer Personnel	1,053.00	1,250.00	197.00	15.8	6,061.50	5,000.00	(1,061.50)	(21.2)
Firewise Personnel	1,606.00	4,911.11	3,305.11	67.3	4,875.00	4,911.11	36.11	0.7
Volunteer Employee Personnel	654.75	3,000.00	2,345.25	78.2	2,484.00	3,000.00	516.00	17.2
FICA and Medicare	1,213.35	2,956.67	1,743.32	59.0	5,013.57	5,081.57	68.00	1.3
Retirement	617.19	621.80	4.61	0.7	14,266.80	14,279.80	13.00	0.1
Health Insurance	1,804.00	1,848.92	44.92	2.4	6,133.60	6,195.68	62.08	1.0
Worker's Compensation	4,251.00	5,175.00	924.00	17.9	7,214.00	8,150.00	936.00	11.5
Unemployment	81.38	352.00	270.62	76.9	469.15	422.00	(47.15)	(11.2)
Total General & Administrative Expenses	\$25,568.22	\$61,381.93	\$35,813.71	58.3 %	\$110,920.05	\$113,902.28	\$2,982.23	2.6 %
Total Expenses	\$41,425.68	\$77,705.72	\$36,280.04	46.7 %	\$141,519.31	\$146,654.70	\$5,135.39	3.5 %
Net Income (Loss)	\$(41,425.68)	\$(77,705.72)	\$36,280.04	46.7 %	\$(141,519.31)	\$(146,654.70)	\$5,135.39	3.5 %

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 10/1/2018 Through 10/31/2018

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Program Expenses								
Contract Services	\$200.00	\$362.49	\$162.49	44.8 %	\$200.00	\$483.36	\$283.36	58.6 %
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	75.00	75.00	100.0	195.63	100.00	(95.63)	(95.6)
Operating Supplies - Library	884.78	858.32	(26.46)	(3.1)	2,833.24	1,845.88	(987.36)	(53.5)
Print and Non-Print Materials	0.00	324.16	324.16	100.0	2,388.63	1,296.72	(1,091.91)	(84.2)
Rep and Maint - Equipment	0.00	25.00	25.00	100.0	300.00	100.00	(200.00)	(200.0)
Small Tools and Equipment	25.98	30.33	4.35	14.3	135.07	349.03	213.96	61.3
Telephone	214.92	83.33	(131.59)	(157.9)	850.85	333.36	(517.49)	(155.2)
Travel	0.00	0.00	0.00	0.0	501.40	500.00	(1.40)	(0.3)
Total Program Expenses	\$1,325.68	\$1,758.63	\$432.95	24.6 %	\$7,404.82	\$5,225.09	\$(2,179.73)	(41.7)%
General & Administrative Expenses								
Salaries and Wages	\$7,451.66	\$7,142.00	\$(309.66)	(4.3)%	\$22,678.09	\$21,425.90	\$(1,252.19)	(5.8)%
FICA and Medicare	556.50	546.35	(10.15)	(1.9)	1,698.60	1,639.04	(59.56)	(3.6)
Retirement	384.00	384.00	0.00	0.0	1,126.46	1,152.00	25.54	2.2
Health Insurance	1,082.40	1,074.50	(7.90)	(0.7)	3,247.20	3,223.40	(23.80)	(0.7)
Worker's Compensation	82.00	82.50	0.50	0.6	156.00	165.00	9.00	5.5
Unemployment	72.18	50.00	(22.18)	(44.4)	226.62	185.00	(41.62)	(22.5)
Total General & Administrative Expenses	\$9,628.74	\$9,279.35	\$(349.39)	(3.8)%	\$29,132.97	\$27,790.34	\$(1,342.63)	(4.8)%
Total Expenses	\$10,954.42	\$11,037.98	\$83.56	0.8 %	\$36,537.79	\$33,015.43	\$(3,522.36)	(10.7)%
Net Income (Loss)	\$(10,954.42)	\$(11,037.98)	\$83.56	0.8 %	\$(36,537.79)	\$(33,015.43)	\$(3,522.36)	(10.7)%

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 10/1/2018 Through 10/31/2018

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Program Expenses								
Advertising, Printing, & Publishing	\$0.00	\$14.30	\$14.30	100.0 %	\$891.30	\$85.60	\$(805.70)	(941.2)%
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	624.00	641.66	17.66	2.8	2,515.50	2,505.72	(9.78)	(0.4)
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	0.00	0.00	0.00	0.0	76.88	41.74	(35.14)	(84.2)
Telephone	47.83	54.16	6.33	11.7	154.23	216.72	62.49	28.8
Travel	0.00	0.00	0.00	0.0	0.00	41.74	41.74	100.0
Total Program Expenses	\$671.83	\$710.12	\$38.29	5.4 %	\$3,663.06	\$3,250.14	\$(412.92)	(12.7)%
General & Administrative Expenses								
Salaries and Wages	\$5,493.17	\$6,464.54	\$971.37	15.0 %	\$15,967.44	\$17,058.16	\$1,090.72	6.4 %
FICA and Medicare	414.36	497.23	82.87	16.7	1,214.58	1,304.92	90.34	6.9
Retirement	350.02	369.58	19.56	5.3	836.51	868.74	32.23	3.7
Health Insurance	1,082.40	1,164.00	81.60	7.0	2,525.60	2,616.00	90.40	3.5
Worker's Compensation	118.00	82.50	(35.50)	(43.0)	267.00	165.00	(102.00)	(61.8)
Unemployment	19.95	20.00	0.05	0.3	191.35	185.00	(6.35)	(3.4)
Total General & Administrative Expenses	\$7,477.90	\$8,597.85	\$1,119.95	13.0 %	\$21,002.48	\$22,197.82	\$1,195.34	5.4 %
Total Expenses	\$8,149.73	\$9,307.97	\$1,158.24	12.4 %	\$24,665.54	\$25,447.96	\$782.42	3.1 %
Net Income (Loss)	\$(8,149.73)	\$(9,307.97)	\$1,158.24	12.4 %	\$(24,665.54)	\$(25,447.96)	\$782.42	3.1 %

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 10/1/2018 Through 10/31/2018

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Program Expenses								
Advertising, Printing, & Publishing	\$0.00	\$0.00	\$0.00	0.0 %	\$76.25	\$0.00	\$(76.25)	0.0 %
Fuel	5.16	4.16	(1.00)	(24.0)	23.32	16.72	(6.60)	(39.5)
Miscellaneous	0.00	0.00	0.00	0.0	48.12	62.53	14.41	23.0
Operating Supplies - Parks	21.09	41.66	20.57	49.4	43.89	83.36	39.47	47.3
R&M Building - Parks	0.00	0.00	0.00	0.0	0.00	8.37	8.37	100.0
Rep and Maint - Vehicles	94.36	98.33	3.97	4.0	478.34	473.36	(4.98)	(1.1)
Rep and Maint - Equipment	0.00	0.00	0.00	0.0	0.00	41.74	41.74	100.0
Rep and Maint - Infrastructure	12.74	13.33	0.59	4.4	12.74	346.70	333.96	96.3
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	60.20	66.72	6.52	9.8
Uniform Exp Parks	13.66	13.33	(0.33)	(2.5)	13.66	46.70	33.04	70.7
Utilities	192.40	179.16	(13.24)	(7.4)	935.61	716.72	(218.89)	(30.5)
Lease Payments	77.60	83.33	5.73	6.9	310.40	333.36	22.96	6.9
Total Program Expenses	\$432.06	\$449.96	\$17.90	4.0 %	\$2,063.49	\$2,279.68	\$216.19	9.5 %
General & Administrative Expenses								
Salaries and Wages	\$573.50	\$658.77	\$85.27	12.9 %	\$1,656.55	\$1,755.08	\$98.53	5.6 %
FICA and Medicare	43.40	48.54	5.14	10.6	125.69	134.16	8.47	6.3
Retirement	40.80	74.77	33.97	45.4	101.60	139.08	37.48	26.9
Health Insurance	121.94	194.69	72.75	37.4	290.78	369.76	78.98	21.4
Worker's Compensation	68.00	126.50	58.50	46.2	152.00	253.00	101.00	39.9
Unemployment	4.61	1.20	(3.41)	(284.2)	10.94	4.80	(6.14)	(127.9)
Total General & Administrative Expenses	\$852.25	\$1,104.47	\$252.22	22.8 %	\$2,337.56	\$2,655.88	\$318.32	12.0 %
Total Expenses	\$1,284.31	\$1,554.43	\$270.12	17.4 %	\$4,401.05	\$4,935.56	\$534.51	10.8 %
Net Income (Loss)	\$(1,284.31)	\$(1,554.43)	\$270.12	17.4 %	\$(4,401.05)	\$(4,935.56)	\$534.51	10.8 %

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 10/1/2018 Through 10/31/2018

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Program Expenses								
Advertising, Printing, & Publishing	\$0.00	\$0.00	\$0.00	0.0 %	\$76.25	\$0.00	\$(76.25)	0.0 %
Contract Services	991.61	1,166.66	175.05	15.0	1,983.22	2,333.40	350.18	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	5.16	4.16	(1.00)	(24.0)	69.93	16.72	(53.21)	(318.2)
Legal Exp - Properties	0.00	0.00	0.00	0.0	0.00	41.74	41.74	100.0
Miscellaneous	838.49	749.97	(88.52)	(11.8)	1,242.39	1,000.00	(242.39)	(24.2)
Operating Supplies - Properties	279.91	125.00	(154.91)	(123.9)	548.85	500.00	(48.85)	(9.8)
R&M Building - Properties	7,306.19	7,366.66	60.47	0.8	12,145.31	13,066.72	921.41	7.1
Rep and Maint - Vehicles	94.36	98.33	3.97	4.0	478.34	515.03	36.69	7.1
Rep and Maint - Equipment	0.00	0.00	0.00	0.0	0.00	41.74	41.74	100.0
Rep and Maint - Infrastructure	507.37	510.01	2.64	0.5	665.93	1,954.91	1,288.98	65.9
Small Tools and Equipment	13.11	83.32	70.21	84.3	74.07	166.72	92.65	55.6
Uniform Exp Properties	13.66	99.99	86.33	86.3	13.66	133.36	119.70	89.8
Utilities	3,257.38	3,833.33	575.95	15.0	17,882.51	15,333.36	(2,549.15)	(16.6)
Lease Payments	77.60	83.33	5.73	6.9	310.40	333.36	22.96	6.9
Total Program Expenses	\$13,384.84	\$14,120.76	\$735.92	5.2 %	\$35,490.86	\$35,866.30	\$375.44	1.0 %
General & Administrative Expenses								
Salaries and Wages	\$3,551.31	\$3,716.77	\$165.46	4.5 %	\$10,257.87	\$10,467.08	\$209.21	2.0 %
FICA and Medicare	268.70	307.85	39.15	12.7	778.28	831.40	53.12	6.4
Retirement	252.66	415.38	162.72	39.2	628.96	801.52	172.56	21.5
Health Insurance	755.16	893.23	138.07	15.5	1,800.78	1,944.92	144.14	7.4
Worker's Compensation	386.00	783.75	397.75	50.7	862.00	1,567.50	705.50	45.0
Unemployment	28.56	13.42	(15.14)	(112.8)	67.76	40.70	(27.06)	(66.5)
Total General & Administrative Expenses	\$5,242.39	\$6,130.40	\$888.01	14.5 %	\$14,395.65	\$15,653.12	\$1,257.47	8.0 %
Total Expenses	\$18,627.23	\$20,251.16	\$1,623.93	8.0 %	\$49,886.51	\$51,519.42	\$1,632.91	3.2 %
Net Income (Loss)	\$(18,627.23)	\$(20,251.16)	\$1,623.93	8.0 %	\$(49,886.51)	\$(51,519.42)	\$1,632.91	3.2 %

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 10/1/2018 Through 10/31/2018

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Revenues								
Water Usage Fees	\$14,819.87	\$15,916.66	\$(1,096.79)	(6.9)%	\$59,591.90	\$63,666.72	\$(4,074.82)	(6.4)%
Miscellaneous	285.52	250.00	35.52	14.2	760.52	1,000.00	(239.48)	(23.9)
Transfers In	941.67	941.66	0.01	0.0	3,766.68	3,766.72	(0.04)	0.0
Net Revenues	\$16,047.06	\$17,108.32	\$(1,061.26)	(6.2)%	\$64,119.10	\$68,433.44	\$(4,314.34)	(6.3)%
Program Expenses								
Advertising, Printing, & Publishing	\$0.00	\$0.00	\$0.00	0.0 %	\$76.30	\$0.00	\$(76.30)	0.0 %
Contract Services	900.00	611.95	(288.05)	(47.1)	7,868.49	6,104.40	(1,764.09)	(28.9)
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	57.50	59.98	2.48	4.1	57.50	226.72	169.22	74.6
Equipment Rentals	0.00	0.00	0.00	0.0	0.00	25.00	25.00	100.0
Fuel	149.36	200.00	50.64	25.3	623.59	800.00	176.41	22.1
Insurance	2,705.85	2,705.00	(0.85)	0.0	2,724.34	2,725.00	0.66	0.0
Legal Exp - Water	0.00	0.00	0.00	0.0	312.00	415.06	103.06	24.8
Miscellaneous	7.62	23.58	15.96	67.7	95.76	94.36	(1.40)	(1.5)
Software Support Exp - Water	1,240.81	1,208.33	(32.48)	(2.7)	1,240.81	1,416.70	175.89	12.4
Operating Supplies - Water	122.10	250.00	127.90	51.2	752.44	1,000.00	247.56	24.8
R&M Building - Water	0.00	0.00	0.00	0.0	0.00	25.00	25.00	100.0
Rep and Maint - Vehicles	94.41	208.33	113.92	54.7	746.64	833.36	86.72	10.4
Rep and Maint - Equipment	0.00	0.00	0.00	0.0	0.00	416.74	416.74	100.0
Rep and Maint - Infrastructure	41.43	56.05	14.62	26.1	1,050.57	2,661.60	1,611.03	60.5
Service Tests/System Testing	15.00	0.00	(15.00)	0.0	909.00	700.00	(209.00)	(29.9)
Small Tools and Equipment	97.93	108.33	10.40	9.6	236.25	525.03	288.78	55.0
Telephone Exp - Water	68.47	83.33	14.86	17.8	281.74	333.36	51.62	15.5
DWR Fee Exp	0.00	0.00	0.00	0.0	0.00	75.00	75.00	100.0
Uniform Exp Water	13.67	99.99	86.32	86.3	13.67	133.36	119.69	89.7
Utilities Exp - Water	38.31	41.66	3.35	8.0	189.14	166.72	(22.42)	(13.4)
Administrative Charge	4,204.21	4,204.25	0.04	0.0	16,816.84	16,817.00	0.16	0.0
Lease Payments	271.59	500.00	228.41	45.7	1,086.36	2,000.00	913.64	45.7
Total Program Expenses	\$10,028.26	\$10,360.78	\$332.52	3.2 %	\$35,081.44	\$37,607.02	\$2,525.58	6.7 %
General & Administrative Expenses								
Salaries and Wages	\$6,594.42	\$6,792.31	\$197.89	2.9 %	\$18,478.63	\$18,769.24	\$290.61	1.5 %
FICA and Medicare	499.24	546.62	47.38	8.7	1,402.25	1,456.48	54.23	3.7

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 10/1/2018 Through 10/31/2018

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Retirement	445.67	479.92	34.25	7.1	1,109.44	1,153.68	44.24	3.8
Health Insurance	1,332.08	1,434.08	102.00	7.1	3,176.48	3,286.32	109.84	3.3
Worker's Compensation	912.00	1,382.75	470.75	34.0	2,073.00	2,765.50	692.50	25.0
Unemployment	59.40	13.91	(45.49)	(327.0)	130.00	64.64	(65.36)	(101.1)
Total General & Administrative Expenses	\$9,842.81	\$10,649.59	\$806.78	7.6 %	\$26,369.80	\$27,495.86	\$1,126.06	4.1 %
Total Expenses	\$19,871.07	\$21,010.37	\$1,139.30	5.4 %	\$61,451.24	\$65,102.88	\$3,651.64	5.6 %
Net Income (Loss)	\$(3,824.01)	\$(3,902.05)	\$78.04	2.0 %	\$2,667.86	\$3,330.56	\$(662.70)	(19.9)%

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 10/1/2018 Through 10/31/2018

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Revenues								
Sewer Usage Fees	\$15,028.25	\$16,750.00	\$(1,721.75)	(10.3)%	\$60,930.96	\$67,000.00	\$(6,069.04)	(9.1)%
Interest and Investment Earnings	0.00	8.33	(8.33)	(100.0)	12.14	33.36	(21.22)	(63.6)
Transfers In	483.33	483.33	0.00	0.0	1,933.32	1,933.36	(0.04)	0.0
Net Revenues	\$15,511.58	\$17,241.66	\$(1,730.08)	(10.0)%	\$62,876.42	\$68,966.72	\$(6,090.30)	(8.8)%
Program Expenses								
Advertising, Printing, & Publishing	\$0.00	\$0.00	\$0.00	0.0 %	\$76.30	\$0.00	\$(76.30)	0.0 %
Contract Services	3,200.00	3,200.00	0.00	0.0	12,800.00	12,800.00	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	149.37	175.00	25.63	14.6	623.62	700.00	76.38	10.9
Insurance	3,066.63	3,066.00	(0.63)	0.0	3,087.58	3,087.00	(0.58)	0.0
Legal Exp - Sewer	0.00	0.00	0.00	0.0	0.00	20.87	20.87	100.0
Miscellaneous	0.00	23.83	23.83	100.0	86.40	95.36	8.96	9.4
Software Support Exp - Sewer	1,240.81	1,249.98	9.17	0.7	1,240.81	1,458.35	217.54	14.9
Operating Supplies - Sewer	37.47	40.00	2.53	6.3	5,194.58	5,360.00	165.42	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	94.41	200.00	105.59	52.8	478.64	800.00	321.36	40.2
Rep and Maint - Equipment	280.26	300.00	19.74	6.6	1,043.23	1,600.00	556.77	34.8
Rep and Maint - Infrastructure	186.52	263.33	76.81	29.2	1,009.67	2,433.36	1,423.69	58.5
Service Tests/System Testing	863.40	733.33	(130.07)	(17.7)	4,609.00	3,966.69	(642.31)	(16.2)
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	265.94	300.00	34.06	11.4
Uniform Exp Sewer	13.67	14.33	0.66	4.6	13.67	47.70	34.03	71.3
Utilities	249.43	166.66	(82.77)	(49.7)	1,159.02	666.72	(492.30)	(73.8)
Administrative Charge	4,204.21	4,204.25	0.04	0.0	16,816.84	16,817.00	0.16	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	1,086.36	2,000.00	913.64	45.7
Total Program Expenses	\$13,926.20	\$14,211.71	\$285.51	2.0 %	\$53,245.50	\$56,357.40	\$3,111.90	5.5 %
General & Administrative Expenses								
Salaries and Wages	\$3,396.90	\$3,898.69	\$501.79	12.9 %	\$9,811.88	\$10,394.76	\$582.88	5.6 %
FICA and Medicare	257.02	299.77	42.75	14.3	744.46	790.08	45.62	5.8
Retirement	241.67	306.00	64.33	21.0	601.60	667.00	65.40	9.8

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 10/1/2018 Through 10/31/2018

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Health Insurance	722.32	760.77	38.45	5.1	1,722.46	1,768.08	45.62	2.6
Worker's Compensation	463.00	749.75	286.75	38.2	1,033.00	1,499.50	466.50	31.1
Unemployment	27.32	8.42	(18.90)	(224.5)	64.81	37.72	(27.09)	(71.8)
Total General & Administrative Expenses	\$5,108.23	\$6,023.40	\$915.17	15.2 %	\$13,978.21	\$15,157.14	\$1,178.93	7.8 %
Total Expenses	\$19,034.43	\$20,235.11	\$1,200.68	5.9 %	\$67,223.71	\$71,514.54	\$4,290.83	6.0 %
Net Income (Loss)	\$(3,522.85)	\$(2,993.45)	\$(529.40)	(17.7)%	\$(4,347.29)	\$(2,547.82)	\$(1,799.47)	(70.6)%

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 10/1/2018 Through 10/31/2018

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Revenues								
Sanitation Usage Fees	\$15,413.45	\$16,000.00	\$(586.55)	(3.7)%	\$62,421.38	\$64,000.00	\$(1,578.62)	(2.5)%
Miscellaneous	125.00	83.33	41.67	50.0	125.00	333.36	(208.36)	(62.5)
Transfers In	183.33	183.33	0.00	0.0	733.32	733.36	(0.04)	0.0
Net Revenues	\$15,721.78	\$16,266.66	\$(544.88)	(3.3)%	\$63,279.70	\$65,066.72	\$(1,787.02)	(2.7)%
Program Expenses								
Advertising, Printing, & Publishing	\$0.00	\$0.00	\$0.00	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	480.00	733.36	253.36	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	647.22	716.66	69.44	9.7	2,879.40	2,866.72	(12.68)	(0.4)
Insurance	3,607.80	3,605.00	(2.80)	(0.1)	3,632.45	3,630.00	(2.45)	(0.1)
Landfill Tipping Fees	0.00	0.00	0.00	0.0	5,410.80	5,875.03	464.23	7.9
Miscellaneous	0.00	0.00	0.00	0.0	48.14	115.03	66.89	58.2
Software Support Exp - Trash	1,240.81	1,299.98	59.17	4.6	1,240.81	1,466.72	225.91	15.4
Operating Supplies - Trash	21.10	41.66	20.56	49.4	43.90	83.36	39.46	47.3
R&M Building - Trash	0.00	0.00	0.00	0.0	0.00	12.50	12.50	100.0
Rep and Maint - Vehicles	138.13	140.00	1.87	1.3	1,509.23	2,140.00	630.77	29.5
Rep and Maint - Equipment	0.00	0.00	0.00	0.0	0.00	291.74	291.74	100.0
R&M Trash - Infrastructure	12.75	0.00	(12.75)	0.0	12.75	0.00	(12.75)	0.0
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	273.68	300.00	26.32	8.8
Uniform Exp Trash	13.67	14.99	1.32	8.8	13.67	48.36	34.69	71.7
Administrative Charge	4,204.21	4,204.25	0.04	0.0	16,816.84	16,817.00	0.16	0.0
Transfers Out	0.00	0.00	0.00	0.0	5,000.00	5,000.00	0.00	0.0
Total Program Expenses	\$10,074.08	\$10,280.87	\$206.79	2.0 %	\$37,498.96	\$39,746.63	\$2,247.67	5.7 %
General & Administrative Expenses								
Salaries and Wages	\$5,404.16	\$5,534.23	\$130.07	2.4 %	\$15,609.79	\$15,746.92	\$137.13	0.9 %
FICA and Medicare	408.91	476.23	67.32	14.1	1,184.36	1,258.92	74.56	5.9
Retirement	384.47	527.69	143.22	27.1	957.09	1,110.76	153.67	13.8
Health Insurance	1,149.14	1,272.08	122.94	9.7	2,740.28	2,866.32	126.04	4.4
Worker's Compensation	1,297.00	1,192.75	(104.25)	(8.7)	2,895.00	2,385.50	(509.50)	(21.4)
Unemployment	43.46	12.05	(31.41)	(260.7)	103.09	58.20	(44.89)	(77.1)
Total General & Administrative Expenses	\$8,667.14	\$9,015.03	\$327.89	3.6 %	\$23,489.61	\$23,426.62	\$(62.99)	(0.3)%

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 10/1/2018 Through 10/31/2018

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Total Expenses	\$18,761.22	\$19,295.90	\$534.68	2.8 %	\$60,988.57	\$63,173.25	\$2,184.68	3.5 %
Net Income (Loss)	\$(3,039.44)	\$(3,029.24)	\$(10.20)	(0.3)%	\$2,291.13	\$1,893.47	\$397.66	21.0 %

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 10/1/2018 Through 10/31/2018
Fund: (3) Road

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Revenues								
HURF Revenue	\$3,341.97	\$3,285.00	\$56.97	1.7 %	\$13,147.49	\$13,140.00	\$7.49	0.1 %
Interest and Investment Earnings	18.85	15.00	3.85	25.7	71.53	60.00	11.53	19.2
Transfers In	6,758.69	12,193.97	(5,435.28)	(44.6)	20,987.56	28,748.35	(7,760.79)	(27.0)
Net Revenues	\$10,119.51	\$15,493.97	\$(5,374.46)	(34.7)%	\$34,206.58	\$41,948.35	\$(7,741.77)	(18.5)%
Program Expenses								
Advertising, Printing, & Publishing	\$0.00	\$0.00	\$0.00	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	5.17	0.00	(5.17)	0.0	23.34	0.00	(23.34)	0.0
Insurance	1,803.90	1,803.00	(0.90)	0.0	1,816.22	1,816.00	(0.22)	0.0
Miscellaneous	0.00	0.00	0.00	0.0	48.14	109.31	61.17	56.0
Operating Supplies - HURF	21.12	21.66	0.54	2.5	195.30	168.38	(26.92)	(16.0)
Public Restroom Supplies	0.00	0.00	0.00	0.0	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	94.43	100.00	5.57	5.6	478.59	500.00	21.41	4.3
Rep and Maint - Equipment	0.00	0.00	0.00	0.0	0.00	29.24	29.24	100.0
Rep and Maint - Infrastructure	38.93	40.72	1.79	4.4	2,686.88	2,786.24	99.36	3.6
Small Tools and Equipment	0.00	41.66	41.66	100.0	133.93	166.72	32.79	19.7
Street Lights	987.37	1,041.66	54.29	5.2	3,951.04	4,166.72	215.68	5.2
Street Supplies	0.00	0.00	0.00	0.0	258.65	500.00	241.35	48.3
Telephone	15.05	16.66	1.61	9.7	60.20	66.72	6.52	9.8
Uniform Exp - HURF	13.65	14.16	0.51	3.6	13.65	43.40	29.75	68.5
Administrative Charge	940.80	940.83	0.03	0.0	3,763.20	3,763.36	0.16	0.0
Lease Payments	77.58	78.33	0.75	1.0	310.32	1,175.32	865.00	73.6
Total Program Expenses	\$3,998.00	\$4,098.68	\$100.68	2.5 %	\$17,400.78	\$18,103.91	\$703.13	3.9 %
General & Administrative Expenses								
Salaries and Wages	\$4,525.85	\$4,693.69	\$167.84	3.6 %	\$12,874.57	\$11,274.76	\$(1,599.81)	(14.2)%
FICA and Medicare	343.83	367.84	24.01	6.5	979.70	871.36	(108.34)	(12.4)
Retirement	204.00	289.92	85.92	29.6	507.83	595.68	87.85	14.7
Health Insurance	609.76	647.77	38.01	5.9	1,454.02	1,496.08	42.06	2.8
Worker's Compensation	415.00	633.00	218.00	34.4	911.00	1,266.00	355.00	28.0
Unemployment	23.07	7.19	(15.88)	(220.9)	78.68	42.76	(35.92)	(84.0)
Total General & Administrative Expenses	\$6,121.51	\$6,639.41	\$517.90	7.8 %	\$16,805.80	\$15,546.64	\$(1,259.16)	(8.1)%
Total Expenses	\$10,119.51	\$10,738.09	\$618.58	5.8 %	\$34,206.58	\$33,650.55	\$(556.03)	(1.7)%

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 10/1/2018 Through 10/31/2018

Fund: (3) Road

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Net Income (Loss)	\$0.00	\$4,755.88	\$(4,755.88)	(100.0)%	\$0.00	\$8,297.80	\$(8,297.80)	(100.0)%

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

Ledger as of : 10/1/2018 to 10/31/2018

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
VENDOR: 1002 - XEROX FINANCIAL SERVICES											
101018E 020-0098114-001, 1319531 GG 9/19-	10/09/18	10/09/18	11/08/18	1.11.6191 - Copier & Equip Lease Expe	\$321.03	\$0.00	\$321.03	10/09/18	9412	ASCUC†	\$0.00
				INVOICE 101018E TOTALS:	\$321.03	\$0.00	\$321.03				\$0.00
				XEROX FINANCIAL SERVICES TOTALS:	\$321.03	\$0.00	\$321.03				\$0.00
VENDOR: 1008 - MCI COMM SERVICE											
101818M 6N294147 928 649 3034 FD	10/18/18	10/18/18	11/07/18	1.14.6265 - Telephone	\$34.27	\$0.00	\$34.27	10/18/18	9439	ASCUC†	\$0.00
				INVOICE 101818M TOTALS:	\$34.27	\$0.00	\$34.27				\$0.00
				MCI COMM SERVICE TOTALS:	\$34.27	\$0.00	\$34.27				\$0.00
VENDOR: 1009 - JAMIE SHEA											
101718E reimbursement LB	10/16/18	10/16/18	11/15/18	1.15.6195 - Operating Supplies - Librar	\$468.80	\$0.00	\$468.80	10/16/18	9421	ASCUC†	\$0.00
				INVOICE 101718E TOTALS:	\$468.80	\$0.00	\$468.80				\$0.00
				JAMIE SHEA TOTALS:	\$468.80	\$0.00	\$468.80				\$0.00
VENDOR: 1014 - KAESER & BLAIR, INCORPORATED											
CR-0000001 80508325 PD	10/03/18	10/03/18	10/27/18	1.13.6185 - Miscellaneous	(\$568.70)	\$0.00	(\$568.70)	10/03/18		ASCUC†	\$0.00
				INVOICE CR-0000001 TOTALS:	(\$568.70)	\$0.00	(\$568.70)				\$0.00
100418BB 80508325 PD	10/04/18	10/04/18	11/03/18	1.13.6185 - Miscellaneous	\$564.76	\$0.00	\$564.76	10/04/18	9378	ASCUC†	\$0.00
				INVOICE 100418BB TOTALS:	\$564.76	\$0.00	\$564.76				\$0.00
				KAESER & BLAIR, INCORPORATED TOTALS:	(\$3.94)	\$0.00	(\$3.94)				\$0.00
VENDOR: 1015 - UNICATION USA, INC											
100418O 9348 FD	10/04/18	10/04/18		1.14.6225 - Rep and Maint - Equipment	\$89.00	\$0.00	\$89.00	10/24/18		ASCUC†	(\$89.00)
				1.14.6225 - Rep and Maint - Equipment	\$89.00	\$0.00	\$89.00	10/04/18	9379	ASCUC†	\$0.00
				1.14.6225 - Rep and Maint - Equipment	(\$89.00)	\$0.00	(\$89.00)	10/24/18	9379	ASCUC†	\$89.00
				INVOICE 100418O TOTALS:	\$89.00	\$0.00	\$89.00				\$0.00
CR-0000001 9348 FD	10/24/18	10/24/18	10/19/18	1.14.6225 - Rep and Maint - Equipment	(\$89.00)	\$0.00	(\$89.00)	10/24/18		ASCUC†	\$0.00
				INVOICE CR-0000001 TOTALS:	(\$89.00)	\$0.00	(\$89.00)				\$0.00
				UNICATION USA, INC TOTALS:	\$0.00	\$0.00	\$0.00				\$0.00

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

Ledger as of : 10/1/2018 to 10/31/2018

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
VENDOR: 1016 - COMPLETE INTEGRATED SOLUTIONS											
100418MM 40747 PD	10/04/18	10/04/18	11/03/18	1.13.6193 - Computer Hardware & Sen	\$3,475.65	\$0.00	\$3,475.65	10/04/18	9380	ASCUC†	\$0.00
				INVOICE 100418MM TOTALS:	\$3,475.65	\$0.00	\$3,475.65				\$0.00
				COMPLETE INTEGRATED SOLUTIONS TOTALS:	\$3,475.65	\$0.00	\$3,475.65				\$0.00
VENDOR: 1017 - YAVAPAI COUNTY EDUCATIONAL SVS											
101018C 18-063 LB	10/09/18	10/09/18	11/08/18	1.15.6110 - Contract Services	\$200.00	\$0.00	\$200.00	10/09/18	9413	ASCUC†	\$0.00
				INVOICE 101018C TOTALS:	\$200.00	\$0.00	\$200.00				\$0.00
				YAVAPAI COUNTY EDUCATIONAL SVS TOTALS:	\$200.00	\$0.00	\$200.00				\$0.00
VENDOR: 1018 - FIBERQUANT, INC											
101718B 201808706Q CDBG SSP	10/16/18	10/16/18	11/15/18	5.40.6103 - Operating Grants Exp	\$550.00	\$0.00	\$550.00	10/16/18	9422	ASCUC†	\$0.00
201808708Q CDBG SSP				5.40.6103 - Operating Grants Exp	\$550.00	\$0.00	\$550.00	10/16/18	9422	ASCUC†	\$0.00
201808709Q CDBG SSP				5.40.6103 - Operating Grants Exp	\$550.00	\$0.00	\$550.00	10/16/18	9422	ASCUC†	\$0.00
				INVOICE 101718B TOTALS:	\$1,650.00	\$0.00	\$1,650.00				\$0.00
				FIBERQUANT, INC TOTALS:	\$1,650.00	\$0.00	\$1,650.00				\$0.00
VENDOR: 1019 - ARROWHEAD GARAGE DOORS											
101718J garage door openers prop	10/16/18	10/16/18	11/15/18	1.18.6215 - R&M Building - Properties	\$6,000.00	\$0.00	\$6,000.00	10/16/18	9423	ASCUC†	\$0.00
				INVOICE 101718J TOTALS:	\$6,000.00	\$0.00	\$6,000.00				\$0.00
				ARROWHEAD GARAGE DOORS TOTALS:	\$6,000.00	\$0.00	\$6,000.00				\$0.00
VENDOR: 1020 - AMERICAN TECHNOLOGIES, INC											
101818T 106077 AU79117708-001	10/18/18	10/18/18	11/17/18	6.70.6185 - Misc Exp - Cap Grants	\$13,467.71	\$0.00	\$13,467.71	10/18/18	9440	ASCUC†	\$0.00
106077 AU79117708-001				7.25.6295 - Expense - GF Contingencie	\$2,182.29	\$0.00	\$2,182.29	10/18/18	9440	ASCUC†	\$0.00
				INVOICE 101818T TOTALS:	\$15,650.00	\$0.00	\$15,650.00				\$0.00
102518O 106077, AS49119524-001 prop	10/25/18	10/25/18	11/24/18	1.18.6185 - Miscellaneous	\$800.00	\$0.00	\$800.00	10/25/18	9463	ASCUC†	\$0.00
				INVOICE 102518O TOTALS:	\$800.00	\$0.00	\$800.00				\$0.00
				AMERICAN TECHNOLOGIES, INC TOTALS:	\$16,450.00	\$0.00	\$16,450.00				\$0.00
VENDOR: 109 - AFLAC											
102418L Acct # DN513, Inv. 675072	10/24/18	10/24/18	10/24/18	1.10.2405 - AFLAC	\$214.51	\$0.00	\$214.51	10/24/18	9448	ASCUC†	\$0.00

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

Ledger as of : 10/1/2018 to 10/31/2018

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
INVOICE 102418L TOTALS:					\$214.51	\$0.00	\$214.51				\$0.00
VENDOR: 113 - ALL-MED EQUIPMENT & SERVICES											
101018G 516719 FD	10/09/18	10/09/18	10/09/18	1.14.6181 - Medical Supplies Exp	\$115.20	\$0.00	\$115.20	10/09/18	9414	ASCUCF	\$0.00
INVOICE 101018G TOTALS:					\$115.20	\$0.00	\$115.20				\$0.00
ALL-MED EQUIPMENT & SERVICES TOTALS:					\$115.20	\$0.00	\$115.20				\$0.00
VENDOR: 118 - VOCE TELECOM											
102418D 208461, 182880070 PD	10/24/18	10/24/18	10/24/18	1.13.6265 - Telephone	\$12.71	\$0.00	\$12.71	10/24/18	9449	ASCUCF	\$0.00
INVOICE 102418D TOTALS:					\$12.71	\$0.00	\$12.71				\$0.00
VOCE TELECOM TOTALS:					\$12.71	\$0.00	\$12.71				\$0.00
VENDOR: 119 - APS											
100418N 943806 roof	10/04/18	10/04/18	10/19/18	1.18.6285 - Utilities	\$14.37	\$0.00	\$14.37	10/04/18	9381	ASCUCF	\$0.00
INVOICE 100418N TOTALS:					\$14.37	\$0.00	\$14.37				\$0.00
102418A 149044 street lights	10/24/18	10/24/18	11/08/18	3.30.6255 - Street Lights	\$987.37	\$0.00	\$987.37	10/24/18	9450	ASCUCF	\$0.00
INVOICE 102418A TOTALS:					\$987.37	\$0.00	\$987.37				\$0.00
A.P.S.-22											
0421621 Fire station	10/31/18	10/31/18	11/15/18	1.18.6285 - Utilities	\$476.02	\$0.00	\$476.02	10/31/18	9465	ASCUCF	\$0.00
2353720 FD gulch				1.18.6285 - Utilities	\$40.82	\$0.00	\$40.82	10/31/18	9465	ASCUCF	\$0.00
2383901 Upper park				1.17.6285 - Utilities	\$49.46	\$0.00	\$49.46	10/31/18	9465	ASCUCF	\$0.00
5613490 Upper park 2				1.17.6285 - Utilities	\$61.58	\$0.00	\$61.58	10/31/18	9465	ASCUCF	\$0.00
8468241 Middle park				1.17.6285 - Utilities	\$41.39	\$0.00	\$41.39	10/31/18	9465	ASCUCF	\$0.00
0024200 Lower park				1.17.6285 - Utilities	\$39.97	\$0.00	\$39.97	10/31/18	9465	ASCUCF	\$0.00
3216010 Hotel Jerome				1.18.6285 - Utilities	\$81.93	\$0.00	\$81.93	10/31/18	9465	ASCUCF	\$0.00
2839800 Ghost Pepper				1.18.6285 - Utilities	\$89.84	\$0.00	\$89.84	10/31/18	9465	ASCUCF	\$0.00
1976520 Co-op				1.18.6285 - Utilities	\$185.47	\$0.00	\$185.47	10/31/18	9465	ASCUCF	\$0.00
7575770 Civic Center				1.18.6285 - Utilities	\$1,136.98	\$0.00	\$1,136.98	10/31/18	9465	ASCUCF	\$0.00
6506951 PD				1.18.6285 - Utilities	\$160.29	\$0.00	\$160.29	10/31/18	9465	ASCUCF	\$0.00
4246290 WWTP				2.51.6285 - Utilities	\$249.43	\$0.00	\$249.43	10/31/18	9465	ASCUCF	\$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	\$96.25	\$0.00	\$96.25	10/31/18	9465	ASCUCF	\$0.00
8061950 Sunshine Hill water tank				2.50.6285 - Utilities Exp - Water	\$38.31	\$0.00	\$38.31	10/31/18	9465	ASCUCF	\$0.00
INVOICE A.P.S.-22 TOTALS:					\$2,747.74	\$0.00	\$2,747.74				\$0.00

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

Ledger as of : 10/1/2018 to 10/31/2018

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
VENDOR: 120 - ARROW EXPRESS											
102418F Sewer sample shipping - 109408	10/24/18	10/24/18	11/23/18	2.51.6240 - Service Tests/System Testi INVOICE 102418F TOTALS:	\$45.00 \$45.00	\$0.00 \$0.00	\$45.00 \$45.00	10/24/18	9451	ASCUC†	\$0.00 \$0.00
ARROW EXPRESS TOTALS:					\$45.00	\$0.00	\$45.00				\$0.00
VENDOR: 122 - AT&T											
102418E 287251435682x10152018 PD	10/24/18	10/24/18	11/23/18	1.13.6265 - Telephone INVOICE 102418E TOTALS:	\$46.18 \$46.18	\$0.00 \$0.00	\$46.18 \$46.18	10/24/18	9452	ASCUC†	\$0.00 \$0.00
AT&T TOTALS:					\$46.18	\$0.00	\$46.18				\$0.00
VENDOR: 124 - QLT CONSUMER LEASE SERVICES											
100418CC Equipment lease, Sept - Dec PD	10/04/18	10/04/18	11/03/18	1.13.6120 - Dispatch Fees INVOICE 100418CC TOTALS:	\$20.15 \$20.15	\$0.00 \$0.00	\$20.15 \$20.15	10/04/18	9382	ASCUC†	\$0.00 \$0.00
QLT CONSUMER LEASE SERVICES TOTALS:					\$20.15	\$0.00	\$20.15				\$0.00
VENDOR: 135 - AMRRP - WC											
AMRRP-WC-4 Premium - GG Premium - CT Premium - PD Premium - FD Premium - LB Premium - PZ Premium - parks Premium - prop Premium - KJAW Premium - water Premium - sewer Premium - trash Premium - HURF	10/03/18	10/03/18	10/03/18	1.11.5013 - Workers Compensation 1.12.5013 - Worker's Compensation 1.13.5013 - Worker's Compensation 1.14.5013 - Worker's Compensation 1.15.5013 - Worker's Compensation 1.16.5013 - Worker's Compensation 1.17.5013 - Worker's Compensation 1.18.5013 - Worker's Compensation 1.19.5013 - DO NOT USE 2.50.5013 - Worker's Compensation 2.51.5013 - Worker's Compensation 2.52.5013 - Worker's Compensation 3.30.5013 - Worker's Compensation INVOICE AMRRP-WC-4 TOTALS:	\$277.00 \$67.00 \$5,845.00 \$4,251.00 \$82.00 \$118.00 \$68.00 \$386.00 \$0.00 \$912.00 \$463.00 \$1,297.00 \$415.00 \$14,181.00	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00	\$277.00 \$67.00 \$5,845.00 \$4,251.00 \$82.00 \$118.00 \$68.00 \$386.00 \$0.00 \$912.00 \$463.00 \$1,297.00 \$415.00 \$14,181.00	10/04/18 10/04/18 10/04/18 10/04/18 10/04/18 10/04/18 10/04/18 10/04/18 10/04/18 10/04/18 10/04/18 10/04/18 10/04/18	9383 9383 9383 9383 9383 9383 9383 9383 9383 9383 9383 9383 9383	ASCUC† ASCUC† ASCUC† ASCUC† ASCUC† ASCUC† ASCUC† ASCUC† ASCUC† ASCUC† ASCUC† ASCUC† ASCUC†	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00
AMRRP - WC TOTALS:					\$14,181.00	\$0.00	\$14,181.00				\$0.00
VENDOR: 141 - ARIZONA SUPREME COURT											
101718G 5367 CT	10/16/18	10/16/18	10/16/18	1.12.6125 - Dues and Subscriptions	\$9.00	\$0.00	\$9.00	10/16/18	9424	ASCUC†	\$0.00

*V - Denotes Voided Check Entries

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

Ledger as of : 10/1/2018 to 10/31/2018

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
INVOICE 101718G TOTALS:											
					\$9.00	\$0.00	\$9.00				\$0.00
ARIZONA SUPREME COURT TOTALS:											
					\$9.00	\$0.00	\$9.00				\$0.00
VENDOR: 151 - BEDROCK LANDSCAPE MATERIALS											
1017181	10/16/18	10/16/18	11/15/18	1.18.6230 - Rep and Maint - Infrastruct	\$158.56	\$0.00	\$158.56	10/16/18	9425	ASCUC†	\$0.00
122149 prop					\$158.56	\$0.00	\$158.56				\$0.00
INVOICE 101718I TOTALS:											
					\$158.56	\$0.00	\$158.56				\$0.00
BEDROCK LANDSCAPE MATERIALS TOTALS:											
					\$158.56	\$0.00	\$158.56				\$0.00
VENDOR: 155 - RUSSEL BLAIR											
100318F	10/03/18	10/03/18	10/03/18	1.10.2999 - Suspense Account	\$55.00	\$0.00	\$55.00	10/04/18	9384	ASCUC†	\$0.00
reimbursement for Amazon credits					\$55.00	\$0.00	\$55.00				\$0.00
INVOICE 100318F TOTALS:											
					\$55.00	\$0.00	\$55.00				\$0.00
RUSSEL BLAIR TOTALS:											
					\$55.00	\$0.00	\$55.00				\$0.00
VENDOR: 157 - BOUND TREE MEDICAL, LLC											
100318D	10/03/18	10/03/18	11/02/18	1.14.6181 - Medical Supplies Exp	\$243.80	\$0.00	\$243.80	10/04/18	9385	ASCUC†	\$0.00
103795, 82990608 FD					\$243.80	\$0.00	\$243.80				\$0.00
INVOICE 100318D TOTALS:											
					\$243.80	\$0.00	\$243.80				\$0.00
BOUND TREE MEDICAL, LLC TOTALS:											
					\$243.80	\$0.00	\$243.80				\$0.00
VENDOR: 164 - ARIZONA SUPERIOR COURT											
101818R	10/18/18	10/18/18	10/18/18	1.12.6110 - Contract Services	\$84.07	\$0.00	\$84.07	10/18/18	9441	ASCUC†	\$0.00
6-11819 CT					\$84.07	\$0.00	\$84.07				\$0.00
INVOICE 101818R TOTALS:											
					\$84.07	\$0.00	\$84.07				\$0.00
ARIZONA SUPERIOR COURT TOTALS:											
					\$84.07	\$0.00	\$84.07				\$0.00
VENDOR: 167 - OFFICE DEPOT											
101018A	10/09/18	10/09/18	12/08/18	1.11.6190 - Office Supplies	\$151.56	\$0.00	\$151.56	10/09/18	9415	ASCUC†	\$0.00
63266436, 210626088001 GG					\$151.56	\$0.00	\$151.56				\$0.00
INVOICE 101018A TOTALS:											
					\$151.56	\$0.00	\$151.56				\$0.00
ARIZONA SUPERIOR COURT TOTALS:											
					\$151.56	\$0.00	\$151.56				\$0.00
VENDOR: 167 - OFFICE DEPOT											
101718K	10/16/18	10/16/18	12/15/18	1.11.6190 - Office Supplies	\$215.32	\$0.00	\$215.32	10/16/18	9426	ASCUC†	\$0.00
63266436, 215643700001 GG					\$215.32	\$0.00	\$215.32				\$0.00
INVOICE 101718K TOTALS:											
					\$215.32	\$0.00	\$215.32				\$0.00
ARIZONA SUPERIOR COURT TOTALS:											
					\$215.32	\$0.00	\$215.32				\$0.00
VENDOR: 167 - OFFICE DEPOT											
103118F	10/31/18	10/31/18	12/30/18	1.11.6190 - Office Supplies	\$85.73	\$0.00	\$85.73	10/31/18	9466	ASCUC†	\$0.00
63266436, 219372879001 GG					\$85.73	\$0.00	\$85.73				\$0.00
63266436, 219373811001 GG					\$7.98	\$0.00	\$7.98	10/31/18	9466	ASCUC†	\$0.00
63266436, 219373810001 GG					\$8.44	\$0.00	\$8.44	10/31/18	9466	ASCUC†	\$0.00
63266436, 219895583001 GG					\$49.95	\$0.00	\$49.95	10/31/18	9466	ASCUC†	\$0.00

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

Ledger as of : 10/1/2018 to 10/31/2018

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
63266436, 220691508001 GG		1.11.6190		Office Supplies	\$46.69	\$0.00	\$46.69	10/31/18	9466	ASCUC†	\$0.00
INVOICE 103118F TOTALS:					\$198.79	\$0.00	\$198.79				\$0.00
OFFICE DEPOT TOTALS:					\$565.67	\$0.00	\$565.67				\$0.00
VENDOR: 168 - CENTURY LINK											
CENTURYLINK-30											
928 634 2245 PD	10/24/18	10/24/18	11/08/18	1.13.6265 - Telephone	\$31.09	\$0.00	\$31.09	10/24/18	9453	ASCUC†	\$0.00
928 634 6647 FD		1.14.6265 - Telephone		1.14.6265 - Telephone	\$60.99	\$0.00	\$60.99	10/24/18	9453	ASCUC†	\$0.00
928 634 6714 water		2.50.6265 - Telephone Exp - Water		2.50.6265 - Telephone Exp - Water	\$15.06	\$0.00	\$15.06	10/24/18	9453	ASCUC†	\$0.00
928 634 6714 sewer		2.51.6265 - Telephone Exp - Sewer		2.51.6265 - Telephone Exp - Sewer	\$15.06	\$0.00	\$15.06	10/24/18	9453	ASCUC†	\$0.00
928 634 6714 trash		2.52.6265 - Telephone Exp - Trash		2.52.6265 - Telephone Exp - Trash	\$15.05	\$0.00	\$15.05	10/24/18	9453	ASCUC†	\$0.00
928 634 6714 parks		1.17.6265 - Telephone		1.17.6265 - Telephone	\$15.05	\$0.00	\$15.05	10/24/18	9453	ASCUC†	\$0.00
928 634 6714 HURF		3.30.6265 - Telephone		3.30.6265 - Telephone	\$15.05	\$0.00	\$15.05	10/24/18	9453	ASCUC†	\$0.00
928 634 7941 GG DSL		1.11.6265 - Telephone		1.11.6265 - Telephone	\$239.91	\$0.00	\$239.91	10/24/18	9453	ASCUC†	\$0.00
928 634 7943 GG		1.11.6265 - Telephone		1.11.6265 - Telephone	\$148.23	\$0.00	\$148.23	10/24/18	9453	ASCUC†	\$0.00
928 634 8992 PD		1.13.6265 - Telephone		1.13.6265 - Telephone	\$168.68	\$0.00	\$168.68	10/24/18	9453	ASCUC†	\$0.00
928 639 0574 LB		1.15.6265 - Telephone		1.15.6265 - Telephone	\$214.92	\$0.00	\$214.92	10/24/18	9453	ASCUC†	\$0.00
928 649 2776 PD		1.13.6265 - Telephone		1.13.6265 - Telephone	\$37.56	\$0.00	\$37.56	10/24/18	9453	ASCUC†	\$0.00
928 649 3034 FD		1.14.6265 - Telephone		1.14.6265 - Telephone	\$120.30	\$0.00	\$120.30	10/24/18	9453	ASCUC†	\$0.00
928 649 3250 CT		1.12.6265 - Telephone		1.12.6265 - Telephone	\$65.44	\$0.00	\$65.44	10/24/18	9453	ASCUC†	\$0.00
928 649 3250 CT		1.14.6265 - Telephone		1.14.6265 - Telephone	(\$120.85)	\$0.00	(\$120.85)	10/24/18	9453	ASCUC†	\$0.00
INVOICE CENTURYLINK-30 TOTALS:					\$1,041.54	\$0.00	\$1,041.54				\$0.00
CENTURY LINK TOTALS:					\$1,041.54	\$0.00	\$1,041.54				\$0.00
VENDOR: 170 - THYSSENKRUPP ELEVATOR CORP											
100418DD											
51348, 3004182842 prop	10/04/18	10/04/18	10/04/18	1.18.6110 - Contract Services	\$991.61	\$0.00	\$991.61	10/04/18	9386	ASCUC†	\$0.00
INVOICE 100418DD TOTALS:					\$991.61	\$0.00	\$991.61				\$0.00
THYSSENKRUPP ELEVATOR CORP TOTALS:					\$991.61	\$0.00	\$991.61				\$0.00
VENDOR: 188 - DATA WEST											
100318H											
JER01DW, MN14042588 trash	10/03/18	10/03/18	11/02/18	2.52.6192 - Software Support Exp - Tra	\$1,017.06	\$0.00	\$1,017.06	10/04/18	9387	ASCUC†	\$0.00
JER01DW, MN14042588 sewer		2.51.6192 - Software Support Exp - Sev		2.51.6192 - Software Support Exp - Sev	\$1,017.06	\$0.00	\$1,017.06	10/04/18	9387	ASCUC†	\$0.00
JER01DW, MN14042588 water		2.50.6192 - Software Support Exp - Wa		2.50.6192 - Software Support Exp - Wa	\$1,017.06	\$0.00	\$1,017.06	10/04/18	9387	ASCUC†	\$0.00
JER01DW, MN14042588 GG		1.11.6192 - Software Support Exp - GG		1.11.6192 - Software Support Exp - GG	\$1,017.05	\$0.00	\$1,017.05	10/04/18	9387	ASCUC†	\$0.00
INVOICE 100318H TOTALS:					\$4,068.23	\$0.00	\$4,068.23				\$0.00
DATA WEST TOTALS:					\$4,068.23	\$0.00	\$4,068.23				\$0.00
VENDOR: 189 - PURCHASE POWER											
102418B											
8000-9000-0271-2119 GG	10/24/18	10/24/18	11/18/18	1.11.6200 - Postage	\$201.00	\$0.00	\$201.00	10/24/18	9454	ASCUC†	\$0.00

*V - Denotes Voided Check Entries

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

Ledger as of : 10/1/2018 to 10/31/2018

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
VENDOR: 197 - COTTONWOOD MOTOR SPORTS											
101818P 30203962 FD	10/18/18	10/18/18	10/18/18	1.14.6220 - Rep and Maint - Vehicles	\$201.00	\$0.00	\$201.00	10/18/18	9442	ASCUCF	\$0.00
INVOICE 102418B TOTALS:					\$201.00	\$0.00	\$201.00				\$0.00
PURCHASE POWER TOTALS:											
INVOICE 101818P TOTALS:					\$135.05	\$0.00	\$135.05				\$0.00
102518N 9934255 FD labor 9934255 FD parts	10/25/18	10/25/18	10/25/18	1.14.6220 - Rep and Maint - Vehicles	\$475.00	\$0.00	\$475.00	10/25/18	9461	ASCUCF	\$0.00
INVOICE 102518N TOTALS:					\$424.00	\$0.00	\$424.00				\$0.00
INVOICE 102518N TOTALS:					\$899.00	\$0.00	\$899.00				\$0.00
COTTONWOOD MOTOR SPORTS TOTALS:											
COTTONWOOD MOTOR SPORTS TOTALS:					\$1,034.05	\$0.00	\$1,034.05				\$0.00
VENDOR: 203 - SMART DOCUMENT SOLUTIONS											
101718C C10253, IN6034 GG	10/16/18	10/16/18	10/16/18	1.11.6191 - Copier & Equip Lease Expe	\$251.00	\$0.00	\$251.00	10/16/18	9427	ASCUCF	\$0.00
INVOICE 101718C TOTALS:					\$251.00	\$0.00	\$251.00				\$0.00
SMART DOCUMENT SOLUTIONS TOTALS:											
SMART DOCUMENT SOLUTIONS TOTALS:					\$251.00	\$0.00	\$251.00				\$0.00
VENDOR: 204 - SEDONA RECYCLES, INC											
100418AA Recycling Services, 1018 RE	10/04/18	10/04/18	10/04/18	2.52.6111 - Recycling Contract Exp	\$120.00	\$0.00	\$120.00	10/04/18	9388	ASCUCF	\$0.00
INVOICE 100418AA TOTALS:					\$120.00	\$0.00	\$120.00				\$0.00
SEDONA RECYCLES, INC TOTALS:											
SEDONA RECYCLES, INC TOTALS:					\$120.00	\$0.00	\$120.00				\$0.00
VENDOR: 207 - HOME DEPOT CREDIT SERVICES											
100418EE 3429 prop 3429 sewer	10/04/18	10/04/18	10/24/18	1.18.6230 - Rep and Maint - Infrastruct 2.51.6230 - Rep and Maint - Infrastruct	\$199.44 \$152.05	\$0.00 \$0.00	\$199.44 \$152.05	10/04/18 10/04/18	9389 9389	ASCUCF ASCUCF	\$0.00 \$0.00
INVOICE 100418EE TOTALS:					\$351.49	\$0.00	\$351.49				\$0.00
103118G 3429 water 3429 prop 3429 water 3429 water 3429 sewer 3429 FD 3429 prop	10/31/18	10/31/18	11/20/18	2.50.6250 - Small Tools and Equipment 1.18.6185 - Miscellaneous 2.50.6185 - Miscellaneous 2.50.6195 - Operating Supplies - Water 2.51.6195 - Operating Supplies - Sewer 1.14.6250 - Small Tools and Equipment 1.18.6215 - R&M Building - Properties	\$41.88 \$12.30 \$7.62 \$101.00 \$16.37 \$473.27 \$67.47	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00	\$41.88 \$12.30 \$7.62 \$101.00 \$16.37 \$473.27 \$67.47	10/31/18 10/31/18 10/31/18 10/31/18 10/31/18 10/31/18 10/31/18	9467 9467 9467 9467 9467 9467 9467	ASCUCF ASCUCF ASCUCF ASCUCF ASCUCF ASCUCF ASCUCF	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00
INVOICE 103118G TOTALS:					\$719.91	\$0.00	\$719.91				\$0.00

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

Ledger as of : 10/1/2018 to 10/31/2018

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
HOME DEPOT CREDIT SERVICES TOTALS:											
					\$1,071.40	\$0.00	\$1,071.40				\$0.00
VENDOR: 218 - VERIZON WIRELESS											
VERIZON-27											
928 300 5987 PZ Barry	10/04/18	10/04/18	10/29/18	1.16.6265 - Telephone	\$37.10	\$0.00	\$37.10	10/04/18	9390	ASCUC†	\$0.00
928 300 8701 FD Rusty				1.14.6265 - Telephone	\$64.94	\$0.00	\$64.94	10/04/18	9390	ASCUC†	\$0.00
928 301 1878 water Eric				2.50.6265 - Telephone Exp - Water	\$11.73	\$0.00	\$11.73	10/04/18	9390	ASCUC†	\$0.00
928 301 1878 sewer Eric				2.51.6265 - Telephone Exp - Sewer	\$11.72	\$0.00	\$11.72	10/04/18	9390	ASCUC†	\$0.00
928 301 1878 trash Eric				2.52.6265 - Telephone Exp - Trash	\$11.72	\$0.00	\$11.72	10/04/18	9390	ASCUC†	\$0.00
928 301 2381 water Garrett				2.50.6265 - Telephone Exp - Water	\$11.73	\$0.00	\$11.73	10/04/18	9390	ASCUC†	\$0.00
928 301 2381 sewer Garrett				2.51.6265 - Telephone Exp - Sewer	\$11.72	\$0.00	\$11.72	10/04/18	9390	ASCUC†	\$0.00
928 301 2381 trash Garrett				2.52.6265 - Telephone Exp - Trash	\$11.72	\$0.00	\$11.72	10/04/18	9390	ASCUC†	\$0.00
928 821 0133 shuttle driver - Leo				1.11.6285 - Tourism 1% Bed Tax	\$34.10	\$0.00	\$34.10	10/04/18	9390	ASCUC†	\$0.00
928 821 8243 water Xanadu				2.50.6265 - Telephone Exp - Water	\$7.83	\$0.00	\$7.83	10/04/18	9390	ASCUC†	\$0.00
928 821 8243 sewer Xanadu				2.51.6265 - Telephone Exp - Sewer	\$7.82	\$0.00	\$7.82	10/04/18	9390	ASCUC†	\$0.00
928 821 8243 trash Xanadu				2.52.6265 - Telephone Exp - Trash	\$7.80	\$0.00	\$7.80	10/04/18	9390	ASCUC†	\$0.00
928 821 8335 water Lyle				2.50.6265 - Telephone Exp - Water	\$11.38	\$0.00	\$11.38	10/04/18	9390	ASCUC†	\$0.00
928 821 8335 sewer Lyle				2.51.6265 - Telephone Exp - Sewer	\$11.37	\$0.00	\$11.37	10/04/18	9390	ASCUC†	\$0.00
928 821 8335 trash Lyle				2.52.6265 - Telephone Exp - Trash	\$11.37	\$0.00	\$11.37	10/04/18	9390	ASCUC†	\$0.00
access charges water				2.50.6265 - Telephone Exp - Water	\$10.74	\$0.00	\$10.74	10/04/18	9390	ASCUC†	\$0.00
access charges sewer				2.51.6265 - Telephone Exp - Sewer	\$10.74	\$0.00	\$10.74	10/04/18	9390	ASCUC†	\$0.00
access charges trash				2.52.6265 - Telephone Exp - Trash	\$10.73	\$0.00	\$10.73	10/04/18	9390	ASCUC†	\$0.00
access charges GG				1.11.6265 - Telephone	\$10.73	\$0.00	\$10.73	10/04/18	9390	ASCUC†	\$0.00
access charges FD				1.14.6265 - Telephone	\$10.73	\$0.00	\$10.73	10/04/18	9390	ASCUC†	\$0.00
access charges PZ				1.16.6265 - Telephone	\$10.73	\$0.00	\$10.73	10/04/18	9390	ASCUC†	\$0.00
					\$328.45	\$0.00	\$328.45				\$0.00
INVOICE VERIZON-27 TOTALS:											
					\$328.45	\$0.00	\$328.45				\$0.00
VERIZON WIRELESS TOTALS:											
					\$328.45	\$0.00	\$328.45				\$0.00
VENDOR: 220 - STARLIGHT PUBLISHING											
101018B											
180380 GG	10/09/18	10/09/18	11/08/18	1.11.6190 - Office Supplies	\$592.35	\$0.00	\$592.35	10/09/18	9416	ASCUC†	\$0.00
					\$592.35	\$0.00	\$592.35				\$0.00
INVOICE 101018B TOTALS:											
					\$592.35	\$0.00	\$592.35				\$0.00
STARLIGHT PUBLISHING TOTALS:											
					\$592.35	\$0.00	\$592.35				\$0.00
VENDOR: 224 - LEGEND											
100318G											
Acct 00-0001475, Inv. 1814572 sewer	10/03/18	10/03/18	11/02/18	2.51.6240 - Service Tests/System Testi	\$75.00	\$0.00	\$75.00	10/04/18	9392	ASCUC†	\$0.00
Acct 00-0001475, Inv. 1814282 sewer				2.51.6240 - Service Tests/System Testi	\$277.00	\$0.00	\$277.00	10/04/18	9392	ASCUC†	\$0.00
Acct 00-0001475, Inv. 1814282 water				2.50.6240 - Service Tests/System Testi	\$15.00	\$0.00	\$15.00	10/04/18	9392	ASCUC†	\$0.00
Acct 00-0001475, Inv. 1814285 sewer				2.51.6240 - Service Tests/System Testi	\$262.40	\$0.00	\$262.40	10/04/18	9392	ASCUC†	\$0.00
Acct 00-0001475, Inv. 1814569 sewer				2.51.6240 - Service Tests/System Testi	\$51.00	\$0.00	\$51.00	10/04/18	9392	ASCUC†	\$0.00
					\$680.40	\$0.00	\$680.40				\$0.00
INVOICE 100318G TOTALS:											
					\$680.40	\$0.00	\$680.40				\$0.00

*V - Denotes Voided Check Entries

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

Ledger as of : 10/1/2018 to 10/31/2018

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
1024181 Acct 00-0001475, Inv. 1815466 sewe	10/24/18	10/24/18	11/23/18	2.51.6240 - Service Tests/System Testi	\$51.00	\$0.00	\$51.00	10/24/18	9455	ASCUC†	\$0.00
				INVOICE 1024181 TOTALS:	\$51.00	\$0.00	\$51.00				\$0.00
103118D Acct 00-0001475, Inv. 1812978 sewe	10/31/18	10/31/18	11/30/18	2.51.6240 - Service Tests/System Testi	\$51.00	\$0.00	\$51.00	10/31/18	9468	ASCUC†	\$0.00
Acct 00-0001475, Inv. 1815944 sewe	10/31/18	10/31/18		2.51.6240 - Service Tests/System Testi	\$51.00	\$0.00	\$51.00	10/31/18	9468	ASCUC†	\$0.00
				INVOICE 103118D TOTALS:	\$102.00	\$0.00	\$102.00				\$0.00
				LEGEND TOTALS:	\$833.40	\$0.00	\$833.40				\$0.00
				LEGEND TOTALS:	\$0.00	\$0.00	\$0.00				\$0.00
VENDOR: 237 - UNISOURCE ENERGY SERVICES											
UNISOURCE-28											
693726 PD	10/16/18	10/16/18	11/05/18	1.18.6285 - Utilities	\$19.06	\$0.00	\$19.06	10/16/18	9428	ASCUC†	\$0.00
055982 FD				1.18.6285 - Utilities	\$39.68	\$0.00	\$39.68	10/16/18	9428	ASCUC†	\$0.00
750593 Civic Center				1.18.6285 - Utilities	\$50.17	\$0.00	\$50.17	10/16/18	9428	ASCUC†	\$0.00
435334 Town yard				1.18.6285 - Utilities	\$32.93	\$0.00	\$32.93	10/16/18	9428	ASCUC†	\$0.00
235334 Co-op				1.18.6285 - Utilities	\$26.67	\$0.00	\$26.67	10/16/18	9428	ASCUC†	\$0.00
				INVOICE UNISOURCE-28 TOTALS:	\$168.51	\$0.00	\$168.51				\$0.00
				UNISOURCE ENERGY SERVICES TOTALS:	\$168.51	\$0.00	\$168.51				\$0.00
VENDOR: 238 - VERDE VALLEY HARDWARE											
100418HH											
2860 sewer	10/04/18	10/04/18	10/19/18	2.51.6230 - Rep and Maint - Infrastruct	\$12.75	\$0.00	\$12.75	10/04/18	9393	ASCUC†	\$0.00
2860 water				2.50.6230 - Rep and Maint - Infrastruct	\$12.75	\$0.00	\$12.75	10/04/18	9393	ASCUC†	\$0.00
2860 prop				1.18.6230 - Rep and Maint - Infrastruct	\$12.74	\$0.00	\$12.74	10/04/18	9393	ASCUC†	\$0.00
2860 parks				1.17.6230 - Rep and Maint - Infrastruct	\$12.74	\$0.00	\$12.74	10/04/18	9393	ASCUC†	\$0.00
2860 trash				2.52.6230 - R&M Trash - Infrastructure	\$12.75	\$0.00	\$12.75	10/04/18	9393	ASCUC†	\$0.00
2860 HURF				3.30.6230 - Rep and Maint - Infrastruct	\$12.74	\$0.00	\$12.74	10/04/18	9393	ASCUC†	\$0.00
				INVOICE 100418HH TOTALS:	\$76.47	\$0.00	\$76.47				\$0.00
				VERDE VALLEY HARDWARE	\$258.82	\$0.00	\$258.82	10/04/18	9393	ASCUC†	\$0.00
2860 prop	10/04/18	10/04/18	10/19/18	1.18.6195 - Operating Supplies - Prope	\$26.19	\$0.00	\$26.19	10/04/18	9393	ASCUC†	\$0.00
2860 HURF				3.30.6230 - Rep and Maint - Infrastruct	\$156.25	\$0.00	\$156.25	10/04/18	9393	ASCUC†	\$0.00
2860 FD				1.14.6195 - Operating Supplies - Fire D	\$21.72	\$0.00	\$21.72	10/04/18	9393	ASCUC†	\$0.00
2860 sewer				2.51.6230 - Rep and Maint - Infrastruct	\$136.63	\$0.00	\$136.63	10/04/18	9393	ASCUC†	\$0.00
2860 prop				1.18.6230 - Rep and Maint - Infrastruct	\$13.11	\$0.00	\$13.11	10/04/18	9393	ASCUC†	\$0.00
2860 prop				1.18.6250 - Small Tools and Equipment	\$26.19	\$0.00	\$26.19	10/04/18	9393	ASCUC†	\$0.00
2860 prop				1.18.6185 - Miscellaneous	\$638.91	\$0.00	\$638.91	10/04/18	9393	ASCUC†	\$0.00
				INVOICE 100418II TOTALS:	\$715.38	\$0.00	\$715.38				\$0.00
				VERDE VALLEY HARDWARE TOTALS:	\$715.38	\$0.00	\$715.38				\$0.00
VENDOR: 249 - POSTMASTER											
103018NL											
	10/30/18	10/30/18	10/30/18								\$0.00

*V - Denotes Voided Check Entries

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

Ledger as of : 10/1/2018 to 10/31/2018

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Postage for November/December 2018											
		1.11.6200	- Postage		\$62.88	\$0.00	\$62.88	10/30/18	9464	ASCUC†	\$0.00
INVOICE 103018NL TOTALS:					\$62.88	\$0.00	\$62.88				\$0.00
POSTMASTER TOTALS:					\$62.88	\$0.00	\$62.88				\$0.00
VENDOR: 252 - NAPA AUTO PARTS											
100418KK 10/04/18 10/04/18 10/24/18											
31380 sewer		2.51.6220	- Rep and Maint - Vehicles		\$24.85	\$0.00	\$24.85	10/04/18	9394	ASCUC†	\$0.00
31380 water		2.50.6220	- Rep and Maint - Vehicles		\$24.85	\$0.00	\$24.85	10/04/18	9394	ASCUC†	\$0.00
31380 prop		1.18.6220	- Rep and Maint - Vehicles		\$24.84	\$0.00	\$24.84	10/04/18	9394	ASCUC†	\$0.00
31380 parks		1.17.6220	- Rep and Maint - Vehicles		\$24.84	\$0.00	\$24.84	10/04/18	9394	ASCUC†	\$0.00
31380 trash		2.52.6220	- Rep and Maint - Vehicles		\$24.85	\$0.00	\$24.85	10/04/18	9394	ASCUC†	\$0.00
31380 HURF		3.30.6220	- Rep and Maint - Vehicles		\$24.86	\$0.00	\$24.86	10/04/18	9394	ASCUC†	\$0.00
INVOICE 100418KK TOTALS:					\$149.09	\$0.00	\$149.09				\$0.00
100418LL 10/04/18 10/04/18 10/24/18											
31380 trash		2.52.6220	- Rep and Maint - Vehicles		\$43.72	\$0.00	\$43.72	10/04/18	9394	ASCUC†	\$0.00
31380 FD		1.14.6250	- Small Tools and Equipment		\$22.02	\$0.00	\$22.02	10/04/18	9394	ASCUC†	\$0.00
INVOICE 100418LL TOTALS:					\$65.74	\$0.00	\$65.74				\$0.00
NAPA AUTO PARTS TOTALS:					\$214.83	\$0.00	\$214.83				\$0.00
VENDOR: 255 - CITY OF COTTONWOOD											
101718D 10/16/18 10/16/18 10/16/18											
Dispatch fees - Oct 2018	FD	1.14.6120	- Dispatch Fees		\$484.08	\$0.00	\$484.08	10/16/18	9429	ASCUC†	\$0.00
INVOICE 101718D TOTALS:					\$484.08	\$0.00	\$484.08				\$0.00
CITY OF COTTONWOOD TOTALS:					\$484.08	\$0.00	\$484.08				\$0.00
VENDOR: 260 - CYMA SYSTEMS, INC											
100318J 10/03/18 10/03/18 10/03/18											
484214 trash		2.52.6192	- Software Support Exp - Tra		\$223.75	\$0.00	\$223.75	10/04/18	9395	ASCUC†	\$0.00
484214 sewer		2.51.6192	- Software Support Exp - Sew		\$223.75	\$0.00	\$223.75	10/04/18	9395	ASCUC†	\$0.00
484214 water		2.50.6192	- Software Support Exp - Wa		\$223.75	\$0.00	\$223.75	10/04/18	9395	ASCUC†	\$0.00
484214 GG		1.11.6192	- Software Support Exp - GG		\$223.75	\$0.00	\$223.75	10/04/18	9395	ASCUC†	\$0.00
INVOICE 100318J TOTALS:					\$895.00	\$0.00	\$895.00				\$0.00
CYMA SYSTEMS, INC TOTALS:					\$895.00	\$0.00	\$895.00				\$0.00
VENDOR: 265 - CONTRACT WASTEWATER OPERATIONS											
100418FF 10/04/18 10/04/18 10/29/18											
water, Sept. 2018, 1014102		2.50.6110	- Contract Services		\$900.00	\$0.00	\$900.00	10/04/18	9396	ASCUC†	\$0.00
WWTP, Sept. 2018, 1014102		2.51.6110	- Contract Services		\$3,200.00	\$0.00	\$3,200.00	10/04/18	9396	ASCUC†	\$0.00
INVOICE 100418FF TOTALS:					\$4,100.00	\$0.00	\$4,100.00				\$0.00
100418GG 10/04/18 10/04/18 10/29/18											

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

Ledger as of : 10/1/2018 to 10/31/2018

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
pipe fittings for springs, 1014102	10/04/18	10/04/18	10/11/18	2.50.6230 - Rep and Maint - Infrastruct	\$28.68	\$0.00	\$28.68	10/04/18	9396	ASCUC†	\$0.00
INVOICE 100418GG TOTALS:					\$28.68	\$0.00	\$28.68				\$0.00
CONTRACT WASTEWATER OPERATIONS TOTALS:					\$4,128.68	\$0.00	\$4,128.68				\$0.00
VENDOR: 270 - KATHLEEN JARVIS											
reimbursement	10/04/18	10/04/18	10/11/18	1.15.6195 - Operating Supplies - Librar	\$289.02	\$0.00	\$289.02	10/04/18	9397	ASCUC†	\$0.00
INVOICE 100418Q TOTALS:					\$289.02	\$0.00	\$289.02				\$0.00
KATHLEEN JARVIS TOTALS:					\$289.02	\$0.00	\$289.02				\$0.00
VENDOR: 277 - JEROME CHAMBER OF COMMERCE											
336 GG	10/18/18	10/18/18	10/25/18	1.11.6185 - Miscellaneous	\$1,000.00	\$0.00	\$1,000.00	10/18/18	9443	ASCUC†	\$0.00
337 GG				1.11.6185 - Miscellaneous	\$530.00	\$0.00	\$530.00	10/18/18	9443	ASCUC†	\$0.00
339 GG				1.11.6185 - Miscellaneous	\$2,000.00	\$0.00	\$2,000.00	10/18/18	9443	ASCUC†	\$0.00
340 GG				1.11.6185 - Miscellaneous	\$1,500.00	\$0.00	\$1,500.00	10/18/18	9443	ASCUC†	\$0.00
INVOICE 101818S TOTALS:					\$5,030.00	\$0.00	\$5,030.00				\$0.00
JEROME CHAMBER OF COMMERCE TOTALS:					\$5,030.00	\$0.00	\$5,030.00				\$0.00
VENDOR: 292 - JOHN BOUWMAN											
reimbursement for room	10/03/18	10/03/18	10/10/18	1.10.2999 - Suspense Account	\$51.63	\$0.00	\$51.63	10/04/18	9398	ASCUC†	\$0.00
INVOICE 100318B TOTALS:					\$51.63	\$0.00	\$51.63				\$0.00
JOHN BOUWMAN TOTALS:					\$51.63	\$0.00	\$51.63				\$0.00
VENDOR: 309 - PETE'S DIESEL SERVICE											
616937 sewer	10/31/18	10/31/18	10/31/18	2.51.6220 - Rep and Maint - Vehicles	\$22.66	\$0.00	\$22.66	10/31/18	9469	ASCUC†	\$0.00
616937 water				2.50.6220 - Rep and Maint - Vehicles	\$22.66	\$0.00	\$22.66	10/31/18	9469	ASCUC†	\$0.00
616937 prop				1.18.6220 - Rep and Maint - Vehicles	\$22.65	\$0.00	\$22.65	10/31/18	9469	ASCUC†	\$0.00
616937 parks				1.17.6220 - Rep and Maint - Vehicles	\$22.65	\$0.00	\$22.65	10/31/18	9469	ASCUC†	\$0.00
616937 trash				2.52.6220 - Rep and Maint - Vehicles	\$22.66	\$0.00	\$22.66	10/31/18	9469	ASCUC†	\$0.00
616937 HURF				3.30.6220 - Rep and Maint - Vehicles	\$22.68	\$0.00	\$22.68	10/31/18	9469	ASCUC†	\$0.00
INVOICE 103118B TOTALS:					\$135.96	\$0.00	\$135.96				\$0.00
PETE'S DIESEL SERVICE TOTALS:					\$135.96	\$0.00	\$135.96				\$0.00
VENDOR: 375 - PERSONNEL SAFETY ENTERPRISES											
80001143, 1101830202 sewer	10/31/18	10/31/18	11/30/18	2.51.6195 - Operating Supplies - Sewer	\$21.10	\$0.00	\$21.10	10/31/18	9470	ASCUC†	\$0.00
80001143, 1101830202 water				2.50.6195 - Operating Supplies - Water	\$21.10	\$0.00	\$21.10	10/31/18	9470	ASCUC†	\$0.00

*V - Denotes Voided Check Entries

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

Ledger as of : 10/1/2018 to 10/31/2018

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
80001143, 1101830202 prop				1.18.6195 - Operating Supplies - Prope	\$21.09	\$0.00	\$21.09	10/31/18	9470	ASCUC†	\$0.00
80001143, 1101830202 parks				1.17.6195 - Operating Supplies - Parks	\$21.09	\$0.00	\$21.09	10/31/18	9470	ASCUC†	\$0.00
80001143, 1101830202 trash				2.52.6195 - Operating Supplies - Trash	\$21.10	\$0.00	\$21.10	10/31/18	9470	ASCUC†	\$0.00
80001143, 1101830202 HURF				3.30.6195 - Operating Supplies - HURF	\$21.12	\$0.00	\$21.12	10/31/18	9470	ASCUC†	\$0.00
				INVOICE 103118A TOTALS:	\$126.60	\$0.00	\$126.60				\$0.00
				PERSONNEL SAFETY ENTERPRISES TOTALS:	\$126.60	\$0.00	\$126.60				\$0.00
				VENDOR: 381 - EXTRICATION CONCEPTS, LLC							
103118E	10/31/18	10/31/18	11/30/18								
ECI-1809 FD labor				1.14.6225 - Rep and Maint - Equipment	\$885.00	\$0.00	\$885.00	10/31/18	9471	ASCUC†	\$0.00
ECI-1809 FD parts				1.14.6225 - Rep and Maint - Equipment	\$353.08	\$0.00	\$353.08	10/31/18	9471	ASCUC†	\$0.00
				INVOICE 103118E TOTALS:	\$1,238.08	\$0.00	\$1,238.08				\$0.00
				EXTRICATION CONCEPTS, LLC TOTALS:	\$1,238.08	\$0.00	\$1,238.08				\$0.00
				VENDOR: 384 - USA BLUE BOOK							
100418Y	10/04/18	10/04/18	11/03/18								
959133, 676616 sewer				2.51.6225 - Rep and Maint - Equipment	\$280.26	\$0.00	\$280.26	10/04/18	9399	ASCUC†	\$0.00
				INVOICE 100418Y TOTALS:	\$280.26	\$0.00	\$280.26				\$0.00
				USA BLUE BOOK TOTALS:	\$280.26	\$0.00	\$280.26				\$0.00
				VENDOR: 406 - DIVERSIFIED INSPECTIONS, INC							
102418H	10/24/18	10/24/18	10/24/18								
INDI1143 FD				1.14.6225 - Rep and Maint - Equipment	\$440.00	\$0.00	\$440.00	10/24/18	9456	ASCUC†	\$0.00
				INVOICE 102418H TOTALS:	\$440.00	\$0.00	\$440.00				\$0.00
				DIVERSIFIED INSPECTIONS, INC TOTALS:	\$440.00	\$0.00	\$440.00				\$0.00
				VENDOR: 450 - #1 FOOD STORE							
101718A	10/16/18	10/16/18	10/16/18								
Town of Jerome shuttle, Sept 2018				1.11.6245 - Shuttle Expenses	\$193.18	\$0.00	\$193.18	10/16/18	9430	ASCUC†	\$0.00
Jerome PD, Sept 2018				1.13.6145 - Fuel	\$978.65	\$0.00	\$978.65	10/16/18	9430	ASCUC†	\$0.00
Jerome FD, Sept 2018				1.14.6145 - Fuel	\$470.77	\$0.00	\$470.77	10/16/18	9430	ASCUC†	\$0.00
				INVOICE 101718A TOTALS:	\$1,642.60	\$0.00	\$1,642.60				\$0.00
				#1 FOOD STORE TOTALS:	\$1,642.60	\$0.00	\$1,642.60				\$0.00
				VENDOR: 502 - DANA KEPNER CO							
101718H	10/16/18	10/16/18	11/15/18								
5124, 8157396-00 water				2.50.6250 - Small Tools and Equipment	\$56.05	\$0.00	\$56.05	10/16/18	9431	ASCUC†	\$0.00
				INVOICE 101718H TOTALS:	\$56.05	\$0.00	\$56.05				\$0.00
				DANA KEPNER CO TOTALS:	\$56.05	\$0.00	\$56.05				\$0.00

*V - Denotes Voided Check Entries

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

Ledger as of : 10/1/2018 to 10/31/2018

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
VENDOR: 595 - FDC RESCUE PRODUCTS											
101018D 7950 FD	10/09/18	10/09/18	11/08/18	1.14.6250 - Small Tools and Equipment	\$419.72	\$0.00	\$419.72	10/09/18	9417	ASCUC†	\$0.00
				INVOICE 101018D TOTALS:	\$419.72	\$0.00	\$419.72				\$0.00
101718F 7952 FD	10/16/18	10/16/18	11/15/18	1.14.6250 - Small Tools and Equipment	\$610.22	\$0.00	\$610.22	10/16/18	9432	ASCUC†	\$0.00
				INVOICE 101718F TOTALS:	\$610.22	\$0.00	\$610.22				\$0.00
				FDC RESCUE PRODUCTS TOTALS:	\$1,029.94	\$0.00	\$1,029.94				\$0.00
VENDOR: 597 - YAVAPAI CO DEVELOPMENT SVCS											
100318I 09-005 JCM water	10/03/18	10/03/18	11/02/18	2.50.6140 - Engineering Fees	\$57.50	\$0.00	\$57.50	10/04/18	9400	ASCUC†	\$0.00
				INVOICE 100318I TOTALS:	\$57.50	\$0.00	\$57.50				\$0.00
				YAVAPAI CO DEVELOPMENT SVCS TOTALS:	\$57.50	\$0.00	\$57.50				\$0.00
VENDOR: 624 - GARY SHAPIRO											
100218JS1LABOR Labor Furnace/AC repair, Prop	10/02/18	10/02/18	11/01/18	1.18.6215 - R&M Building - Properties	\$294.00	\$0.00	\$294.00	10/02/18	9377	ASCUC†	\$0.00
				INVOICE 100218JS1LABOR TOTALS:	\$294.00	\$0.00	\$294.00				\$0.00
100218JS1PARTS Parts used on Furnace/AC repair, Pr	10/02/18	10/02/18	11/01/18	1.18.6215 - R&M Building - Properties	\$138.75	\$0.00	\$138.75	10/02/18	9377	ASCUC†	\$0.00
				INVOICE 100218JS1PARTS TOTALS:	\$138.75	\$0.00	\$138.75				\$0.00
100218JS2LABOR Repair AC for Art Workshop, Prop	10/02/18	10/02/18	11/01/18	1.18.6215 - R&M Building - Properties	\$31.00	\$0.00	\$31.00	10/02/18	9377	ASCUC†	\$0.00
				INVOICE 100218JS2LABOR TOTALS:	\$31.00	\$0.00	\$31.00				\$0.00
				GARY SHAPIRO TOTALS:	\$463.75	\$0.00	\$463.75				\$0.00
VENDOR: 628 - NACOG											
101718MA1 Rehab Review, Qualifying, and Servi	10/17/18	10/17/18	10/17/18	5.40.6110 - Contract Services Exp - Op	\$32,340.00	\$0.00	\$32,340.00	10/17/18	9436	ASCUC†	\$0.00
				INVOICE 101718MA1 TOTALS:	\$32,340.00	\$0.00	\$32,340.00				\$0.00
				NACOG TOTALS:	\$32,340.00	\$0.00	\$32,340.00				\$0.00
VENDOR: 663 - TOWN OF JEROME											
101818MA1 R&E Sewer Bond Transfer	10/18/18	10/18/18	10/18/18	1.10.2999 - Suspense Account	\$455.00	\$0.00	\$455.00	10/18/18	9438	ASCUC†	\$0.00
				INVOICE 101818MA1 TOTALS:	\$455.00	\$0.00	\$455.00				\$0.00
101818MA2	10/18/18	10/18/18	10/18/18								\$0.00

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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
P&I Sewer Bond Transfer		1.10.2999		- Suspense Account	\$2,050.00	\$0.00	\$2,050.00	10/18/18	9437	ASCUC†	\$0.00
INVOICE 101818MA2 TOTALS:					\$2,050.00	\$0.00	\$2,050.00				\$0.00
TOWN OF JEROME TOTALS:					\$2,505.00	\$0.00	\$2,505.00				\$0.00
VENDOR: 680 - RON CHILSTON											
100118MA1	10/01/18	10/01/18	10/31/18								
Payout of JFD Pension, Chilston		1.10.2999		- Suspense Account	\$5,000.00	\$0.00	\$5,000.00	10/01/18	9375	ASCUC†	\$0.00
INVOICE 100118MA1 TOTALS:					\$5,000.00	\$0.00	\$5,000.00				\$0.00
RON CHILSTON TOTALS:					\$5,000.00	\$0.00	\$5,000.00				\$0.00
VENDOR: 725 - SC FUELS											
101018F	10/09/18	10/24/18									
46690, 0024196 water		2.50.6145		- Fuel	\$52.26	\$0.00	\$52.26	10/09/18	9418	ASCUC†	\$0.00
46690, 0024196 sewer		2.51.6145		- Fuel	\$52.27	\$0.00	\$52.27	10/09/18	9418	ASCUC†	\$0.00
46690, 0024196 trash		2.52.6145		- Fuel	\$230.83	\$0.00	\$230.83	10/09/18	9418	ASCUC†	\$0.00
INVOICE 101018F TOTALS:					\$335.36	\$0.00	\$335.36				\$0.00
102418C	10/24/18	11/08/18									
46690, 0030390 water		2.50.6145		- Fuel	\$91.93	\$0.00	\$91.93	10/24/18	9457	ASCUC†	\$0.00
46690, 0030390 sewer		2.51.6145		- Fuel	\$91.93	\$0.00	\$91.93	10/24/18	9457	ASCUC†	\$0.00
46690, 0030390 trash		2.52.6145		- Fuel	\$411.22	\$0.00	\$411.22	10/24/18	9457	ASCUC†	\$0.00
INVOICE 102418C TOTALS:					\$595.08	\$0.00	\$595.08				\$0.00
SC FUELS TOTALS:					\$930.44	\$0.00	\$930.44				\$0.00
VENDOR: 735 - FOUR-D LLC											
100318E	10/03/18	11/02/18									
699 GG		1.11.6193		- Computer Hardware & Serv	\$225.00	\$0.00	\$225.00	10/04/18	9401	ASCUC†	\$0.00
INVOICE 100318E TOTALS:					\$225.00	\$0.00	\$225.00				\$0.00
FOUR-D LLC TOTALS:					\$225.00	\$0.00	\$225.00				\$0.00
VENDOR: 747 - TOWN OF JEROME PR											
102318MA1	10/23/18	10/23/18									
Payroll Transfer		1.10.2999		- Suspense Account	\$90,000.00	\$0.00	\$90,000.00	10/23/18	9446	ASCUC†	\$0.00
INVOICE 102318MA1 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											
101718L	10/16/18	11/15/18									
22723 GG		1.11.6170		- Legal Exp - Gen Gov	\$468.00	\$0.00	\$468.00	10/16/18	9433	ASCUC†	\$0.00
22723 PZ		1.16.6170		- Legal Exp - P&Z	\$624.00	\$0.00	\$624.00	10/16/18	9433	ASCUC†	\$0.00

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Ledger as of : 10/1/2018 to 10/31/2018

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
INVOICE 101718L TOTALS:					\$1,092.00	\$0.00	\$1,092.00				\$0.00
SIMS MURRAY, LTD TOTALS:					\$1,092.00	\$0.00	\$1,092.00				\$0.00
VENDOR: 773 - AZ MUNICIPAL RISK RET POOL P&C											
AMRRP-P&C-1	10/16/18	10/16/18	10/16/18	1.11.6155 - Insurance	\$6,854.82	\$0.00	\$6,854.82	10/16/18	9434	ASCUC†	\$0.00
40001406-10032018 GG				2.50.6155 - Insurance	\$2,705.85	\$0.00	\$2,705.85	10/16/18	9434	ASCUC†	\$0.00
40001406-10032018 water				2.51.6155 - Insurance	\$3,066.63	\$0.00	\$3,066.63	10/16/18	9434	ASCUC†	\$0.00
40001406-10032018 sewer				2.52.6155 - Insurance	\$3,607.80	\$0.00	\$3,607.80	10/16/18	9434	ASCUC†	\$0.00
40001406-10032018 trash				3.30.6155 - Insurance	\$1,803.90	\$0.00	\$1,803.90	10/16/18	9434	ASCUC†	\$0.00
40001406-10032018 HURF					\$18,039.00	\$0.00	\$18,039.00				\$0.00
INVOICE AMRRP-P&C-1 TOTALS:					\$18,039.00	\$0.00	\$18,039.00				\$0.00
AZ MUNICIPAL RISK RET POOL P&C TOTALS:											
INVOICE TOJUTILITIES-27 TOTALS:					\$216.90	\$0.00	\$216.90				\$0.00
VENDOR: 793 - TOWN OF JEROME - UTILITIES											
TOJUTILITIES-27	10/03/18	10/03/18	11/02/18	1.18.6285 - Utilities	\$137.56	\$0.00	\$137.56	10/04/18	9402	ASCUC†	\$0.00
7002-01 Civic Center				1.18.6285 - Utilities	\$137.32	\$0.00	\$137.32	10/04/18	9402	ASCUC†	\$0.00
7015-01 Fire station				1.18.6285 - Utilities	\$177.32	\$0.00	\$177.32	10/04/18	9402	ASCUC†	\$0.00
7031-01 Library				1.18.6285 - Utilities	\$137.56	\$0.00	\$137.56	10/04/18	9402	ASCUC†	\$0.00
7054-01 Police station				1.18.6285 - Utilities	\$137.56	\$0.00	\$137.56	10/04/18	9402	ASCUC†	\$0.00
7060-01 Town yard					\$806.90	\$0.00	\$806.90				\$0.00
INVOICE TOJUTILITIES-27 TOTALS:					\$806.90	\$0.00	\$806.90				\$0.00
TOWN OF JEROME - UTILITIES TOTALS:											
VENDOR: 794 - BANKCARD CENTER TOJ											
101018BB	10/11/18	10/11/18	11/10/18	2.51.6145 - Fuel	\$5.17	\$0.00	\$5.17	10/11/18	9419	ASCUC†	\$0.00
Gas for Equipment, Sewer				2.50.6145 - Fuel	\$5.17	\$0.00	\$5.17	10/11/18	9419	ASCUC†	\$0.00
Gas for Equipment, Water				1.18.6145 - Fuel	\$5.16	\$0.00	\$5.16	10/11/18	9419	ASCUC†	\$0.00
Gas for Equipment, Prop				1.17.6145 - Fuel	\$5.16	\$0.00	\$5.16	10/11/18	9419	ASCUC†	\$0.00
Gas for Equipment, Parks				2.52.6145 - Fuel	\$5.17	\$0.00	\$5.17	10/11/18	9419	ASCUC†	\$0.00
Gas for Equipment, Trash				3.30.6145 - Fuel	\$5.17	\$0.00	\$5.17	10/11/18	9419	ASCUC†	\$0.00
Gas for Equipment, HURF					\$31.00	\$0.00	\$31.00				\$0.00
INVOICE 101018BB TOTALS:					\$31.00	\$0.00	\$31.00				\$0.00
101018BC											
-2415, Amazon Renewal, GG	10/11/18	10/11/18	11/10/18	1.11.6125 - Dues, Subs & Memberships	\$130.72	\$0.00	\$130.72	10/11/18	9419	ASCUC†	\$0.00
Anne Bassett Recognition, GG				1.11.6185 - Miscellaneous	\$113.85	\$0.00	\$113.85	10/11/18	9419	ASCUC†	\$0.00
Hosting, GG				1.11.6192 - Software Support Exp - GG	\$58.61	\$0.00	\$58.61	10/11/18	9419	ASCUC†	\$0.00
Ink and headphones, GG				1.11.6195 - Operating Supplies - Gen G	\$215.84	\$0.00	\$215.84	10/11/18	9419	ASCUC†	\$0.00
OSS Academy Warren & Lee, PD				1.13.6116 - Training & Education	\$190.00	\$0.00	\$190.00	10/11/18	9419	ASCUC†	\$0.00
PC Renewal, PD				1.13.6195 - Operating Supplies - Police	\$50.00	\$0.00	\$50.00	10/11/18	9419	ASCUC†	\$0.00
Postage, PD				1.13.6200 - Postage	\$5.15	\$0.00	\$5.15	10/11/18	9419	ASCUC†	\$0.00
Survival Supply, PD				1.13.6250 - Small Tools and Equipment	\$215.75	\$0.00	\$215.75	10/11/18	9419	ASCUC†	\$0.00
Art Workshop supplies, LIB				1.15.6195 - Operating Supplies - Librar	\$126.96	\$0.00	\$126.96	10/11/18	9419	ASCUC†	\$0.00

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Dell Charger, LIB		1.15.6250		- Small Tools and Equipment	\$25.98	\$0.00	\$25.98	10/11/18	9419	ASCUC†	\$0.00
		INVOICE 101018BC TOTALS:			\$1,132.86	\$0.00	\$1,132.86				\$0.00
101018BD	10/11/18	10/11/18	11/10/18								
2415; Mirror & parts for vehicles, Mirror & parts for vehicles, Water		2.51.6220		- Rep and Maint - Vehicles	\$18.50	\$0.00	\$18.50	10/11/18	9420	ASCUC†	\$0.00
Mirror & parts for vehicles, Prop		2.50.6220		- Rep and Maint - Vehicles	\$18.50	\$0.00	\$18.50	10/11/18	9420	ASCUC†	\$0.00
Mirror & parts for vehicles, Parks		1.18.6220		- Rep and Maint - Vehicles	\$18.49	\$0.00	\$18.49	10/11/18	9420	ASCUC†	\$0.00
Mirror & parts for vehicles, Trash		1.17.6220		- Rep and Maint - Vehicles	\$18.49	\$0.00	\$18.49	10/11/18	9420	ASCUC†	\$0.00
Mirror & parts for vehicles, HURF		2.52.6220		- Rep and Maint - Vehicles	\$18.50	\$0.00	\$18.50	10/11/18	9420	ASCUC†	\$0.00
		3.30.6220		- Rep and Maint - Vehicles	\$18.50	\$0.00	\$18.50	10/11/18	9420	ASCUC†	\$0.00
		INVOICE 101018BD TOTALS:			\$110.98	\$0.00	\$110.98				\$0.00
101018BE	10/11/18	10/11/18	11/10/18								
For raincoats, Sewer		2.51.6280		- Uniform Exp Sewer	\$13.67	\$0.00	\$13.67	10/11/18	9420	ASCUC†	\$0.00
For raincoats, Water		2.50.6280		- Uniform Exp Water	\$13.67	\$0.00	\$13.67	10/11/18	9420	ASCUC†	\$0.00
For raincoats, Prop		1.18.6280		- Uniform Exp Properties	\$13.66	\$0.00	\$13.66	10/11/18	9420	ASCUC†	\$0.00
For raincoats, Parks		1.17.6280		- Uniform Exp Parks	\$13.66	\$0.00	\$13.66	10/11/18	9420	ASCUC†	\$0.00
For raincoats, Trash		2.52.6280		- Uniform Exp Trash	\$13.67	\$0.00	\$13.67	10/11/18	9420	ASCUC†	\$0.00
Fur raincoats, HURF		3.30.6280		- Uniform Exp - HURF	\$13.65	\$0.00	\$13.65	10/11/18	9420	ASCUC†	\$0.00
		INVOICE 101018BE TOTALS:			\$81.98	\$0.00	\$81.98				\$0.00
VENDOR: 795 - BANKCARD CENTER WF					\$1,356.82	\$0.00	\$1,356.82				\$0.00
092718WL											
1961Books, training material, FD		1.14.6116		- Training & Education	\$462.97	\$0.00	\$462.97	10/02/18	9376	ASCUC†	\$0.00
Dues and Subscriptions I tunes, FD		1.14.6125		- Dues and Subscriptions	\$11.97	\$0.00	\$11.97	10/02/18	9376	ASCUC†	\$0.00
Pulse Oximeters, FD		1.14.6181		- Medical Supplies Exp	\$87.46	\$0.00	\$87.46	10/02/18	9376	ASCUC†	\$0.00
Ink and office supplies, FD		1.14.6195		- Operating Supplies - Fire D	\$392.76	\$0.00	\$392.76	10/02/18	9376	ASCUC†	\$0.00
Summit signs, FD		1.14.6250		- Small Tools and Equipment	\$56.82	\$0.00	\$56.82	10/02/18	9376	ASCUC†	\$0.00
Firewise Grant Lodging, FD		5.40.6238		- Fire Dept Exp - Opr Grants	\$348.96	\$0.00	\$348.96	10/02/18	9376	ASCUC†	\$0.00
Klondike Fire Food		1.10.2999		- Suspense Account	\$336.78	\$0.00	\$336.78	10/02/18	9376	ASCUC†	\$0.00
Klondike Fire Fuel		1.10.2999		- Suspense Account	\$1,576.51	\$0.00	\$1,576.51	10/02/18	9376	ASCUC†	\$0.00
Klondike FireLodging		1.10.2999		- Suspense Account	\$396.32	\$0.00	\$396.32	10/02/18	9376	ASCUC†	\$0.00
Klondike Fire Miscellaneous		1.10.2999		- Suspense Account	\$1,847.26	\$0.00	\$1,847.26	10/02/18	9376	ASCUC†	\$0.00
		INVOICE 092718WL TOTALS:			\$5,517.81	\$0.00	\$5,517.81				\$0.00
102418WF											
1961: Nat'l EMT reg, Hotel, Trainin		1.14.6116		- Training & Education	\$268.62	\$0.00	\$268.62	10/24/18	9447	ASCUC†	\$0.00
MSFT subscription, FD		1.14.6125		- Dues and Subscriptions	\$81.74	\$0.00	\$81.74	10/24/18	9447	ASCUC†	\$0.00
Maverick gas, FD		1.14.6181		- Medical Supplies Exp	\$42.56	\$0.00	\$42.56	10/24/18	9447	ASCUC†	\$0.00
In Access Tools, wedge, FD		1.14.6250		- Small Tools and Equipment	\$91.72	\$0.00	\$91.72	10/24/18	9447	ASCUC†	\$0.00
		INVOICE 102418WF TOTALS:			\$484.64	\$0.00	\$484.64				\$0.00
BANKCARD CENTER WF TOTALS:					\$6,002.45	\$0.00	\$6,002.45				\$0.00
VENDOR: 806 - PRESCOTT LAW GROUP, PLC											\$0.00

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101818Q 2011-00019, 2437 PD	10/18/18	10/18/18	11/17/18	1.13.6172 - Prosecutor Exp	\$2,011.00	\$0.00	\$2,011.00	10/18/18	9444	ASCUCF	\$0.00
INVOICE 101818Q TOTALS:					\$2,011.00	\$0.00	\$2,011.00				\$0.00
VENDOR: 826 - PRECISION POLYGRAPH											
102518M 2018 J1011 PD	10/25/18	10/25/18	11/24/18	1.13.6110 - Contract Services	\$184.38	\$0.00	\$184.38	10/25/18	9462	ASCUCF	\$0.00
INVOICE 102518M TOTALS:					\$184.38	\$0.00	\$184.38				\$0.00
PRECISION POLYGRAPH TOTALS:					\$184.38	\$0.00	\$184.38				\$0.00
VENDOR: 847 - JASPER LANNING											
100318C reimbursement for room	10/03/18	10/03/18	10/03/18	1.10.2999 - Suspense Account	\$51.63	\$0.00	\$51.63	10/04/18	9403	ASCUCF	\$0.00
INVOICE 100318C TOTALS:					\$51.63	\$0.00	\$51.63				\$0.00
JASPER LANNING TOTALS:					\$51.63	\$0.00	\$51.63				\$0.00
VENDOR: 860 - VVMC OCCUPATIONAL MEDICINE											
100418K 2095 FD	10/04/18	10/04/18	11/03/18	1.14.6180 - Medical Expenses	\$105.00	\$0.00	\$105.00	10/04/18	9404	ASCUCF	\$0.00
INVOICE 100418K TOTALS:					\$105.00	\$0.00	\$105.00				\$0.00
VVMC OCCUPATIONAL MEDICINE TOTALS:					\$105.00	\$0.00	\$105.00				\$0.00
VENDOR: 866 - DEERE CREDIT, INC.											
JDCF30	10/16/18	10/16/18	11/15/18	1.18.8040 - Lease Payments	\$77.60	\$0.00	\$77.60	10/16/18	9435	ASCUCF	\$0.00
030-0064123-000, 2062427 prop				1.17.8040 - Lease Payments	\$77.60	\$0.00	\$77.60	10/16/18	9435	ASCUCF	\$0.00
030-0064123-000, 2062427 parks				2.50.8040 - Lease Payments	\$271.59	\$0.00	\$271.59	10/16/18	9435	ASCUCF	\$0.00
030-0064123-000, 2062427 water				2.51.8040 - Lease Payments	\$271.59	\$0.00	\$271.59	10/16/18	9435	ASCUCF	\$0.00
030-0064123-000, 2062427 sewer				3.30.8040 - Lease Payments	\$77.58	\$0.00	\$77.58	10/16/18	9435	ASCUCF	\$0.00
030-0064123-000, 2062427 HURF					\$775.96	\$0.00	\$775.96				\$0.00
INVOICE JDCF30 TOTALS:					\$775.96	\$0.00	\$775.96				\$0.00
DEERE CREDIT, INC. TOTALS:					\$775.96	\$0.00	\$775.96				\$0.00
VENDOR: 871 - NORTHERN AZ FIRE SERVICES											
100418S 1035 FD labor	10/04/18	10/04/18	11/03/18	1.14.6220 - Rep and Maint - Vehicles	\$930.00	\$0.00	\$930.00	10/04/18	9405	ASCUCF	\$0.00
INVOICE 100418S TOTALS:					\$930.00	\$0.00	\$930.00				\$0.00
VENDOR: 871 - NORTHERN AZ FIRE SERVICES											
100418T 1035 FD parts	10/04/18	10/04/18	11/03/18	1.14.6220 - Rep and Maint - Vehicles	\$1,874.85	\$0.00	\$1,874.85	10/04/18	9405	ASCUCF	\$0.00

Town of Jerome

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

Ledger as of : 10/1/2018 to 10/31/2018

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
				INVOICE 100418T TOTALS:	\$1,874.85	\$0.00	\$1,874.85				\$0.00
100418U 1036 FD labor	10/04/18	10/04/18	11/03/18	1.14.6220 - Rep and Maint - Vehicles	\$785.00	\$0.00	\$785.00	10/04/18	9405	ASCUC†	\$0.00
				INVOICE 100418U TOTALS:	\$785.00	\$0.00	\$785.00				\$0.00
100418V 1036 parts	10/04/18	10/04/18	11/03/18	1.14.6220 - Rep and Maint - Vehicles	\$827.85	\$0.00	\$827.85	10/04/18	9405	ASCUC†	\$0.00
				INVOICE 100418V TOTALS:	\$827.85	\$0.00	\$827.85				\$0.00
100418W 1033 FD labor	10/04/18	10/04/18	11/03/18	1.14.6220 - Rep and Maint - Vehicles	\$875.00	\$0.00	\$875.00	10/04/18	9405	ASCUC†	\$0.00
				INVOICE 100418W TOTALS:	\$875.00	\$0.00	\$875.00				\$0.00
100418X 1033 FD parts	10/04/18	10/04/18	11/03/18	1.14.6220 - Rep and Maint - Vehicles	\$474.52	\$0.00	\$474.52	10/04/18	9405	ASCUC†	\$0.00
				INVOICE 100418X TOTALS:	\$474.52	\$0.00	\$474.52				\$0.00
102418G 1056 FD labor	10/24/18	10/24/18	11/23/18	1.14.6220 - Rep and Maint - Vehicles	\$420.00	\$0.00	\$420.00	10/24/18	9458	ASCUC†	\$0.00
1056 FD parts				1.14.6220 - Rep and Maint - Vehicles	\$459.69	\$0.00	\$459.69	10/24/18	9458	ASCUC†	\$0.00
1057 FD labor				1.14.6220 - Rep and Maint - Vehicles	\$750.00	\$0.00	\$750.00	10/24/18	9458	ASCUC†	\$0.00
1057 FD parts				1.14.6220 - Rep and Maint - Vehicles	\$961.19	\$0.00	\$961.19	10/24/18	9458	ASCUC†	\$0.00
				INVOICE 102418G TOTALS:	\$2,590.88	\$0.00	\$2,590.88				\$0.00
				NORTHERN AZ FIRE SERVICES TOTALS:	\$8,358.10	\$0.00	\$8,358.10				\$0.00
VENDOR: 910 - WOLFE COMMUNICATIONS											
100418M 9357 FD	10/04/18	10/04/18	10/04/18	1.14.6195 - Operating Supplies - Fire D	\$19.90	\$0.00	\$19.90	10/04/18	9406	ASCUC†	\$0.00
				INVOICE 100418M TOTALS:	\$19.90	\$0.00	\$19.90				\$0.00
				WOLFE COMMUNICATIONS TOTALS:	\$19.90	\$0.00	\$19.90				\$0.00
VENDOR: 914 - LIFE & PROPERTY SAFETY, LLC											
100418JJ 2551 prop	10/04/18	10/04/18	11/03/18	1.18.6215 - R&M Building - Properties	\$96.00	\$0.00	\$96.00	10/04/18	9407	ASCUC†	\$0.00
				INVOICE 100418JJ TOTALS:	\$96.00	\$0.00	\$96.00				\$0.00
101818N 2618 prop labor	10/18/18	10/18/18	11/17/18	1.18.6215 - R&M Building - Properties	\$170.00	\$0.00	\$170.00	10/18/18	9445	ASCUC†	\$0.00
2618 prop parts				1.18.6215 - R&M Building - Properties	\$508.97	\$0.00	\$508.97	10/18/18	9445	ASCUC†	\$0.00
				INVOICE 101818N TOTALS:	\$678.97	\$0.00	\$678.97				\$0.00
				LIFE & PROPERTY SAFETY, LLC TOTALS:	\$774.97	\$0.00	\$774.97				\$0.00

AP Vendor Detail Ledger (Range of Posting Dates with Payment Detail)
Ledger as of: 10/1/2018 to 10/31/2018

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
SEAN BAUER TOTALS:					\$0.00	\$0.00	\$0.00				\$0.00
VENDOR: 931 - HUBBARD MERRELL ENGINEERING											
100418P	10/04/18	10/04/18	10/04/18								\$0.00
2189 CDBG SSP				5.40.6103 - Operating Grants Exp	\$1,970.00	\$0.00	\$1,970.00	10/04/18	9408	ASCUCF	\$0.00
2190 CDBG SSP				5.40.6103 - Operating Grants Exp	\$3,090.00	\$0.00	\$3,090.00	10/04/18	9408	ASCUCF	\$0.00
INVOICE 100418P TOTALS:					\$5,060.00	\$0.00	\$5,060.00				\$0.00
HUBBARD MERRELL ENGINEERING TOTALS:											
					\$5,060.00	\$0.00	\$5,060.00				\$0.00
VENDOR: 934 - MARTIN BOLAND											
102418K	10/24/18	10/24/18	10/24/18								\$0.00
3493124 sewer reimbursement				2.51.6220 - Rep and Maint - Vehicles	\$28.40	\$0.00	\$28.40	10/24/18	9459	ASCUCF	\$0.00
3493124 water				2.50.6220 - Rep and Maint - Vehicles	\$28.40	\$0.00	\$28.40	10/24/18	9459	ASCUCF	\$0.00
3493124 prop				1.18.6220 - Rep and Maint - Vehicles	\$28.38	\$0.00	\$28.38	10/24/18	9459	ASCUCF	\$0.00
3493124 parks				1.17.6220 - Rep and Maint - Vehicles	\$28.38	\$0.00	\$28.38	10/24/18	9459	ASCUCF	\$0.00
3493124 trash				2.52.6220 - Rep and Maint - Vehicles	\$28.40	\$0.00	\$28.40	10/24/18	9459	ASCUCF	\$0.00
3493124 HURF				3.30.6220 - Rep and Maint - Vehicles	\$28.39	\$0.00	\$28.39	10/24/18	9459	ASCUCF	\$0.00
INVOICE 102418K TOTALS:					\$170.35	\$0.00	\$170.35				\$0.00
					\$170.35	\$0.00	\$170.35				\$0.00
VENDOR: 947 - JONI SAVAGE											
103118C	10/31/18	10/31/18	11/30/18								\$0.00
mileage reimbursement GG				1.11.6275 - Travel	\$62.35	\$0.00	\$62.35	10/31/18	9472	ASCUCF	\$0.00
INVOICE 103118C TOTALS:					\$62.35	\$0.00	\$62.35				\$0.00
					\$62.35	\$0.00	\$62.35				\$0.00
VENDOR: 952 - KAIROS HEALTH ARIZONA, INC.											
100418R	10/04/18	10/04/18	11/03/18								\$0.00
health insurance - 0918-42				1.10.2406 - Health Insurance	\$11,560.98	\$0.00	\$11,560.98	10/04/18	9409	ASCUCF	\$0.00
INVOICE 100418R TOTALS:					\$11,560.98	\$0.00	\$11,560.98				\$0.00
					\$11,560.98	\$0.00	\$11,560.98				\$0.00
VENDOR: 974 - PURSELL LAW FIRM, PLLC											
100318C	10/03/18	10/03/18	10/03/18								\$0.00
health insurance 1018-42				1.10.2406 - Health Insurance	\$12,134.61	\$0.00	\$12,134.61	10/24/18	9460	ASCUCF	\$0.00
INVOICE 102418J TOTALS:					\$12,134.61	\$0.00	\$12,134.61				\$0.00
					\$12,134.61	\$0.00	\$12,134.61				\$0.00
KAIROS HEALTH ARIZONA, INC. TOTALS:					\$23,695.59	\$0.00	\$23,695.59				\$0.00

*V - Denotes Voided Check Entries

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

Ledger as of : 10/1/2018 to 10/31/2018

Invoice Number Description	Inv.Date	Post.Date Account	Due.Date	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Thomas W. Evans CT		1.12.6110 - Contract Services			\$0.00	\$550.00	10/18/18		ASCUC†	(\$550.00)
		1.12.6110 - Contract Services		\$550.00	\$0.00	\$550.00	*V 10/04/18	9410	ASCUC†	\$0.00
		1.12.6110 - Contract Services			\$0.00	(\$550.00)	*V 10/18/18	9410	ASCUC†	\$550.00
		INVOICE 100318C TOTALS:		\$550.00	\$0.00	\$550.00				\$0.00
CR-0000001 Thomas W. Evans CT	10/18/18	1.12.6118 11/02/18			\$0.00	(\$550.00)	10/18/18		ASCUC†	\$0.00
		1.12.6110 - Contract Services		(\$550.00)	\$0.00	(\$550.00)				\$0.00
		INVOICE CR-0000001 TOTALS:		(\$550.00)	\$0.00	(\$550.00)				\$0.00
		PURSELL LAW FIRM, PLLC TOTALS:		\$0.00	\$0.00	\$0.00				\$0.00
VENDOR: 994 - PCM-G 100418Z 80947654 PD	10/04/18	1.13.6195 11/03/18			\$0.00	\$233.34	10/04/18	9411	ASCUC†	\$0.00
		1.13.6195 - Operating Supplies - Police		\$233.34	\$0.00	\$233.34				\$0.00
		INVOICE 100418Z TOTALS:		\$233.34	\$0.00	\$233.34				\$0.00
		PCM-G TOTALS:		\$233.34	\$0.00	\$233.34				\$0.00
		LEDGER TOTALS:		\$275,940.10	\$0.00	\$275,940.10				\$0.00

11/6/18
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Town of Jerome
Balance Sheet
As of 10/31/2018
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	(2,415.20)	
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	72,764.18	
OAZ Checking	566,385.47	
OAZ General Savings	392,597.45	
OAZ CTL Business Savings	5.00	
Total Current Assets		\$1,302,951.66

Other Assets

Due From Other Funds	\$1,736,472.72	
Total Other Assets		1,736,472.72

Total Assets \$3,039,424.38

Liabilities and Net Assets

Current Liabilities

Accounts Payable	\$8,091.08	
Federal WH & FICA	689.82	
Arizona Withholding	51.47	
Unemployment Taxes	(736.13)	
AFLAC	(488.87)	
Health Insurance	6,566.21	
457G Retirement	2,554.71	
PSPRS	3,134.01	
Customer Deposits	6,647.22	
FD Per Call Payable	21,843.00	
Ganishments Payable	1,735.51	
HDHP Savings	1,314.95	
Wages Payable	12,916.03	
Due To Other Funds	2,368,608.78	
Court Liabilities	8,313.97	
Suspense Account	(12,703.89)	
Total Current Liabilities		\$2,428,537.87
Total Liabilities		\$2,428,537.87

Net Assets

Unrestricted Funds 731,614.28

11/6/18
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Town of Jerome
Balance Sheet
As of 10/31/2018
Fund: (1) General

Prior Period Adj - GF	56.13	
Current Year Net Assets	<u>(120,783.90)</u>	
Total Net Assets		<u>610,886.51</u>
Total Liabilities and Net Assets		<u><u>\$3,039,424.38</u></u>

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Town of Jerome
Balance Sheet
As of 10/31/2018
Fund: (2) Utilities

Assets

Current Assets

Allowance for Doubtful Accts	\$(15,000.00)	
Utilities A/R	59,759.65	
Bond Account	7,897.52	
Replacement & Extension Acct	61,600.54	
Series 2001 Bond Reserve Acct	30,039.31	
Total Current Assets		\$144,297.02

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	
Total Property, Plant & Equipment		2,261,042.41

Other Assets

Due From Other Funds	\$970,891.38	
Total Other Assets		970,891.38

Total Assets

\$3,376,230.81

Liabilities and Net Assets

Current Liabilities

Accounts Payable	\$11,898.39	
Federal WH & FICA	3,777.54	
Sales Tax Payable	1,110.18	
Customer Deposits	25,422.50	
Compensated Absences	1,136.15	
Bonds Payable	170,435.40	
Other Liabilities	12,414.44	
Due To Other Funds	923,019.97	
Accrued Payroll	2,152.93	
Accrued Interest Payable	3,834.79	
Total Current Liabilities		\$1,155,202.29

Total Liabilities

\$1,155,202.29

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	33,636.87	
Total Net Assets		2,221,028.52
Total Liabilities and Net Assets		\$3,376,230.81

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4:46:03 PM

Town of Jerome
Balance Sheet
As of 10/31/2018
Fund: (3) Road

Assets

Current Assets

HURF Accounts Receivable	\$6,213.98	
OAZ HURF Savings	112,583.07	
Total Current Assets		\$118,797.05

Other Assets

Due From Other Funds	\$124,361.29	
Total Other Assets		124,361.29

Total Assets **\$243,158.34**

Liabilities and Net Assets

Current Liabilities

Accounts Payable	\$1,551.46	
Due To Other Funds	245,817.67	
Accrued Payroll	670.55	
Total Current Liabilities		\$248,039.68

Total Liabilities **\$248,039.68**

Net Assets

Unrestricted Fund Balance	(4,047.84)	
Current Year Net Assets	(833.50)	
Total Net Assets		(4,881.34)
Total Liabilities and Net Assets		\$243,158.34

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4:46:14 PM

Town of Jerome
Balance Sheet
As of 10/31/2018

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

Total Assets		\$179,034.78
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Liabilities and Net Assets

Current Liabilities

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

Total Liabilities		\$20,639.26
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Net Assets

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

Total Net Assets		158,395.52
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Total Liabilities and Net Assets		\$179,034.78
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11/6/18
4:46:28 PM

Town of Jerome
Balance Sheet
As of 10/31/2018

Fund: (5) Operating Grants

Assets

Current Assets

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

Other Assets

Due From Other Funds	\$377,502.74	
Total Other Assets		377,502.74

Total Assets \$548,824.57

Liabilities and Net Assets

Current Liabilities

Due To Other Funds	\$378,407.60	
Deferred Revenue - Opr Grants	6,591.66	
Accounts Payable - Opr Grants	75,359.48	
Total Current Liabilities		\$460,358.74

Total Liabilities \$460,358.74

Net Assets

Unrestricted Fund Balance	33,516.05	
Current Year Net Assets	54,949.78	
Total Net Assets		88,465.83
Total Liabilities and Net Assets		<u><u>\$548,824.57</u></u>

11/6/18
4:46:40 PM

Town of Jerome
Balance Sheet
As of 10/31/2018

Fund: (6) Capital Grants

Assets

Other Assets

Due From Other Funds	\$620,627.96	
Total Other Assets	<u>620,627.96</u>	\$620,627.96
Total Assets		<u><u>620,627.96</u></u>

Liabilities and Net Assets

Current Liabilities

Deferred Revenue - Cap Grants	\$37,345.41	
Due To Other Funds	97,666.65	
Total Current Liabilities	<u>135,012.06</u>	\$135,012.06
Total Liabilities		<u>135,012.06</u>

Net Assets

Restricted Fund Balance	\$31,920.73	
Unrestricted Fund Balance	(35,183.20)	
Current Year Net Assets	<u>488,878.37</u>	
Total Net Assets		<u>485,615.90</u>
Total Liabilities and Net Assets		<u><u>620,627.96</u></u>

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4:46:51 PM

Town of Jerome
Balance Sheet
As of 10/31/2018

Fund: (7) GF Contingencies

Assets

Current Assets

Wildland Fees Receivable	\$29,152.52	
Total Current Assets	<u>29,152.52</u>	\$29,152.52

Other Assets

Due From Other Funds	\$182,332.88	
Total Other Assets	<u>182,332.88</u>	182,332.88

Total Assets		<u><u>\$211,485.40</u></u>
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Liabilities and Net Assets

Current Liabilities

Due To Other Funds	\$57,117.46	
Accrued Payroll	8,883.71	
Total Current Liabilities	<u>66,001.17</u>	\$66,001.17

Total Liabilities		<u>\$66,001.17</u>
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Net Assets

Unrestricted Fund Balance	\$89,093.11	
Current Year Net Assets	<u>56,391.12</u>	
Total Net Assets		<u>145,484.23</u>
Total Liabilities and Net Assets		<u><u>\$211,485.40</u></u>

11/6/18
4:47:01 PM

Town of Jerome
Balance Sheet
As of 10/31/2018
Fund: (9) Capital

Assets

Current Assets

OAZ Capital Improvements	\$40,530.13	
Total Current Assets	<hr/>	\$40,530.13

Other Assets

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

Total Assets		<hr/> <hr/> \$87,654.57
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Liabilities and Net Assets

Current Liabilities

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

Total Liabilities		<hr/> \$15,000.00
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Net Assets

Unrestricted Fund Balance	\$43,112.86	
Current Year Net Assets	<hr/>	29,541.71

Total Net Assets		<hr/> 72,654.57
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Total Liabilities and Net Assets		<hr/> <hr/> \$87,654.57
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For the meeting of November 13, 2018

MONTHLY STAFF REPORT TO THE MAYOR AND COUNCIL

Candace B. Gallagher, Town Manager/Clerk

Here are some of my activities over the past month:

- Submitted final payment request and reports for USDA Rural Development grant awarded to the Town for replacement of the roof at the Hotel Jerome.
- Submitted first payment request for latest round of CDBG housing rehabilitation funding.
- Prepared materials for and attended second meeting of water and sewer rates committee. Next meeting tba.
- Notified officials of Verde Valley municipalities, Yavapai County and Yavapai-Apache Nation of intergovernmental meeting to be hosted by Jerome on November 15. Solicited agenda items and prepared and distributed meeting agenda. Thank you to Joni Savage for arranging the refreshments and handling the room setup!
- Received resignation of Councilmember Hunter Bachrach, researched procedure for filling vacancy, and posted notices to solicit persons interested in serving.
- Acted as Election Official and Deputy Recorder for November 6 general election. No issues were encountered.
- Listed vintage refrigerator (which was removed from the Hotel Jerome during cleanup) at auction on PublicSurplus.com, and posted notices regarding same. The item sold on October 25 for \$290.00.
- Updated online Town Code with recently adopted ordinance. Hard copies are available upon request.
- 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) and Facebook page (<https://www.facebook.com/TownofJeromeAZ>). Began process of migrating Town website to another platform. My goal is to have this completed by January 31.
- 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, including public records requests.

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

Candace

WATER FLOWS REPORT

Reading Date	WALNUT GPM	VERDE GPM
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
Allen, Copper Chief and Twin Left springs TURNED OUT		
8-Oct	47	175
Cliff and Blowout springs TURNED OUT		
12-Oct	47	34
15-Oct	47	85
22-Oct	47	85
29-Oct	47	88

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	68,834	2,334	64,776	4,058
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	
Total YTD	1,050,000	218,082	(3,418)	1,022,197	2,415

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	(2,573)	11,874	10,707	1,167	26,056	25,679	377
August	38,048	30,418	7,630	9,666	11,798	(2,132)	21,251	23,198	(1,947)
September	29,273	26,606	2,667	9,229	9,669	(440)	22,174	22,172	2
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	
Total YTD	94,172	394,870	7,724	30,769	145,896	(1,405)	69,481	365,325	(1,568)

Added 1% Bed Tax

		TOTAL TO DATE
July	1,827	1,827
August	1,487	3,314
September	1,420	4,734
October		
November		
December		
January		
February		
March		
April		
May		
June		



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: October Year: 2018

Calls by Type	Number	Resident	Non-Resident
EMS	15	6	9
Residential Fire			
Commercial Fire			
Wildland			
Still Assignment	3	3	
Special Duty	23	9	14
Snake Removal	1	1	
Tech Rescue			
Rescue MVA	3		3
Hazmat Assignment	1	1	
Dispatch error			
Total	46	20	26
Total Calls Chief on Scene	36		
Total JFD Meetings Chief Attended	8		

Department Meetings and Drills	Number
Officer's Meeting	2
Work Session	1
Rope Drill	1
Drills	4

JVFD Hours Worked (No Salaried Hours Included in these totals)	Total Hours: 350
--	------------------

Fire Chief Meetings	Date
Chief's Meeting	10-3-18
Interview with Verde Valley News	10-18-18
Clubhouse meeting for sprinklers	10-24-18
County wide Chiefs' Meeting	10-25-18
UVX Apartments Sprinklers	10-26-18

Date	Activity	# of Personnel
10/1/2018	Officer's Meeting	7
10/4/2018	Business Meeting/Truck Checks	20
10/11/2018	EMS / Airways / BP	14
10/13/2018	Work Session	1
10/18/2018	Hose Deployment / Testing	18
10/25/2018	Decorate Spook Hall	17
10/27/2018	Rope	4
10/29/2018	Officer's Meeting	6

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.
- Keith Lazaro will be starting his Firefighting I & II academy this upcoming semester. Sean Bauer and Ian Haney will be taking Driver/Operator courses at Yavapai this Spring semester as well. Nick Bartell is attending Haz-Mat this upcoming Spring semester.
- Assistant Chief Tim Irwin will be putting on Company Officer Training 11/12-11/16. Included in these courses is Leadership/ Management/ IC Fundamentals (11/11), Incident Safety Officer/ Wildland Safety Officer (11/16-11/17), Scenarios/Command Presence/ Report on Conditions (11/18). Assistant Chief Irwin's expertise and thoroughness in these classes cannot be overstated. He is also planning on teaching a Driver/Operator A-1B (80 hours) when the new Type 1 Engine is delivered to Station 11.
- Captain Lanning completed his Engine Boss task book by working in Flagstaff from 10/9-10/10.

Department Affairs and On-going Projects

- Accepted Ron Chilston's resignation from full-time duty as Assistant Chief. I appointed Tim Irwin to the Assistant Chief position, Jasper Lanning and Ian Haney are now full-time Duty Officers.
- Our October 2018 call volume is down by 16 calls from September 2018 with 46 calls this month while October 2017's call volume was 51 calls. Our 2018 year to date call volume is still ahead of last year with 559 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 Auxiliary Firefighters Ball was record breaking. They managed to net \$11,009.00 A big thanks to the Town for allowing us to this annual event for our 44th consecutive year.
- The Chief completed 12 business license inspections in October.
- The Fire Chief helped direct 2 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 October Jerome Halloween weekend (10/26-10/28) and the Halloween Dance 10/27. Rope rescue training also fell on the same day as the Halloween Dance.
- Captain Lanning attended the PAWIC meeting in Prescott for Firewise on 10/4.
- Hose testing has been completed on around 100 hoses, with additional large diameter hose being tested 11/8.

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 purchasing an HME 4X4 short wheel base 1,500 gpm type 1 engine. Contracts were signed mid-October with delivery of the new engine within 60 days. 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 SCBAs and tanks. We are purchasing 12 AVON SCBA's through FDC emergency products. We will be purchasing one (1) more SCBA, RIC bag, and RIC bottle for \$11,000 once we have

met initial grant requests. Note that we are \$5,000 below budgeted amount in contingency. Assistant Chief Tim Irwin has also submitted a request for new battery-operated extrication tool for the department through FEMA to replace our 12-year-old tools. These will allow greater access by Jerome firefighters to extricate occupants.

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

Prevention

Visits to the burn pile totaled 55 loads of trimmings, slash and brush for a total of 144 combined Jerome citizen hours. Adding to those totals are 116 hours of fuels remediation for our Firewise crew and 1 combined hour 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.

October Incidents

Inci #	Date	Time	Day	Type of Call	Additional Info	# per
18-366	10/1/18	9:00:00 AM	Mon	Special Duty Resident	Assisted JPD with traffic control	1
18-367	10/2/18	8:00:00 AM	Tue	Still Assignment Resident	Burnt pile at old town yard	2
18-368	10/2/18	3:00:00 PM	Tue	Hazmat	Checked on diesel spill from MP344, 346	2
18-369	10/3/18	8:00:00 AM	Wed	Special Duty Resident	Removed road hazards	2
149	10/3/18	2:08:00 PM	Wed	EMS Non-Resident	50 yom welfare check	5
150	10/3/18	6:39:00 PM	Wed	Still Assignment Resident	Turned off stove that was left on	5
18-370	10/4/18	9:00:00 AM	Thur	Special Duty Non-Resident	Assisted JPD with traffic over	2
18-371	10/4/18	9:30:00 AM	Thur	Special Duty Non-Resident	Assisted citizen with disabled vehicle	2
18-372	10/5/18	1:00:00 PM	Fri	Snake Removal & Relocation	3-foot Bull snake	2
18-373	10/5/18	3:30:00 PM	Fri	EMS Non-Resident	50 yof with knee injury	1
151	10/6/18	12:05:00 AM	Sat	EMS Non-Resident	52 yof ETOH fall with injuries	4
152	10/7/18	8:25:00 PM	Sun	EMS Resident	76 yom fall	8
153	10/8/18	2:10:00 AM	Mon	EMS Resident	43 yof seizure possible overdose	4
154	10/8/18	9:50:00 AM	Mon	EMS Resident	82 yom fall with injuries	8
155	10/9/18	6:21:00 PM	Tue	EMS Non-Resident	20 yom with unknown medical problem	8
18-374	10/10/18	4:00:00 PM	Wed	MVA/Rescue Non-Resident	Vehicle into retaining wall noninjury	2
18-375	10/11/18	6:45:00 AM	Thur	MVA/Rescue Non-Resident	Oversize VS Vehicle noninjury	1
18-376	10/11/18	2:00:00 PM	Thur	Special Duty Non-Resident	Vehicle lock out	2
18-377	10/11/18	5:30:00 PM	Thur	Special Duty Non-Resident	Vehicle lock out	2

Inci #	Date	Time	Day	Type of Call	Additional Info	# per
18-378	10/11/18	6:00:00 PM	Thur	Special Duty Non-Resident	Vehicle lock out	3
18-379	10/12/18	3:00:00 PM	Fri	EMS Resident	43 yof welfare check Pt refusal	7
18-380	10/13/18	8:00:00 AM	Sat	Special Duty Resident	Station Staff	1
18-381	10/14/18	1:00:00 PM	Sun	Special Duty Resident	Station Staff	1
156	10/14/18	1:59:00 PM	Sun	EMS Non-Resident	74 yof with injuries due to a fall	5
18-382	10/15/18	11:30:00 AM	Mon	Special Duty Non-Resident	Assisted citizen with disabled vehicle	3
18-383	10/17/18	9:00:00 AM	Wed	Special Duty Non-Resident	Assisted JPD with oversized vehicle	2
157	10/17/18	2:48:00 PM	Wed	Still Assignment Resident	Checked on report of smoke in the area	1
18-384	10/18/18	11:00:00 AM	Thur	EMS Non-Resident	49 yof walk-in w/rolled ankle	3
18-385	10/18/18	4:00:00 PM	Thur	Special Duty Non-Resident	Disabled vehicle	1
18-386	10/19/18	5:00:00 PM	Fri	Special Duty Resident	Assisted elderly winterize home	1
18-387	10/20/18	10:00:00 AM	Sat	Special Duty Resident	Staffing for Humane Society Event	2
18-388	10/22/18	10:00:00 AM	Mon	Special Duty Resident	Assisted Humane Society Event tear down	4
18-389	10/23/18	9:30:00 AM	Tue	Special Duty Non-Resident	62 yom difficulty breathing	1
18-390	10/26/18	7:00:00 AM	Fri	Special Duty Non-Resident	Assisted JPD with oversized vehicle	1
18-391	10/26/18	9:00:00 AM	Fri	Special Duty Resident	Assisted citizen with disabled vehicle	2
18-392	10/26/18	11:00:00 AM	Fri	Special Duty Non-Resident	Assisted JPD with oversized vehicle	3
18-393	10/26/18	2:30:00 PM	Fri	Special Duty Non-Resident	47 yom cut finger basic first aid	1
158	10/27/18	4:25:00 PM	Sat	EMS Non-Resident	Difficulty Breathing canceled en route	4
18-394	10/27/18	6:00:00 PM	Sat	Special Duty Resident	Event Staffing	11
159	10/27/18	8:59:00 PM	Sat	EMS Non-Resident	48 yof dizziness PT refusal	3
160	10/28/18	7:57:00 AM	Sun	MVA/Rescue Non-Resident	Semi VS Pickup Truck noninjury	9
18-395	10/28/18	8:30:00 AM	Sun	Special Duty Non-Resident	Removed road hazards	3
161	10/28/18	7:06:00 PM	Sun	EMS Resident	64 yom fall injury	2
18-396	10/30/18	11:00:00 AM	Tue	Special Duty Non-Resident	Assisted citizen with disabled vehicle	2
18-397	10/31/18	11:00:00 AM	Wed	EMS Non-Resident	47 yom cut finger basic first aid	3
18-398	10/31/18	5:00:00 PM	Wed	EMS Resident	1 yof burn on hand basic first aid	3

October Burn Pile Log

Date	Address	Adult Prob.	Firewise	# Loads	# Crew	# Hours	Total Hours
2-Oct	555 Clark - Burn Permit Burn in Place		1		4	6	24.0
3-Oct	807 Hampshire		1	1	1	2	2.0
3-Oct	Douglas Rd		1	1	1	1	1.0
3-Oct	501 Douglas Rd			2	2	2	4.0
4-Oct	89A		1		2	8	16.0
4-Oct	34 Magnolia			2	1	3	3.0
4-Oct	650 Holly Ave			2	2	4	8.0
5-Oct	902 Hampshire			1	1	1	1.0
5-Oct	108 Douglas Rd			1	1	1	1.0
5-Oct	123 Beale			1	1	1	1.0
8-Oct	27 Rich St			1	1	1	1.0
8-Oct	902 Hampshire			1	2	1	2.0
9-Oct	Douglas Rd		1	1	1	6	6.0
9-Oct	327 Remington Way			1	1	3	3.0
9-Oct	TOJ Parks			2	4	3	12.0
9-Oct	500 Level - Burn Permit/Burn in Place				3	8	24.0
9-Oct	651 Clark St			2	3	4	12.0
10-Oct	597 Main St			2	1	2	2.0
10-Oct	Upper Park			1	1	1	1.0
10-Oct	UVX Rd			1	1	1	1.0
10-Oct	123 Beale St			1	1	2	2.0
11-Oct	Douglas Rd		1	4	1	3	3.0
11-Oct	29 Magnolia		1	1	2	1	2.0
12-Oct	820 Gulch Rd		1	1	2	1	2.0
12-Oct	687 Gulch Rd			1	1	1	1.0
16-Oct	201 County Rd			1	1	1	1.0
17-Oct	201 County Rd			2	2	4	8.0
17-Oct	687 Main St			2	2	2	4.0
17-Oct	1000 Perkinsville Rd - Burn Permit				1	6	6.0
18-Oct	201 County Rd			2	3	4	12.0
22-Oct	27 Rich St			2	2	2	4.0
23-Oct	633 Clark St		1	1	1	1	1.0
23-Oct	Sunshine Hill		1		1	6	6.0
24-Oct	116 Third St		1	2	1	2	2.0
24-Oct	818 Hampshire			2	2	1	2.0
25-Oct	89A	1	1		9	4	36.0
26-Oct	Rich St - TOJ		1		1	1	1.0
27-Oct	403 Clark St			4	2	4	8.0
29-Oct	141 North Dr			2	2	4	8.0
29-Oct	880 Hampshire Ave			2	2	4	8.0
29-Oct	403 Clark St			1	2	2	4.0

31-Oct	101 Main St		1	1	3	1	3.0
	Totals		14	55	78	116	249.0
144.0	Jerome Citizen Hours	Adult Prob. 9	Firewise	# Loads	# crew	# Hrs.	Total Hrs.

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



Founded 1876
Incorporated 1899

TOWN OF JEROME, ARIZONA

POST OFFICE BOX 335, JEROME, ARIZONA 86331
(928) 634-7943 FAX (928) 634-0715 m.boland@jerome.az.gov

Celebrating Our 119th Anniversary
1899 - 2018

OCTOBER 2018 PUBLIC WORKS MONTHLY REPORT

NORMAL WEEKLY DUTIES

- TRASH: Monday, Wednesday, and Friday.
- PARKS: Clean parks, Weed whip, and Mow.
- RECYCLE: Pickup cardboard and glass Tuesdays and Thursdays and go to recycle on Thursdays.
- WATER: Read water meters on Thursdays.
- HURF: Clean curb and gutters, Weed whip
- SEWER: Repair lines.

OTHER PROJECTS

WATER

Giroux St.- 2" complete rebuild. Screen housing has a small leak, may need replaced, and the valves will not shut off all the way. We will look for valves outside of the box, so we can replace the two inside the box next round of rebuilds.

4" complete rebuild, nothing replaced. Took till the following morning to seat and turn it back on. That's normal. 10/4/18

Verde St.- 2 ½ and 4" complete rebuild on both, nothing replaced. It took the 4" a couple hours to set itself. Normal for this regulator. 10/4/18

County Rd.- 2 and 4" complete rebuild. Copper line and brass "t" replaced on 4", nothing replaced on 2". 10/8/18

School St.- 2 and 4" complete rebuild. Pressure gauge replaced on the 4", it may need a new rubber seat next round. Nothing on 2". 10/9/18

Dundee Ave.- complete rebuild, flipped the rubber disc around. 10/9/18

Gulch Rd.- 2 and 4" complete rebuild. Replaced a copper line on the 2", and it will need a stainless-steel seat next round of rebuilds. 10/10/18

Clark St.- We did an exercise to see some of our options on replacing the whole regulator as we have talked about. We tried shutting off some valves on the main line bringing water into town to see if we can drop the pressure at the regulator, so we could do the work needed, and it did not. The two valves that we shut off above the regulator did not seem to work, so they didn't shut off. The three valves below the regulator may not work as well, or, they might not open back up when closed. It looks as though we will need to add a valve close to the regulator box on the transmission line, which will mean shutting the water off outside of town, which is risky as well. We're finding more and more valves that do not work at all. Which is something I'll be glad to sit with the new council to discuss.

Detail

Date Printed: 11/02/2018



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Work Order #: 0000000052
Title: Water 10/18
Origin: Non-PM
Cost Center: WATER
Priority: High
Problem: HISTORY
Originated: 10/09/2018
Expected:
Work Category: Planned

Source Type: Location
WO Status: Assigned
Originator: Admin Admin
Project:
Work Type: Preventive Maintenance
Cause: HISTORY
Assigned: 10/09/2018 10:55:00 AM
Completed:

Work requested:

Water 10/18

Hydrants x4

Valves Clark St. (Clean out and exercise)

Leaks (1st Ave., UVX & Doll house, County Road)

Blue Stakes (820 Gulch Rd., Verde & Third)

Meter Box on North Dr.

Water Shut off line Center and Beal st.

Regulators - Rebuilds (Giroux and Verde, School St. and Dundee, Gulch Rd.)

Checks X4

Water Shut off notices

Insulate Line Sunshine Hill

Check Flows - 10-1-18 (Walnut 47.57 V.C.215gpm

10-5-18 (Walnut 47.57 V.C. 170gpm

10-8-18 (Walnut 47.57 V.C. 175gpm

10-12-18 (Walnut 47.57 V.C. 34gpm

10-15-18 (Walnut 47.57 V.C. 85gpm

10-22-18 (Walnut 47.57 V.C 85 gpm

10-23-18 (Meter Read 709965

10-29-18 (Walnut 47.57 V.C. 88gpm

Action Taken:

Comments:

Detail

Date Printed: 11/02/2018



0000000052

Total Labor Cost:	2922.50	Total Labor Hours:	171.50
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 \$:	8.72		
WO Cost:	2931.22	Total Hrs:	171.50
Est \$:	0.00	Est Hrs:	0.00

Custom Fields

None

Assigned To

Employee #	Name	Job Title	Phone	Email	Est Hrs	Company Name
1	Admin Admin	Administrator		jlvanderhorst@hotmail.com	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
XANADLX TREVINO		10/01/2018 12:21:00 PM	1.00			Water-Check flows WN 47.57 VC 215
LYLE KEITH		10/04/2018 12:22:00 PM	7.00			Water-Rebuild Regulators Giroux and Verde Streets
Troy Marsh		10/04/2018 12:22:00 PM	7.50			Water-Read Route 1 water meters/check regulators
Gary Allen		10/04/2018 12:22:00 PM	4.00			Water-Rebuild regulators and check
LYLE KEITH		10/05/2018 12:25:00 PM	2.00			Water-Giroux 4" regulator/check Giroux and Verde Streets
XANADLX TREVINO		10/05/2018 12:25:00 PM	1.00			Water-Drop off Chlorine bottle/Check flows WN 47.57 VC 170
LYLE KEITH		10/08/2018 02:33:00 PM	5.50			Water-Rebuild regulator and reseal 4" regulator on County Road
XANADLX TREVINO		10/08/2018 02:33:00 PM	2.00			Water-Check flows WN 47.57 and VC 175. Check water meter box on 150 North Dr
Troy Marsh		10/08/2018 02:33:00 PM	1.00			Water-Check water meter box on 150 North Dr
Gary Allen		10/08/2018 02:33:00 PM	6.00			Water-Rebuild regulator and reseal 4" regulator on County Road
LYLE KEITH		10/09/2018 02:38:00 PM	5.50			Water-Rebuild regulators School St and Dundee
XANADLX TREVINO		10/09/2018 02:38:00 PM	1.50			Water-Confirm leak at 150 North Dr, make water shutoff notices
Troy Marsh		10/09/2018 02:38:00 PM	0.50			Water-Confirm leak at 150 North Dr
Gary Allen		10/09/2018 02:38:00 PM	5.50			Water-Rebuild regulators School St and Dundee

Detail

Date Printed: 11/02/2018



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LYLE KEITH	10/10/2018 02:43:00 PM	6.50	Water-Rebuild 2" and 4" regulators on Gulch Road
XANADLX TREVINO	10/10/2018 02:43:00 PM	2.50	Water-Deliver shut off notices
Troy Marsh	10/10/2018 02:43:00 PM	2.00	Water-Deliver shut off notices
Gary Allen	10/10/2018 02:43:00 PM	6.50	Water-Rebuild 2" and 4" regulators on Gulch Road
Troy Marsh	10/11/2018 02:47:00 PM	3.00	Water-Water meters Route 2
LYLE KEITH	10/12/2018 02:48:00 PM	3.50	Water-Repair 3" line water leak on 1st Avenue and back fill hole on 1st Avenue
XANADLX TREVINO	10/12/2018 02:48:00 PM	1.50	Water-Check flows WN 47.57 and VC 34; supply list for Tank winterizing
Troy Marsh	10/12/2018 02:48:00 PM	0.50	Water-Back fill hole on 1st Avenue
Gary Allen	10/12/2018 02:48:00 PM	2.00	Water-Repair 3" line water leak on 1st Avenue
XANADLX TREVINO	10/15/2018 06:42:00 PM	1.00	Water-Springs Check flows WN 47.57 and VC 85 gal
LYLE KEITH	10/16/2018 06:44:00 PM	5.00	Water-Rebuild 2" Regulator on School Street
Gary Allen	10/16/2018 06:44:00 PM	5.00	Water-Rebuild 2" Regulator on School Street
LYLE KEITH	10/17/2018 06:48:00 PM	2.00	Water-Exercise Valve on Clark St.
Troy Marsh	10/17/2018 06:48:00 PM	5.50	Water-Traffic Control Clark St, did water meter Route 3
Gary Allen	10/17/2018 06:48:00 PM	2.00	Water-Clean out water valve access
LYLE KEITH	10/18/2018 06:51:00 PM	8.00	Water-Blue stake 820 Gulch Rd, pipe locate on Gulch and hydrant repair Clark St & County Rd.
XANADLX TREVINO	10/18/2018 06:51:00 PM	0.50	Water-Went to town for dry ice.
Troy Marsh	10/18/2018 06:51:00 PM	1.50	Water-Delivered shutoff notices.
Gary Allen	10/18/2018 06:51:00 PM	8.00	Water-Blue stake 820 Gulch Rd, pipe locate on Gulch and hydrant repair Clark St & County Rd.
LYLE KEITH	10/19/2018 06:59:00 PM	5.50	Water-Insulate lines, tanks on Sunshine Hill. Check Regulators
XANADLX TREVINO	10/19/2018 06:59:00 PM	2.50	Water-Insulate lines, tanks on Sunshine Hill.
Troy Marsh	10/19/2018 06:59:00 PM	2.50	Water-Check Regulators
XANADLX TREVINO	10/22/2018 07:06:00 PM	1.50	Water-Check flows WN 47.57, VC 85. log flows at Town Hall
LYLE KEITH	10/23/2018 03:03:00 PM	2.00	Water-Test valves for Clark Street Regulator
XANADLX TREVINO	10/23/2018 03:03:00 PM	4.00	Water-Meter read VC 709965, hang shutoff notices, Check valves with crew
Troy Marsh	10/23/2018 03:03:00 PM	2.00	Water-Test valves and flag
LYLE KEITH	10/24/2018 03:06:00 PM	4.50	Water-Shut off meters Center and Beale, Pipe locate Gulch Lane, Verde and Third
Troy Marsh	10/24/2018 03:06:00 PM	1.50	Water-Check Gulch Lane
Gary Allen	10/24/2018 03:06:00 PM	2.50	Water-Attempt to isolate water line feed to radio tower, check blue stake

Detail

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LYLE KEITH	10/25/2018 03:09:00 PM	2.00	Water-Check leak at the Doll House and at UVS. Blue Stake Verde & 3rd
XANADLX TREVINO	10/25/2018 03:09:00 PM	0.50	Water-Plug in three-way at tanks
Troy Marsh	10/25/2018 03:09:00 PM	4.00	Water-Read meters Rte. 4. Check leak off County Road.
Gary Allen	10/25/2018 03:09:00 PM	0.50	Water-Blue Stake and check for leak in Gulch
LYLE KEITH	10/26/2018 03:13:00 PM	4.00	Water-Check regulators and tear down regulators in shop
LYLE KEITH	10/29/2018 11:19:00 AM	4.00	Water- Rebuild Water Hydrants
XANADLX TREVINO	10/29/2018 11:19:00 AM	1.00	Water - Check Flows WN 47.57 VC 88gpm
Gary Allen	10/29/2018 11:19:00 AM	4.00	Water- Rebuild Water Hydrants
LYLE KEITH	10/30/2018 11:27:00 AM	3.00	Water- Rebuild Water Hydrants Juarez & 89A
Gary Allen	10/30/2018 11:27:00 AM	3.00	Water- Rebuild Water Hydrants Juarez & 89A
Troy Marsh	10/30/2018 11:28:00 AM	0.50	Water - Checkin to a Water leak With Marty

Parts

Part #	Name	Location	Quantity	Unit	Usage Type	Description
	DRY ICE		1.00		Dispatched	FOOD CITY(4.45lb Dry Ice for the hydrant)

Equipment Usage

None

Tasks/Steps

None

Documents

None

Safety Programs

None

Detail

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Work Order #: 000000053
Title: Sewer 10/18
Origin: Non-PM
Cost Center:
Priority: High
Problem: HISTORY
Originated: 10/09/2018
Expected:
Work Category: Planned

Source Type: Location
WO Status: Assigned
Originator: Admin Admin
Project:
Work Type: Preventive Maintenance
Cause: HISTORY
Assigned: 10/09/2018 11:08:00 AM
Completed:

Work requested:

- Sewer 10/18
- Sewer Checks- X5
- Sewer Leaks- (Board Walk, Town Hall Basement Bathroom, 1st Ave, Verde St. and 5th St.,)
- Grade Road to sewer plant
- Escort ADEQ to Sewer plant
- Blue Stake sewer line North Dr.
- Hike trunk line

Action Taken:

Comments:

Total Labor Cost:	595.00	Total Labor Hours:	35.00
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 \$:	0.00		
WO Cost:	595.00	Total Hrs:	35.00
Est \$:	0.00	Est Hrs:	0.00

Custom Fields

None

Assigned To

Employee #	Name	Job Title	Phone	Email	Est Hrs	Company Name
1	Admin Admin	Administrator		jlvanderhorst@hotmail.com	0.00	

Source

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

Labor

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

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Troy Marsh	10/05/2018 12:29:00 PM	2.00	Sewer-Sewer leak Board Walk/Sewer checks
Gary Allen	10/05/2018 12:29:00 PM	2.50	Sewer-Sewer leak Board Walk/Sewer checks
Troy Marsh	10/12/2018 02:55:00 PM	1.00	Sewer-Check sewer leaks.
Gary Allen	10/12/2018 02:55:00 PM	2.00	Sewer-Check sewer leaks.
LYLE KEITH	10/17/2018 07:09:00 PM	4.50	Sewer-Grade road to sewer plant
XANADLX TREVINO	10/19/2018 07:09:00 PM	1.00	Sewer-Sewer checks
Gary Allen	10/17/2018 07:09:00 PM	4.00	Sewer-Grade road to sewer plant
LYLE KEITH	10/19/2018 07:12:00 PM	1.00	Sewer-Sewer checks
LYLE KEITH	10/22/2018 07:13:00 PM	2.00	Sewer-Locate pipe on North Drive
LYLE KEITH	10/25/2018 03:16:00 PM	1.00	Sewer-Escort ADEQ to sewer plant
Troy Marsh	10/25/2018 03:16:00 PM	1.00	Sewer-Escort ADEQ to sewer plant
Troy Marsh	10/26/2018 03:17:00 PM	1.00	Sewer-sewer check
LYLE KEITH	10/29/2018 11:38:00 AM	1.50	Sewer- Snake line Basement bathroom in Town Hall
Gary Allen	10/29/2018 11:38:00 AM	1.50	Sewer- Snake line Basement bathroom in Town Hall
LYLE KEITH	10/30/2018 11:41:00 AM	3.00	Sewer - Hike Truck Line look @ sagging Spot in Line, Snake line 1st Street, Look for leak Juarez
Gary Allen	10/30/2018 11:41:00 AM	3.00	Sewer- hike Trunk Line , Snack Line 1st Street
LYLE KEITH	10/31/2018 11:46:00 AM	1.00	Sewer-Repair line behind Joni Evans, Pipe locate 1st St., Check leak verde & 5th
Troy Marsh	10/31/2018 11:46:00 AM	1.00	Sewer- Repair line behind Joni Evans, Check leak verde & 5th
Gary Allen	10/31/2018 11:46:00 AM	1.00	Sewer- Check leak verde & 5th

Parts

None

Equipment Usage

None

Tasks/Steps

None

Documents

None

Safety Programs

None

Detail

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Work Order #: 0000000051

Title: PW10/18

Origin: Non-PM

Cost Center: PUBLIC WORKS

Priority: High

Problem: HISTORY

Originated: 10/09/2018

Expected:

Work Category: Planned

Work requested:

Source Type: Location

WO Status: Assigned

Originator: SUPERVISOR SUBVERVISOR

Project:

Work Type: Preventive Maintenance

Cause: HISTORY

Assigned: 10/09/2018 10:23:00 AM

Completed:

PW 10/18

Weeklies- Monday, Wenseday, Friday (Trash Rout)

Tuesday (Parks and Dumpster Run)

Thursday (Recycle)

HURF- Stormdrains X6

Run to bedrock for road work supplies

Clean up roads of rocks (Douglas, County, Clark St.)

Fill in Pot holes (Holly and UVX)

Cover Water line Gulch Rd

Clean out Drain Pipe Higginsons Property

Grade roads (Dundee, Gulch Rd.,Remingtonway)

Cone off Faling Rock Wall (Holly St., Douglas Rd.)

Hang and Adjust Mirror (Holly & 89A)

Paint Signs (Sidewalk Closed)

Weedat (300 level Paring Lot, and Around Water tanks Sun shine Hill)

Properties - Clean out Old town yard X7

Top Shop Clean and Re-Organize X7

Teach Work Order Paperwork to Joni X5

Light change out at town Hall

Wasp. Removal at Town hall

Detail

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Make Picnic Table X2

Action Taken:

Comments:

Total Labor Cost:	5205.00	Total Labor Hours:	324.50
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 \$:	2505.47		
WO Cost:	7710.47	Total Hrs:	324.50
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 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
LYLE KEITH	10/01/2018 11:17:00 AM		2.00			HURF-Gutter and Storm Drain clean out
XANADLX TREVINO	10/01/2018 11:17:00 AM		2.50			HURF-Run to Bedrock and Put signs out, traffic flagging
Troy Marsh	10/01/2018 11:17:00 AM		3.00			Prop-Clean out Old Town Yard/skidsteer/shop
Gary Allen	10/01/2018 11:17:00 AM		3.00			Prop-Clean out Old Town Yard/shop
LYLE KEITH	10/01/2018 11:21:00 AM		4.50			Prop-Clean out Old Town Yard/shop
XANADLX TREVINO	10/01/2018 11:21:00 AM		4.50			Prop- top shop organizing and cleaning
Gary Allen	10/01/2018 11:26:00 AM		1.50			HURF-Gutter and Storm Drain clean out
LYLE KEITH	10/02/2018 11:29:00 AM		1.00			HURF-Check Storm Drains
Troy Marsh	10/02/2018 11:29:00 AM		0.50			HURF-Check Storm Drains
Gary Allen	10/02/2018 11:29:00 AM		0.50			HURF-Check Storm Drains
LYLE KEITH	10/02/2018 11:32:00 AM		7.00			Prop-Old Town Yard cleanup/shop upstairs
XANADLX TREVINO	10/02/2018 11:32:00 AM		8.00			Prop-Clean and organize Top Shop
Troy Marsh	10/02/2018 11:32:00 AM		7.50			Prop-Old Town Yard cleanup/shop upstairs/yard

Detail

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Gary Allen	10/02/2018 11:32:00 AM	5.00	Prop-Old Town Yard cleanup
LYLE KEITH	10/03/2018 11:38:00 AM	6.50	HURF-Clean up roads, Douglas, County/storm drains/Millings on Holly/cover water line on Gulch Rd
XANADLX TREVINO	10/03/2018 11:38:00 AM	0.50	HURF-Clark St clean up
Troy Marsh	10/03/2018 11:38:00 AM	3.50	HURF-Clean up roads, Douglas, County/storm drains/Millings on Holly/cover water line on Gulch Rd
Gary Allen	10/03/2018 11:38:00 AM	3.00	HURF-Clean up roads, Douglas, County/storm drains/Millings on Holly/cover water line on Gulch Rd
LYLE KEITH	10/03/2018 11:52:00 AM	1.50	Prop-Old Town Yard
XANADLX TREVINO	10/03/2018 11:52:00 AM	7.50	Prop-Computer work/Top shop cleaning
Troy Marsh	10/03/2018 11:52:00 AM	2.50	Prop-Old Town Yard
Gary Allen	10/03/2018 11:52:00 AM	4.00	Prop-Old Town Yard
LYLE KEITH	10/04/2018 12:05:00 PM	1.00	HURF-Drainage pipe Higgins property
XANADLX TREVINO	10/04/2018 12:07:00 PM	8.00	Prop-Equipment fill-up/Ace run/computer work/Top Shop
Troy Marsh	10/04/2018 12:07:00 PM	0.50	Prop-Shop yard/clean/paperwork
Gary Allen	10/04/2018 12:07:00 PM	1.00	Prop-Grease trucks
LYLE KEITH	10/05/2018 12:11:00 PM	6.00	HURF-Clean culvert Higginson Prop/grade driveway
Gary Allen	10/05/2018 12:11:00 PM	3.50	HURF-Clean culvert Higginson Prop/grade driveway
XANADLX TREVINO	10/05/2018 12:14:00 PM	5.00	Prop-Ace run/Top shop
Troy Marsh	10/05/2018 12:14:00 PM	1.00	Prop-Shop/yard
LYLE KEITH	10/08/2018 01:50:00 PM	1.00	Prop-Top shop
XANADLX TREVINO	10/08/2018 01:50:00 PM	4.50	Prop-Top shop, Ace run, re-organizing and working with equipment
Troy Marsh	10/08/2018 01:50:00 PM	1.50	Prop-Shop yard organizing
XANADLX TREVINO	10/09/2018 01:57:00 PM	5.50	Prop-Teaching Software to J. Savage and Top Shop
XANADLX TREVINO	10/08/2018 02:01:00 PM	1.00	HURF-Storm Drains
XANADLX TREVINO	10/09/2018 02:02:00 PM	1.00	HURF-Check roads for fallen rocks
Troy Marsh	10/09/2018 02:02:00 PM	5.00	HURF-Weed eating Sunshine Hill Tanks
XANADLX TREVINO	10/10/2018 02:05:00 PM	3.50	Prop-Receipts, paperwork and organizing parts
Troy Marsh	10/10/2018 02:05:00 PM	4.00	Prop-Shop yard organization and Ace run
LYLE KEITH	10/11/2018 02:09:00 PM	4.50	Prop-Top Shop and shop organizing.
XANADLX TREVINO	10/11/2018 02:09:00 PM	6.50	Prop-Home Depot run, top shop and lights at Town Hall
Troy Marsh	10/11/2018 02:09:00 PM	1.50	Prop-Shop yard organizing and lights at Town Hall
Gary Allen	10/11/2018 02:09:00 PM	1.00	Prop-Put away tools

Detail

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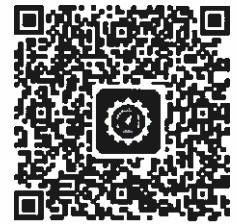
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LYLE KEITH	10/11/2018 02:17:00 PM	3.50	HURF-Hang and adjust mirror on Holly, pot hole on Hull Rd and shop organizing
XANADLX TREVINO	10/11/2018 02:17:00 PM	0.50	HURF-Storm drains
Troy Marsh	10/11/2018 02:17:00 PM	2.50	HURF-Storm drains, check road for rocks and remove sandbags at Merchant Gathering and Juarez
Gary Allen	10/11/2018 02:17:00 PM	4.50	HURF-Hang and adjust mirror on Holly, pot hole on UVX and shop organizing
LYLE KEITH	10/12/2018 02:24:00 PM	3.00	Prop-Backhoe and organize shop
XANADLX TREVINO	10/12/2018 02:24:00 PM	7.00	Prop-Napa, Home Depot and gas run. Receipts, clean up shop and organize top shop
Troy Marsh	10/12/2018 02:24:00 PM	2.00	Prop-Shop and paperwork.
LYLE KEITH	10/15/2018 04:53:00 PM	6.00	HURF- Grade Gulch Road and Dundee
Troy Marsh	10/15/2018 04:53:00 PM	1.50	HURF-Made a drain passageway Gulch Road
Gary Allen	10/15/2018 04:53:00 PM	3.00	HURF- Grade Gulch Road
LYLE KEITH	10/16/2018 05:16:00 PM	2.00	HURF-Check drainage on Dundee, Put cones out on Holly St.
Troy Marsh	10/16/2018 05:16:00 PM	3.00	HURF-Check for falling rock, cleared 5 storm drains
Gary Allen	10/16/2018 05:16:00 PM	1.00	HURF-Check and clear storm drains
XANADLX TREVINO	10/17/2018 05:54:00 PM	2.00	HURF-Set up traffic signs/traffic control/pick up signs
XANADLX TREVINO	10/19/2018 05:57:00 PM	0.50	HURF-Check storm drains
Gary Allen	10/19/2018 05:59:00 PM	1.00	HURF-Check drains
Gary Allen	10/22/2018 06:00:00 PM	1.00	HURF-Check drains
XANADLX TREVINO	10/15/2018 06:03:00 PM	5.50	Prop-Top Shop organizing and training
Troy Marsh	10/15/2018 06:03:00 PM	1.00	Prop-Shop, yard organize and clean. Took garbage out of trash truck.
LYLE KEITH	10/16/2018 06:10:00 PM	1.00	Prop-Top shop organize
XANADLX TREVINO	10/16/2018 06:10:00 PM	6.00	Prop-Top shop organize and move water supply
Troy Marsh	10/16/2018 06:10:00 PM	4.00	Prop-Town Hall light bulbs, shop cleaning.
Gary Allen	10/16/2018 06:10:00 PM	1.00	Prop-Top shop organize
XANADLX TREVINO	10/17/2018 06:17:00 PM	4.00	Prop-Enter flows at Town Hall, cleaned upper shop, organized top shop
Troy Marsh	10/17/2018 06:17:00 PM	0.50	Prop-Shop/yard organize
XANADLX TREVINO	10/18/2018 06:27:00 PM	8.00	Prop-Organize Shop
Troy Marsh	10/18/2018 06:27:00 PM	3.00	Prop-Weed eat big parking log, shop/yard clean and organize
XANADLX TREVINO	10/19/2018 06:31:00 PM	3.00	Prop-Top shop organize, copies and take out trash. Home Depot, NAPA and gas run.
Troy Marsh	10/19/2018 06:31:00 PM	0.50	Prop-Shop/yard organize.
LYLE KEITH	10/22/2018 06:35:00 PM	4.50	Prop-Work on signs

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XANADLX TREVINO	10/22/2018 06:35:00 PM	4.50	Prop-Assemble picnic tables, clean bathroom, remove signs from Middle Park, cones to PD, put away extension cords.
Troy Marsh	10/22/2018 06:35:00 PM	2.50	Prop-Assemble picnic tables, clean and organize shop.
Gary Allen	10/22/2018 06:35:00 PM	2.00	Prop-Assemble picnic tables
Troy Marsh	10/22/2018 12:31:00 PM	0.50	HURF-Check storm drains
LYLE KEITH	10/23/2018 08:25:00 PM	2.00	Prop-Paint Signs
XANADLX TREVINO	10/23/2018 06:25:00 PM	1.50	Prop-Town Hall light bulbs and kill wasps in Court Room
Troy Marsh	10/23/2018 06:25:00 PM	2.00	Prop-Clean and organize shop
Gary Allen	10/23/2018 06:25:00 PM	6.00	Prop-Trash Truck Exhaust pipe, dump truck belt replacement, Town Hall light bulbs and wasps
LYLE KEITH	10/24/2018 06:30:00 PM	2.00	Prop- Meet with Pete's Diesel on Dump Truck
XANADLX TREVINO	10/24/2018 06:30:00 PM	4.50	Prop- Clean and organize shop, training
Troy Marsh	10/24/2018 06:30:00 PM	3.50	Prop-Weed eat at big parking lot, Clean at shop
LYLE KEITH	10/25/2018 02:28:00 PM	1.00	Prop-Shop Clean out trucks
XANADLX TREVINO	10/25/2018 02:28:00 PM	6.00	Prop-Entry of receipts in W/O
Troy Marsh	10/25/2018 02:28:00 PM	3.00	Prop-Shop Yard, Old Town Yard
Gary Allen	10/25/2018 02:28:00 PM	1.50	Prop-Cleanup radiator spill
LYLE KEITH	10/26/2018 02:51:00 PM	1.00	Prop-Pick up skid steer
Troy Marsh	10/26/2018 02:51:00 PM	0.50	Prop-Shop/yard clean up
Gary Allen	10/26/2018 02:51:00 PM	2.00	Prop-Pick up skid steer and paperwork
LYLE KEITH	10/23/2018 02:54:00 PM	2.00	HURF-Grade Remington Way
Troy Marsh	10/23/2018 02:54:00 PM	2.00	HURF-Grade Remington Way
XANADLX TREVINO	10/25/2018 02:57:00 PM	2.00	HURF-Clean up parking lot
Gary Allen	10/25/2018 02:57:00 PM	1.00	HURF-Plan Fire Hydrant Rebuild
LYLE KEITH	10/26/2018 02:59:00 PM	1.50	HURF-Grade Remington Way
Troy Marsh	10/26/2018 02:59:00 PM	1.50	HURF-Trimmed bush Rich Street then burn pile
XANADLX TREVINO	10/29/2018 10:18:00 AM	2.00	HURF - pick up Trask out of Parking lots through town
Troy Marsh	10/29/2018 10:18:00 AM	2.00	HURF- Weedeat 300 level Parking lot Reinstalled parking lot Sign by fire Station.
XANADLX TREVINO	10/29/2018 10:24:00 AM	3.50	Properties- Get W/O ready for the next month, wash Truck, Clean up shop.
XANADLX TREVINO	10/30/2018 10:38:00 AM	4.50	Properties - Reciepts/ Part Enters, Drop off paperwork to to Joni, soap to Art Co.
Troy Marsh	10/30/2018 10:38:00 AM	3.50	HURF - Weedeat 300 level Parking lot
Gary Allen	10/30/2018 10:38:00 AM	1.50	Properties- Stock Parts in Upper Shop
XANADLX TREVINO	10/30/2018 10:49:00 AM	2.00	HURF- Check Stormdrains, pick up trash down the Road Way

Detail

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XANADLX TREVINO	10/31/2018 10:57:00 AM	7.50	Properties- Repair tools for Dumpster Repair, run to town hall for paperwork, run to Ace for Welder supplies.
Troy Marsh	10/31/2018 10:57:00 AM	5.00	Properties- work on Fixing Dumpster
Gary Allen	10/31/2018 10:57:00 AM	1.00	Properties- work on Fixing Dumpster, clean up mess in Shop
LYLE KEITH	10/31/2018 11:07:00 AM	3.00	Properties - Metting with P&Z , Run to ACE for Parts
XANADLX TREVINO	10/31/2018 11:07:00 AM	1.00	HURF- Pick up Trash out of 300level Parking lot, Cardboard .

Part #	Name	Location	Quantity	Unit	Usage Type	Description
	Stuff for Side Walk Repair		1.00		Dispatched	HOME DEPOT (Rebar and everything to Fix side Walk)
	Side Walk Signs		1.00		Dispatched	HOMEDEOPT (Paint and brushes for Side walk Closed Signs)
	Removal and disposal		1.00		Dispatched	American Trchnologies INC (Asbestos Abatemnt)
	1025 Batteries		2.00		Dispatched	ACE (Bateries for the welding Hement)
	Grinding Wheels		2.00		Dispatched	ACE (Grinding Wheels)
	Welding Wire		1.00		Dispatched	ACE (Welding wire)
	Specially Fasteners		20.00		Dispatched	Ace (Fasteners for the Park Benches)
	Specially Fasteners		34.00		Dispatched	Ace (Fasteners for the Park Benches)
	Lag Shield Short		1.00		Dispatched	Ace (Parts for the benches)
	Drill Bits		1.00		Dispatched	Ace (dill bits for Shop Use)

Equipment Usage

None

Tasks/Steps

None

Documents

None

Safety Programs

None

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

TOWN REVENUE

TRAFFIC & CRIMINAL FINES	\$	4,601.04	
DEFENS DRIVING DIVERSION FEE	\$	110.00	
ATTORNEY FEES REIMBURSEMENT	\$	57.77	
DEFAULT FEE	\$	517.00	
LOCAL COSTS / FEES CEF	\$	1,376.83	
OFFICER SAFETY EQUIPMENT - PD	\$	181.10	
DEFERRED PROSECUTION FEE	\$	-	
WARRANT FEE	\$	-	
LICENSE PLATE VIOLATION	\$	76.26	
OVER PAYMENT FORFEITED		\$2.00	
TOWN REVENUE PER AJACS	\$	6,922.00	
LOCAL COSTS / COURT ENHANCEMENT FUND	\$	(1,376.83)	\$ 50,240.80
TOTAL TOWN REVENUE	\$	5,545.17	

REMITTED DIRECTLY TO THE STATE BY COURT

CLEAN ELECTION FUND (16-949D;16-954C)	\$	589.91
CRIMINAL JUSTICE ENHANCE FUND	\$	2,773.22
DNA STATE 3%	\$	112.52
FARE FEE SPECIAL COLLECTION	\$	81.09
FARE DELINQUENCY FEE	\$	101.82
FILL THE GAP 7%	\$	412.65
EXTRA DUI ASSESSMENT	\$	-
JUDICIAL COLLECTION ENHANCE FUND	\$	209.00
PUBLIC DEFENDER TRAINING FUND	\$	38.00
DUI ABATEMENT FUND	\$	-
MED SERV ENHANCE 11% (36-2219.01;23-116.0)	\$	766.80
2011 ADDTNL ASSMT-STATE TRSR	\$	362.34
PRISON CONSTRUCTION	\$	430.00
PROBATION SURCHARGE	\$	901.59
ADPS FORENSIC FUND	\$	241.29
VICTIMS RIGHTS ENFOR ASSMT FUND	\$	90.55
PUBLIC SAFETY EQUIPMENT FUND	\$	900.00
TOTAL STATE REVENUE	\$	8,010.78

REMITTED DIRECTLY TO THE COUNTY BY COURT

JAIL (INCARCERATION FEES)	\$	-
2011 ADDTNL ASSMT - CNTY TRSR	\$	45.28
TOTAL	\$	45.28

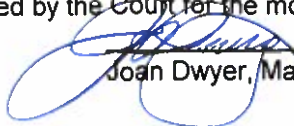
LOCAL JCEF/ TIME PAYMENT ALLOCATION RECEIVED

	\$	133.00	
Total Funds Available			\$ 12,180.04

RESTITUTION	\$	45.23
OVERPAYMENT REFUNDED	\$	-
TOTAL RECEIPTED FOR THE MONTH	\$	15,156.29

	TOTAL	
BONDS		
Received During the Month	\$	-
Bonds Forfeited to Pay Fines	\$	-
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 OCTOBER, 2018


Joan Dwyer, Magistrate



Founded 1876
Incorporated 1899

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

November 2018 staff report for October activity respectfully submitted by Rosa Cays

Utilities

Current debt (45 days past due):

A total of 23 shut-off notices went out with this month's utility statements. Payments were made on all accounts except for two (the two closed accounts).

Seven yellow tags were distributed; water was inadvertently shut off at one premise, but was immediately turned on (payment had been left in the outside mailbox the night before the deadline).

Balance owed on these accounts from October billing: \$11,621.03

Balance owed at end of October: \$2785.75

A copy of the October AR Aging report is attached.

Business Licenses

Seventeen business licenses were reissued in October; approximately another 17 are in process. Renewal reminders were sent out to 15 business owners whose licenses expire in November.

Rentals

All rents were paid for September with just one \$5 late fee.

Charge Item Summary By User Type

ChargeItem	Future	Current	Age2	Age3	Age4	Age5	Balance
UserType: Commercial							
Credit	\$0.00	(\$138.27)	(\$396.32)	\$0.00	\$0.00	(\$1,101.95)	(\$1,636.54)
Water	\$0.00	\$4,903.83	\$310.92	\$154.06	\$0.00	\$270.39	\$5,639.20
Sewer	\$0.00	\$6,203.83	\$481.21	\$322.83	\$31.01	\$522.58	\$7,561.46
Trash	\$0.00	\$8,240.52	\$453.75	\$253.36	\$0.00	\$848.07	\$9,795.70
Tax	\$0.00	\$465.51	\$28.81	\$15.15	\$0.00	\$39.24	\$548.71
Misc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Late Fee	\$0.00	\$50.00	\$40.00	\$20.00	\$10.00	\$1,920.00	\$2,040.00
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UserType: Commercial (8)							
Subtotal --->	\$0.00	\$19,725.42	\$918.37	\$765.40	\$41.01	\$2,498.33	\$23,948.53
UserType: Residential							
Credit	\$0.00	(\$404.69)	(\$333.48)	(\$281.60)	(\$111.46)	(\$1,261.05)	(\$2,392.28)
Water	\$0.00	\$8,439.46	\$1,129.33	\$246.15	\$25.36	\$1,602.87	\$11,443.17
Sewer	\$0.00	\$7,792.78	\$1,247.91	\$255.61	\$52.67	\$2,750.25	\$12,099.22
Trash	\$0.00	\$6,197.48	\$928.85	\$208.32	\$30.51	\$1,515.48	\$8,880.64
Tax	\$0.00	\$823.23	\$94.89	\$22.13	\$2.50	\$246.27	\$1,189.02
Misc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$63.55	\$63.55
Late Fee	\$0.00	\$90.00	\$70.00	\$40.00	\$30.00	\$5,334.35	\$5,564.35
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UserType: Residential (8)							
Subtotal --->	\$0.00	\$22,938.26	\$3,137.50	\$490.61	\$29.58	\$10,251.72	\$36,847.67
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)							
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	(\$116.95)	\$0.00	(\$16.00)	\$0.00	\$0.00	(\$132.95)
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	\$5,318.32	\$0.00	\$0.00	\$0.00	\$347.36	\$5,665.68
Gas	\$0.00	\$26.67	\$0.00	\$0.00	\$0.00	\$0.00	\$26.67
Electric	\$0.00	\$185.47	\$0.00	\$0.00	\$0.00	\$0.00	\$185.47
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	\$5,413.51	\$0.00	(\$16.00)	\$0.00	\$347.36	\$5,744.87
Subtotal --->	\$0.00	\$5,413.51	\$0.00	(\$16.00)	\$0.00	\$347.36	\$5,744.87
UserType: Default							
Credit	\$0.00	\$0.00	\$0.00	(\$200.00)	\$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	\$0.00	(\$200.00)	\$0.00	(\$100.00)	(\$300.00)
Subtotal --->	\$0.00	\$0.00	\$0.00	(\$200.00)	\$0.00	(\$100.00)	(\$300.00)
Grand Total (35)	\$0.00	\$48,667.19	\$4,055.87	\$1,040.01	\$70.59	\$12,997.41	\$66,831.07

Charge Item Summary

ChargeItem	Future	Current	Age2	Age3	Age4	Age5	Balance
Credit	\$0.00	(\$659.91)	(\$729.80)	(\$497.60)	(\$111.46)	(\$2,463.00)	(\$4,461.77)
Water	\$0.00	\$13,512.98	\$1,440.25	\$400.21	\$25.36	\$1,873.26	\$17,252.06
Sewer	\$0.00	\$14,214.31	\$1,729.12	\$578.44	\$83.68	\$3,272.83	\$19,878.38
Trash	\$0.00	\$14,623.92	\$1,382.60	\$461.68	\$30.51	\$2,363.55	\$18,862.26
Tax	\$0.00	\$1,305.43	\$123.70	\$37.28	\$2.50	\$285.51	\$1,754.42
Misc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$63.55	\$63.55
Late Fee	\$0.00	\$140.00	\$110.00	\$60.00	\$40.00	\$7,254.35	\$7,604.35
Rent	\$0.00	\$5,318.32	\$0.00	\$0.00	\$0.00	\$347.36	\$5,665.68
Gas	\$0.00	\$26.67	\$0.00	\$0.00	\$0.00	\$0.00	\$26.67
Electric	\$0.00	\$185.47	\$0.00	\$0.00	\$0.00	\$0.00	\$185.47
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	\$48,667.19	\$4,055.87	\$1,040.01	\$70.59	\$12,997.41	\$66,831.07

Customer Count = 375



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

OCTOBER 2018

- Several business license inspections.
- Final inspection for deck permit at 660 Center Street.
- Final inspection permit for a bird aviary at 103 Dundee Ave.
- Progress inspection at 659 Giroux Street.
- Rough plumbing inspection at 707 Main Street.
- Consult with contractor for future project at 123 Beale Street.
- Final inspection for medal roof at 593 Main Street.

Barry Wolstencroft, Building Inspector

Library Staff Report, October 2018

Kathleen Jarvis

The Library Staff Congratulates and is looking forward to working with our newly elected Council, we have new projects in the planning stages for the next Fiscal year and are eager to present our ideas to the Council and public soon.

ART Room

The Community Art Room will be closed for the Months of November and December for much needed repairs and painting. We will start off the New Year in a fresh space with new classes along with some old favorites. Our classes have been well received and we even have our first volunteer, Pam Morris joining our team. In 2019 we will continue to have ART CLASSES FOR ALL AGES, ALL YEAR.

Old Book Room

Our Collection of Old Books is carefully watched over by three volunteers , Manager Karen Wood, Michael Gallagher and Kathi Feher We are open Tuesday Wednesday and Friday , also, Library staff are willing to open the book room anytime the Library is open. For a tour along with the History of the Old Books contact Kathleen at the Library.

Library

Cable One is planning to run Fiber Optic Cable into the Library we have been told to put on our seatbelts to handle the internet speed. Thank you to Frank Vander Horst and The Yavapai County Library District. This should be up and running by early November.

Library staff met with the New County Cataloger Eric Peterson, he is ready and willing to offer the Jerome Library cataloging service's free of charge and has been very helpful with the technical aspects of the County Cataloging system.

TOWN OF JEROME

Monthly Council Staff Report from the Deputy Clerk: November 7, 2018

This report covers the month of October 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.
- ❖ Reserved rooms and classes for five councilmembers at the Newly Elected Officials training to be held December 6 and 7 in Mesa.
- ❖ Prepared and edited the newsletter for the final issue of the year.

I am searching through the file room looking for any information regarding the water line that runs to Clarkdale. Jane Moore is sure that the information I am looking for is up there, so I will continue my search.

I finished with the electronic recycling event in October and have completed cleaning the room out with the help of Troy Marsh from public works. Kathleen Jarvis will now begin her process of occupying it for the Community Art Program.

I attended a Region 1 Clerks meeting in Camp Verde on October 25th. It was very informative. Included were discussions on elections, retention of documents and a rousing welcome from Mayor Charles German. The meeting was concluded with a field trip to Four Eight Wineworks Winery and Wholesale Distribution. The manager, Erin explained how the wine was processed, stored and sold.

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

OCTOBER 2018 STAFF REPORT

From: Melanie Atkin, Accounting/HR Clerk 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 October summary budget to actual report for General, Utility, and Road funds.
- ❖ Helped Chief Blair by adding additional line items for wages on his budget to actual report. Firewise and volunteer employee personnel items were added to show each classification of fire department wages. He now has departmental, wildlands, firewise, volunteer, and volunteer employee wages shown separately, making it easier to track Fire wage expenses for accounting and budget purposes.

H/R Duties:

- ❖ An employee was hired on full-time by the Fire Department this month. Entered their information in the payroll system and ran the employee through the E-Verify and AZ New Hire systems.



JEROME POLICE DEPARTMENT

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



November 7, 2018

TO: Honorable Mayor and Jerome Town Council

FROM: Allen Muma, Chief of Police

Attached please find the police activity reports for October 2018.

The October "Calls for Service" report contained a number of calls with nothing significant or out of the ordinary. The "Shooting" call listed is some kind of glitch in the record maintenance system, as there is no actual call to support it.

The police repeater antenna and system was relocated to the top of the Hotel Jerome. This was the result of about two years of work and research to find the best location for the system and was done due to inadequate radio coverage as well as the lack of space the system occupied in the old town hall. It was literally in the closet in my office, which made it very inaccessible for maintenance. Each time the power went out we had to manually hook up a generator and plug it into the system. The new location has a state-of-the-art battery back-up system that will keep the repeater operational for about four days without the need for human intervention. The quality and clarity of our radio coverage also improved dramatically. The system is only used for public safety. All of the improvements have been paid for 100% with a Federal Grant. In the years since relocating the radio repeater system and contracting with Camp Verde for dispatching, the town has saved about \$160,000.00

I believe that I have the department computer system update successfully, and the police officer video storage system operating to my satisfaction. This work is not contracted out, I personally do the work.

I was also able to update the vehicle radio systems in two of the patrol cars, leaving me with one more to complete. This work is not contracted out, I personally do the work.

I received notification that Clarkdale and Jerome PD are the recipients of a Virtra V-100 Simulation system (Use of force / firearms simulation system) with a value in excess of \$15,000.00. This was due to development assistance Officer Florisi and I did for Virtra. The system is being presented to us at no cost. This is a smaller, portable version of the system that Arizona DPS purchased last year for each county (at about \$200,000.00 each) and used for firearms and force training.

In October we saw events on virtually every weekend, from Art Walk to the 44th Jerome Fireman's Ball, all while being short handed due to Lt. San Felice taking PTO time off much of October.

Respectfully,

Allen L. Muma
Chief of Police

Calls For Service Totals By Call Type

10/01/2018 to 10/31/2018

Call Type	Totals
10-34 Motorist Assist	1
215 Drug Related	1
247 Civil Problem	3
247S Civil Stanby	1
410 Criminal Damage	3
415B Vandalism	1
459A Burglar Alarm	2
471 Fraud / Bad Checks	1
487 Theft	2
585 Traffic Hazard	9
647A Suspicious Person	6
692 DUI	2
901S Shooting (Not Shots Fired)	1
903 Follow-Up	13
908F Found Property	5
908L Lost or Stolen Property	6
917 Abandoned Vehicle	1
961 Accident - No injuries	3
AA Agency Assist	7
ACPD Assist Clarkdale PD	9
ADPS Assist DPS	1
ALC Alcohol Violations	1
CA Citizen Assist	4
CO Call Out	4
DIS Disorderly Conduct	5
DRSE Douglas Rd Speed Enforcement	1
DSE Dundee Speed Enforcement	2
ES Escort Services	3
FP Foot Patrol	2
HAR Harrassment	1
HS Hazardous Situation	1
HSE Hampshire Speed Enforcement	1
HUC 911 Hang Up Call	1
INFO Information	1
IT Impeding Public Throughfare	1
ME Medical Emergency	5
MEET Meeting	2
NOISE Noise Complaint	3

JEROME POLICE DEPARTMENT**305 MAIN STREET**

JEROME, AZ 86331

(928) 634-8992

Date : 11/08/2018

Page : 2

Agency : JPD

Calls For Service Totals By Call Type

10/01/2018 to 10/31/2018

Call Type		Totals
NV	Noise Violation / Town Code	4
OA	Officer Assist	5
OT	Oversize Truck	10
PARK	Parking Complaint	4
PARKV	Parking Violation	9
REC	Reckless Driver	1
SC	Security Check	27
SLC	Street Light Check	2
SS	Suspicious Situation	3
T/S	Traffic Stop	63
TCD	Traffic Control Duties	1
TF	Trip & Fall / Slip & Fall	2
TI	Threats & Intimidation	1
TO	Traffic Offense	2
TRN	Training	2
VM	Vehicle Maintenance	1
Grand Total for all calls		253



Town of Jerome

Monthly Zoning Administrator Council Staff Report: November 13th, 2018

From: Charlotte Page, Zoning Administrator

- **Planning and Zoning Commission:** On October 3, 2018, the Planning and Zoning commission met. They discussed several possible text amendments to the Zoning Ordinance.
 - Article I, 104, 105, and 106 in regard to member absences. Changes were recommended to have the effect of four (4) absences cause a member to be deemed to have vacated their position. This was scheduled for public hearing at the November P&Z Meeting.
 - Accessory Buildings, changes to definitions and Property Development Standards in all Zones. To affect the height and use of accessory buildings. Scheduled for public hearing at the November P&Z Meeting.
 - Discussion on additional changes to 509 Signs. Various changes are recommended for consistency with current practices. P&Z asks for this to be added to November meeting. Town Manager asks to delay until other changes to Section 509 are completed and added to Zoning Ordinance to avoid confusion.
 - Certificates of No Effect. Zoning suggests, and P&Z agrees to forward current version to DRB for review.

- **Design Review Board:** On October 8, 2018, the Design Review Board approved a new sign for Queen Bee Crystals. Reports were given on recent P&Z activities and the status of Solar Guidelines. Staff is to recommend a reference to the approved Solar Guidelines from 2015 to be added to the Zoning ordinance.

- **Board of Adjustment:** No meeting in October.

- **Town Council:** Update for Conservation of Historic property.
 - Hampshire property owner has not made any efforts toward roof repairs. Last contact he asked for more builder contacts.
 - North Ave., property owner plans to attend the rezoning neighborhood meeting and reports he is in contact with a contractor to assess the building. He says to pull his old plans from file to add to a 'tentative development plan' for the proposed R-2 Zone.
 - Magnolia clean up. Owner is cooperating with Town to have a clean up led by Town hired contractor and will accept a lien on his property based on the provisions of Town Code Chapter 7 Section 13-3.

➤ **Zoning Update:**

- ❖ Zoning Change Petition – A petition was presented to Zoning Admin in October, 91% of land has property owners in agreement with a change of zoning from R1-5 to R-2. The properties include 10, 18 and 21 North Ave and properties on the west side of Hampshire ending at 880 Hampshire which is zoned industrial. One property did not respond, representing 9% of the land.
 - Neighborhood meeting was scheduled Nov 6
 - 15 day notification of neighbors 300' radius and notices posted on properties at both ends of the proposed zone
 - P&Z will review results at Nov 7th meeting

- ❖ Public Support
 - Residential building site, recently listed for sale on North Dr., has active offer and requested review of Property Development Standards, support for locating utilities and shared concerns regarding the survey of the lot showing one corner located in the middle of North Dr.
 - District Signs – follow up on problems
 - Prep for public hearings for two ordinance text amendments
 - Newspaper notice, draft of changes and additional posting
 - Meet w/NACOG Representative re: grant projects to be funded
 - Canvas business owners with info re: temporary sign changes
 - Complaint resolved re: lights on new sign

- ❖ Site Visits
 - Business Inspections, Business License
 - Pucifer/Barbifer
 - Thread
 - Pin Up Amore
 - Flat Iron
 - Flat
 - Retro Resale
 - Boomtown Vacation Rental
 - Jerome Keep
 - Hull Ave, elect/ac install

 - Building Inspections – open permits, possible development, permit eval
 - East Ave.
 - 89A Hull St Roof
 - Dundee, for storage buildings
 - Center St., deck construction
 - 89A Bath remodel
 - Holly, wall damage
 - School St., balcony repair
 - North Ave, vacant property

- ❖ Projects, ongoing
 - CUP – document floorplans for wine tasting for future reference
 - Periodic review of District Signs for problem resolution
 - Photograph new signs and update Zoning Sign inventory binder



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, September 10, 2018 TIME: 7:00 pm
PLACE: JEROME CIVIC CENTER
600 Clark St., JEROME, ARIZONA 86331
MINUTES

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.

7:01 ITEM 2: APPROVAL OF MINUTES: Minutes of August 13, 2018

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

7:03 ITEM 3: PETITIONS FROM THE PUBLIC – There were no petitions from the public.

7:03 ITEM 4: Arizona State Historic Preservation Office (SHPO) Q&A
Representatives: Eric Vondy & Margy Parisella

Eric Vondy and Margy Parisella spoke about Historic Districts throughout the state and some of the latest issues. Jane Moore stated that in 1981 a complete Historic Survey was done in Jerome. She asked questions of them. Danny Smith asked questions about regulations. Brice Wood asked some general questions. Margie Hardie asked about historic properties. Marty Smith asked some general questions. Sage Harvey spoke.

7:55 ITEM 5: BB's BOUTIQUE – RESUBMIT BUSINESS SIGN FOR CHANGE OF LOCATION
APPLICANT: Brigitte Hausler Smith
ADDRESS: 409 Hull Ave. ZONE: C-1
OWNER OF RECORD: PET, Iii Living Trust APN: 401-06-017
The applicant is seeking approval to change the location of a sign approved May 14, 2018.
Approval of new business sign location.

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

TOWN OF JEROME

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Chair Wood left the dais.

7:56 ITEM 6: DECK REPAIR / REPLACE WITH ALTERNATE MATERIAL, TREX®

APPLICANT: Scott Hudson, for Carol Yacht & Brice Wood

ADDRESS: 660 Center Ave.

OWNER OF RECORD: Yacht & Wood

ZONE: R 1-5

APN: 401-07-038

The applicant seeks approval for new decking material to replace existing wood with Trex material
Trex® is a registered trademark of Trex Company, Inc.

Approval of new deck material.

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

Chair Wood returned to the dais.

7:58 ITEM 7: PAINT COLOR CHANGE

APPLICANT: Steven & Karen Cheifetz

ADDRESS: 120 Juarez

OWNER OF RECORD: As above

ZONE: AR

APN: 401-07-185A

The applicant seeks approval to change the paint color applied for in the previously approved exterior remodel, prior to painting.

Approval of new paint color.

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

7:59 ITEM 8: Solar Ordinance

Board discussion regarding prior work and status of text amendment to the Zoning Ordinance regarding solar system installation.

The Board discussed it and gave direction to staff to ask the Council what they would like to do with it.

8:12 ITEM 9: FIRE SAFETY JEROME CLUBHOUSE

APPLICANT: Dewayne Woodworth

ADDRESS: 123 Hill St

OWNER OF RECORD: Dewayne Woodworth

ZONE: C-1

APN: 401-07-169A

Chief Blair request owner to provide corrective action immediately for building occupants. Fire escape for second floor and replace two windows on first level to lower the sills for adequate fire safe exits for occupants.

Bobby Woods spoke on behalf of Dewayne Woodworth.

Eric Vondy and Margy Parisella gave their professional input on the application.

TOWN OF JEROME

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Margie Hardie spoke about the occupancy.

Approval of fire escape for second floor and replacement of two windows on the first level for adequate fire exits.

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

8:27 ITEM 10: FUTURE AGENDA ITEMS:

Henry Vincent updated the Board on items discussed at the last Planning and Zoning meeting held on September 5, 2018.

Chair Wood said again that he would like to discuss "visual clutter" on a future agenda.

ITEM 11: ADJOURN

Adjourned at 8:34 p.m.

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

Approval on next page.

TOWN OF JEROME

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REGULAR MEETING OF THE TOWN OF JEROME
DESIGN REVIEW BOARD
DATE: Monday, September 10, 2018 TIME: 7:00 pm
PLACE: JEROME CIVIC CENTER
600 Clark St., JEROME, ARIZONA 86331
MINUTES

Respectfully submitted by Joni Savage on October 8, 2018.

Approved: Brian Ward Date: 10-8-18
Design Review Board Chair

Attest: Joni Savage Date: 10-8-18
Design Review Board Vice Chair



TOWN OF JEROME

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

REGULAR MEETING OF THE TOWN OF JEROME PLANNING AND ZONING COMMISSION

DATE: Wednesday, September 5, 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

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

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

Staff present were Charlotte Page, Acting Zoning Administrator, and Joni Savage, Deputy Clerk.

7:02 ITEM 2: APPROVAL OF MINUTES: Minutes of August 1, 2018

Ms. Moore referred to Item #8, The Certificate of No Affect, she said she had questioned the necessity of the Certificate of No Affect and that it really wouldn't matter because you can already do some of these maintenance items.

Mr. Hudson didn't recall.

Mr. Vincent said his understanding was that people could go to the Zoning Administrator and wouldn't have to go before the boards for certain items.

7:03 John McDonald, a member of the Design Review Board spoke about the Certificate of No Affect and said he remembered there had been a discussion.

Approval of the Minutes of August 1, 2018 with conditions that Ms. Moore's comments are added regarding Item #8.

(After a thorough review of Item #8 on the August 1, 2018 agenda. It was determined Suzy Mound had made the statement that she did not feel the "Certificate of No Affect" was necessary. -JS)

(Chair Hardie abstained because she had not been present at the August 1, 2018 meeting. Added per request of Chair Hardie October 3, 2018.)

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

7:05 ITEM 3: PETITIONS FROM THE PUBLIC – There were no petitions from the public

****OPENING OF PUBLIC HEARING****

7:06 ITEM 4: REVIEW DRAFT ZONING ORDINANCE 502.M HOME OCCUPATIONS

TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331
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The Commission shall conduct a public hearing on a proposed amendment to the Jerome Zoning Ordinance, Section 502 General Provisions, M-Home Occupation. Addition of definitions and specific regulations are added regarding storage, sale display, nuisance and traffic generation. The Commission has set this hearing pursuant to Jerome Zoning Ordinance Section 301(C) Commission Action.

Chair Hardie opened the public hearing at 7:06. Upon no comments from the public, the public hearing was closed at 7:08.

7:08 ITEM 5: DISCUSSION REGARDING ZONING ORDINANCE 502.M HOME OCCUPATIONS, RECOMMENDATION TO COUNCIL

The Commission shall, after the public hearing and discussion, make a recommendation to Council to either adopt the ordinance as written, adopt the ordinance with changes, or not adopt the Zoning Ordinance Definition amendments referenced in Item 4 above.

Chair Hardie referred it item number 5, it says, "All materials and equipment used and maintained in connection with a home occupation must be used and stored inside the dwelling." She feels the rest of that paragraph is unnecessary and is not well defined. For example, "other manner," we don't know what that could be. Also, at the end where it says "dwelling" she would like to add, "not visible from the street or adjacent properties."

Mr. Vincent asked, "Are you saying that you can't store materials used in the home occupation in a legally, acceptable ancillary structure?"

Chair Hardie responded, "No, could you define what an associate accessory structure is?"

Mr. Vincent replied a structure allowable under the zoning ordinance that sits on the lot of the home. A detached garage or shed.

Vice Chair Schall believes "accessory structure or building" would be fine with him. He went on to explain that in Jerome a fenced yard does not always prohibit the view of items stored in a fenced yard.

After further discussion it was decided Item 5 should read:

All materials and equipment used and maintained in connection with a home occupation must be used and stored inside the dwelling or accessory building.

Chair Hardie moved on to item number 8, she would like to remove "such as an automobile repair service."

Vice Chair Schall agreed and decided they did not need that example.

Chair Hardie instructed staff to make the following changes:

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.

8. The use shall not generate more pedestrian or vehicular traffic than typical to the zone in which it is located.

Motion to approve the changes to the home occupation ordinance as noted for recommendation to the Council.

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

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(At the October 3, 2018 meeting Chair Hardie asked that the changes in their entirety be added to these minutes. However, since they had not been discussed at the September 5, 2018 meeting they are attached to these minutes as proposed Ordinance No. 442.)

******OPENING OF PUBLIC HEARING******

7:20 ITEM 6: REVIEW DRAFT ZONING ORDINANCE 509.G. SIGNS, TEMPORARY

The Commission shall conduct a public hearing on a proposed amendment to the Jerome Zoning Ordinance, Section 509.G, Signs, Temporary. The definition has limited display to 45 days, and regulations are added that limit the display to 45 days, three (3) times per year, and require temporary signs to apply with Zoning Administrator for each installation. The Commission has set this hearing pursuant to Jerome Zoning Ordinance Section 301(C) Commission

Chair Hardie opened the public hearing at 7:22. Upon no comments from the public, the public hearing was closed at 7:23.

7:19 ITEM 7: DISCUSSION REGARDING ZONING ORDINANCE 509.G SIGNS, TEMPORARY, RECOMMENDATION TO COUNCIL

The Commission shall, after the public hearing and discussion, make a recommendation to Council to either adopt the ordinance as written, adopt the ordinance with changes, or not adopt the Zoning Ordinance Definition amendments referenced in Item 6 above.

Mr. Hudson asked what the original motive was to change this.

Chair Hardie explained in the commercial district there has been an over abundance of signs. This was brought up by our previous Zoning Administrator Kyle Dabney, as a way to limit sign clutter and a way to track temporary signs.

Ms. Page explained Chair Wood from the Design Review Board may have had input on this. However, there is still one other place in the sign ordinance where it talks about temporary signs and it basically says it is not regulated. She would like to address that portion of the sign ordinance also at this time.

Chair Hardie feels that we should leave it as it is. This was what the public hearing was for and we probably shouldn't add anything else at this time.

Ms. Moore asked about the cost. After being informed there was no cost involved she stated that she thinks it seems silly, it's just more paperwork and she doesn't believe people will do it.

Chair Hardie explained it is an attempt and she thinks it is a good idea.

Ms. Page said there is really no limit to temporary signs in the Zoning Ordinance.

Chair Hardie directed them to letter E., she would like to delete that in its entirety and add "All" to item B. It would read:

B. All temporary signs shall require an application to be filed with the Zoning Administrator.

Moved to forward the ordinance proposed changes for temporary signs, 509B with the provision to roll E. into B. to the Council.

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

(At the October 3, 2018 meeting Chair Hardie asked that the changes in their entirety be added to these minutes. However, since they had not been discussed at the September 5, 2018 meeting they are attached to these minutes as proposed Ordinance No. 443.)

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7:25 ITEM 8: P&Z REVIEW OF DEFINITIONS AND PROPERTY DEVELOPMENT STANDARDS IN REGARD TO ACCESSORY BUILDINGS

Chair Hardie clarified we are talking only about accessory buildings as mentioned in the zoning ordinance, not accessory structures or accessory uses.

Ms. Moore asked where will this be added? In each zone where it talks about accessory buildings and accessory building definition. We had discussed last time to not just limit it to the definitions.

Mr. Vincent said it appears to him it has been inserted the definition of accessory structure in to each zones language.

Ms. Page believes it to be in the general provisions already.

Chair Hardie believes it should just go into general provisions Section 502, because we've already got quite a bit of information under property and building standards in each and every zone. Since it is identical information that applies to every zone. We could eliminate all the extra verbiage and put it into general provisions.

Mr. Vincent thinks it is clearer when it's placed in each of the respective sections. That is our intent and what's wrong with the specificity of that.

Chair Hardie said, nothing's wrong, she just wanted to eliminate some of the verbiage. Then she added, under accessory building, we're not putting the definition, but a description.

Ms. Page explained there would be a maximum building height, and accessory building as another topic.

Chair Hardie asked are we addressing the definition on page 13, are we addressing that at all. She believes what is there is sufficient. We will specify the differences when we go through each and every zone.

Ms. Page said in the current ordinance there is a definition of an "accessory building" and also the definition for "building, height of." She suggests we include "accessory building, height of" definition, we should add that since we're trying to regulate the height of accessory buildings. That is her goal.

Mr. Vincent agreed with her.

Chair Hardie asked her where that was broken out, she couldn't locate it.

Ms. Page said in the zoning analysis there was a paragraph. Under Article 2, definitions, she suggested adding accessory building, type of. Under accessory building, there is not maximum height listed.

Chair Hardie suggested starting with this definition of what the new addition to the definition in the ordinance would be and how you presented it.

Ms. Moore referred them to page 53, yard, lot and area requirements. It talks about accessory buildings. Attached and detached accessory buildings. Is any part of that changing?

Chair Hardie said we hadn't got that far.

Ms. Page said she didn't include that because in the prior meeting we had talked about striking the verbiage about "in the front yard."

Chair Hardie said we will look at that but for now we will stick with the definition. She read under accessory building, height of, "The vertical measurement down from the highest point on the structure to the original grade or to an intersection with the horizontal projection of a plane, established as the median between the highest and lowest points of original grade beneath the enclosed portions of the structure." Is that how we describe/define a building height?

Mr. Vincent explained this definition is how you determine the 25-foot height in the ordinance today. Blue Bolter generated those diagrams that are in the ordinance.

This definition was discussed in detail.

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Ms. Page asked do we want to add a definition for accessory building height. She was trying to explain her usage of the verbiage and whether they wanted to limit the building height of an accessory building.

Chair Hardie and Mr. Vincent both said they did.

Mr. Vincent said if our intent is to limit the height of the accessory building then why not be specific. At the last meeting he thought we had all been in agreement to limit it to 16 feet or less.

Chair Hardie wants to move on to the description, not the definition. (Property Development Standards, page 5). She stated she knew they had discussed this, she had read the minutes from the last meeting. She added notes about accessory buildings and their use.

Ms. Moore asked do you want to add something else.

Chair Hardie said yes, in addition to the red verbiage, her comments are under additional notes. (She read from her list that she would like to add to what they had discussed.) She wants to remove "may contain a sink and toilet." Above it scratch "accessory building." She asked why someone would want it in the front yard.

Mr. Vincent asked what is a front yard in Jerome?

Chair Hardie would prefer it is not there, she doesn't feel they exist to enhance the beauty of anything.

Mr. Vincent asked Vice Chair Schall is your garage an accessory building?

Vice Chair Schall asked which one, I have four.

Mr. Vincent said, "Chair Hardie was not here for the meeting and takes it upon herself to speak to the Zoning Administrator, which is outside of the protocol of how things should come into the purview of this body. Personally, I think this language is entirely to invasive. He doesn't think the Chair has the right to insert all of this language into something that we haven't discussed publicly together."

Chair Hardie responded that all of this, she felt was appropriate to discuss and for the sake of ease she had it inserted into our discussion. It is for discussion only, it has no value at this point. For now, her suggestions are equal to anyone else's suggestions.

Mr. Vincent said the home occupation is covered already and doesn't need to be embellished.

Chair Hardie said as the chair she has a point to make about cross examining members and does not feel it is appropriate. It's best to keep this as objective as possible and move on. Any other ideas on describing an accessory building. She referred to Item 7, on page 5 "Accessory buildings of one story shall be not greater than 16 feet."

Ms. Moore had suggested no taller than 12 feet.

Mr. Hudson believes 16 feet should be the maximum height and should only be one story.

Vice Chair Schall doesn't think accessory buildings have to be only one floor.

Ms. Moore's point, if you're going to allow this in someone's front yard, is 16 feet is taller than some of the houses. She mentioned one proposed alteration to the garage could make it as imposing as the home itself. If you had something that large in many of the yards in Town it would look absurd and take away from the original historic structure.

Mr. Vincent said, "The definition says subordinate to the home, a two-story building is not subordinate."

7:55 Carol Anne Teague suggested, "What if the ordinance read 16 feet or the height of the main structure, whichever is less."

Chair Hardie discussed a two-story accessory building and it would not be subordinate to the house. She cannot understand how a structure that large would fit in as a subordinate use in the residential zone.

Ms. Moore brought up the definition of a guest house.

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Chair Hardie wants to delete that.

Ms. Moore said she read something about a detached building can be used for employees.

Chair Schall said he could give an example of a three-story building with a two-story accessory building and he doesn't have a problem with it.

There was further discussion of guest houses, uses in residential zones and accessory buildings.

Chair Hardie asked, "Is there any point we've agreed upon?"

Definitions in each portion, height is 16 feet, but not to exceed the height of the main residence.

Vice Chair Schall said it shouldn't be higher than the height of a house on the lot which is 25 feet high. "Say I'm considering an accessory building and it has to conform to the lot coverage and I have met the set-backs. Now imagine someone says your accessory building is too high, and someone tells me I can't put it on my property as a detached building. Then I will attach it to the house and I will get the same foot print and there's nothing you can do about it." So, what have we accomplished, we've forced them to attach it to the building. She asked all the commission members to give a positive of what they would like.

Mr. Vincent said when we left the last meeting he thought they had understood the definition of an accessory structure. The definition would remain the same and we would determine a height. He suggested we meet earlier to hash these sections out. He referred to the additional concepts that had been discussed we should all be aware of this ahead of time. He suggested a work session.

Ms. Moore would like the definition to say it is incidental and *insubordinate to the main building and we're talking about a garage, a shed or something like that. Not a structure someone might use as a vacation rental or rental and she thinks 12 feet is fine. She added that someone can get a variance if they are on a large piece of property. *(At the October 3, 2018 meeting it was confirmed Ms. Moore meant to say *subordinate.)

Mr. Hudson said his position is to put a limit on height, but he'd like to give it more thought.

Vice Chair Schall wants to reinforce the definition of accessory building, he's not worried about misuse, but the architect of it. That's what he wants it to look like. He's not concerned about limits. He would like to do a workshop.

Chair Hardie said her thoughts are, one story, 12 feet and subordinate to the home. She would like to table this and move on to the next item.

8:26 ITEM 9: P&Z REVIEW OF ZONING ORDINANCE SECTION 304 DESIGN REVIEW, IN REGARD TO CERTIFICATES OF NO EFFECT

Chair Hardie thinks they are unnecessary level of additional bureaucracy. Everything is taken care of by Design Review. She referred to page 41 in the Design Review section, we have exclusions. This says that these things are already allowed. This "Certificate of No Effect" came from Phoenix and she doesn't think this is for our Town. As far as fixing things on your home, we're already allowed to do that.

Ms. Page discussed instances where a "Certificate of No Effect" would come in handy. 1) a different color of paint, 2) a sign already approved for BB's boutique and now she wants to move the sign to the other side. So, they have to go before DRB again.

Ms. Moore said she doesn't think anyone should come to DRB for paint color approval.

Chair Hardie asked if the Commission would like to add this into a work session.

Mr. Vincent believes that the Zoning Administrator is asking for help and it shouldn't fall on deaf ears.

Vice Chair Schall would like it included in a work session. He believes the "Certificate of No Effect" is a good idea.

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Chair Hardie said this will go on to a work session.

8:38 ITEM 10: P&Z REVIEW OF ZONING ORDINANCE SECTION 509 SIGNS, CHANGES IN DEFINITIONS 7, 14, & 19, CHANGES TO 509.D.1.C, 509.E.6, 509.E.7, 509.E.10, CLARIFICATION 509.G.1

Chair Hardie said we can address these discrepancies at a later date and for that reason she will table this to a later date.

Accept the text amendments as proposed.

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

Chair Hardie said she didn't hear a second and she wanted to table this and move on.

8: 41 ITEM 11: P&Z DISCUSSION OF ZONING ORDINANCE SECTION 104, 105 & 106, IN REGARD TO MEMBER ABSENCES

Chair Hardie would like to tighten up on the absenteeism rules, four absences within a twelve-month span, you're off the Board or Commission automatically. She asked Ms. Page for assistance with that and when the terms started.

Ms. Page said she'd have to look into it.

Chair Hardie believes all terms end in *September.

Vice Chair Schall would like to see a phone call into the meeting count as being in attendance.

Chair Hardie agreed with that. She gave direction to staff to add the following to the administration Section 104; she read:

A commission member absent four commission meetings from such a date to such a date shall be deemed to have vacated his or her appointment without further action being taken by the Commission or Town Council.

***Terms expire at the end of February.**

8:50 ITEM 12: FUTURE AGENDA ITEMS

Ms. Page mentioned that the Planning and Zoning bylaws have not been updated since 2012 if you would like to consider looking at them in the future.

Chair Hardie would like to schedule a work session.

Mr. Vincent would like to start earlier.

Ms. Moore doesn't want to stay longer than two hours.

Chair Hardie said we should start with the first two that we tabled tonight.

Ms. Page said if we adopt the temporary sign ordinance as it is, there is still something in the ordinance that says temporary signs don't need an application.

Chair Hardie wants to leave it for now, we will discuss it later.

It was suggested they start at 5:00 for a work session

Items 8, 9, 10 and 11 were all tabled. The Commission agreed upon Thursday, September 13, 2018 at 5:00 p.m.

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ITEM 13: ADJOURN

The meeting adjourned at 9:04 p.m.

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

Approval on next page.

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REGULAR MEETING OF THE TOWN OF JEROME PLANNING AND ZONING COMMISSION

DATE: Wednesday, September 5, 2018 TIME: 7:00 pm

PLACE: **JEROME CIVIC CENTER**

600 Clark St., JEROME, ARIZONA 86331

Respectfully submitted by Jon Savage on October 3, 2018

Approved:

Margie Hardie

Planning & Zoning Commission Chair

Date:

10/3/18

Attest:

A. Helms

Planning & Zoning Commission Vice Chair

Date:

10/3/2018



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WORK SESSION OF THE TOWN OF JEROME

PLANNING AND ZONING COMMISSION

DATE: Thursday, September 13, 2018 TIME: 5:00 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

Chair Hardie called the meeting to order at 5:02 p.m.

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

Staff present were Charlotte Page, Acting Zoning Administrator, and Joni Savage, Deputy Clerk.

(:44) ITEM 2: P&Z REVIEW OF DEFINITIONS AND PROPERTY DEVELOPMENT STANDARDS IN REGARD TO ACCESSORY BUILDINGS

Chair Hardie said she could start with the definition on the top it says, "Draft text amendment accessory buildings" and in red **Text Editions as Proposed**, this is on page 1. There are different factors her definition reads as follows: An accessory building is a building or structure which is subordinate in size, use of and visually to the main building or structure or use on the same lot or parcel. An accessory building or structure may not be used for human habitation. The additions are size, use and visually subordinate. On page 2, number 7, which is set-backs, she stated she believes is fine. She wonders how good it would be to have this same definition, size and all of that for the AR, C1 or Light Industry zones. She believes those zones have different needs and spaces. In regard to AR we could add a barn.

Chair Hardie continued to sizes/height in other towns is anywhere from 12' to 16'. After walking around in her neighborhood, she has to say that the majority are 12' and no higher. She doesn't know if a height of 16' could be carried on a small building.

Mr. Hudson added that an average 8' ceiling home inside with a 4/12 pitch puts you at about a 14' outside. You would have a bigger pitch, which he added believes it looks nicer around here.

Vice Chair Schall added he believed it would be a nicer pitch.

Ms. Page believes a higher ceiling height is more desirable when working on vehicles.

Chair Hardie asked for an explanation on the height.

Mr. Hudson added it is 4" of lift per foot.

Ms. Moore explained every foot is 4" higher, 6" would be a steeper pitch.

Chair Hardie said her observations the buildings tend to be a 12' average. In the definitions in each and every zone, that Mr. Vincent suggested, for the sake of clarity. She wondered if we need the statement: Accessory buildings will not have a separate address or separate utility service. She doesn't see the relevance of it.

Vice Chair Schall explained that's one of those intent things, if it has a separate address and a separate utility, it begins to look like a rental unit.

Chair Hardie said "not for use of human habitation" should cover everything, we don't have to worry about sinks and

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showers. She finds in a lot of Towns that they use that statement. If we wanted to, take a list of what we're after, height, use, definitions and just cut to the chase.

Vice Chair Schall asked what happens if a taxpayer in Jerome wants to build a building bigger than an accessory building, would it not be another accessory building. Could they build a second home on their lot, if they had a lot big enough? What would prevent that?

Chair Hardie responded the zone says one single family home in the Residential zone.

The Commission discussed this and speculated ways that people could get around it.

Chair Hardie stated there is no permitted use for a "guest house" in any zone. It is in the definitions and shouldn't be there because they don't exist. She stated that any of these in existence would be grandfathered in. She added a subordinate use is something that would not trump the single-family home as a home.

Ms. Moore asked about the square footage of the accessory building.

Chair Hardie responded that would be constrained by the size of the lot and the set-backs.

Vice Chair Schall interjected if the lot was huge it could be three times the size of the house.

Chair Hardie said it would then no longer be subordinate to the size of the main building.

Ms. Moore doesn't believe subordinate says enough. (The definition of subordinate was discussed. It was decided a square footage should be used. Instead of just saying subordinate, it should say smaller than the footprint of the main building.)

Chair Hardie added it should say visually incidental.

The current definition says it can't be in the front yard.

Mr. Hudson asked didn't we talk about removing no accessory building should be in the front yard.

The Commission decided they wanted to leave it.

Chair Hardie said, "Let's do that definition, let's leave the yard lot and area requirements the same with the five-foot setbacks. An accessory building may not be used for human habitation.

Ms. Moore asked about the definition of subordinate, where does the size restriction go.

Chair Hardie responded in size the footprint is covered by the lot coverage. It is smaller than the foot print of the house, no more than the square footage. The subordinate building would be smaller than and no more than 50% of the square footage of the main structure.

Mr. Hudson reminded them that some of the houses in town were already so small that you couldn't put in an accessory building for something like a garage.

Mr. Vincent asked, "Don't you achieve that objective with setbacks and lot coverage?"

Ms. Moore responded not necessarily. We're trying to achieve that the accessory building doesn't look as big as the house, but that is easily interpreted as a foot shorter.

Mr. Vincent asked, "How did this come to us?"

Ms. Page responded that there was a lot of emotion around the last accessory building proposed. Both DRB and P & Z denied it and they appealed to the Council.

It was determined the guidelines needed to be better so that decisions wouldn't be subjective.

Guest houses are in the definitions, but they do not exist anywhere in the ordinance.

Mr. Vincent asked, "Are you outlawing guest houses?"

Chair Hardie responded, "You can't outlaw something that doesn't exist. It isn't even mentioned in the Zoning Ordinance."

Ms. Moore added that you are saying there is no human habitation for accessory buildings.

The Commission discussed guest houses and accessory buildings for quite some time.

Vice Chair Schall wants to leave the guest house definition alone, he wants to see the definition left and he doesn't

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want to discourage them. A guest house is not a vacation rental. (He referred to a scenario of having his elderly grandmother use the guest house.)

Chair Hardie believes that allowing a guest house to be built would just invite more vacation rentals.

Mr. Vincent believes that with all of the setbacks and lot coverage requirements involved it would be difficult for anyone to build a guest house on most of the lots in town.

Vice Chair Schall added that we cannot say no to vacation rentals, however we can control accessory buildings and discourage a bedroom.

Chair Hardie said, "My concern is the ultimate use, the ultimate use which is, could become, and the thing is this, once you've created a guest house, you don't have, and Charlotte put in here "having no cooking facilities," well 'Come see, come sigh.' But, if you build a guest house, it's fairly habitable and then one day it could be turned into a vacation rental."

Mr. Vincent read from the ordinance and said, "such quarters shall not be rented."

Chair Hardie added again, once you've built it no one can prevent you from renting it. She summarized, don't allow human habitation.

Ms. Moore is concerned about something being built that would dwarf the historic building. She doesn't believe the guidelines are clear enough at this time.

Chair Hardie referred to Ms. Pages suggestion for a Certificate of No Affect; there is a 10' x 12' building that is a pass through. She stated she could live in that size of a building over a weekend.

Ms. Moore would like to restrict the size and the use. Visually she would want it to be subordinate. Height limitation, not more than 2/3rds size of the footprint of the home.

Vice Chair Schall added nothing taller than 14 feet high and 600 square feet, that is basically a two-car garage.

Chair Hardie feels that setbacks and percentage of lot usage should be a part of the ordinance. The main issues are use, height, size and the look of it.

- 1) They agreed on a height of 14 feet.
- 2) They agreed on no bigger than 500 square feet or 2/3rds the size of the footprint of the home.
- 3) They agreed on not habitable for humans.

Ms. Page summarized: "Subordinate in size and use, and visually subordinate." She will change the definition of accessory building, and add the above items 1, 2 and 3. (Staff was instructed to find the standard size of a 2-car garage.)

Chair Hardie referred to section 502.H, accessory building, detached, yard lot requirements stay the same. She then asked what about the different zones.

Vice Chair Schall said, "Shouldn't we just say the setbacks for the accessory building has to match the zone it is in. Is there something wrong with that?"

Chair Hardie doesn't want to restrict C1 in light industrial, they're not houses or tiny lots. So, the commission decided that the setback is equal to the zone. She added we'll leave setbacks alone in the AR.

Chair Hardie moved on to Accessory Buildings, number seven (7) page three (3); she would like to change B1 to 14" and also she doesn't like any reference to a CUP or a variance. Strike that, "otherwise permitted." She doesn't think we need number two (2) at all, referring to separate address or separate utility.

Ms. Moore argued with that and gave an example of a home-based business.

Chair Hardie and Vice Chair Schall gave examples of how having a separate meter on an accessory building would be accommodating.

Ms. Page said she added number six (6) maximum main building height of 25' tall because she wanted to differentiate from the accessory.

Chair Hardie didn't think that was necessary. The commission decided to leave it in to make everything clearer.

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(1:21) ITEM 3: P&Z REVIEW OF ZONING ORDINANCE SECTION 304 DESIGN REVIEW, IN REGARD TO CERTIFICATES OF NO EFFECT

Mr. Hudson asked Ms. Page, "What is the main reason for this item being on the agenda?"

Ms. Page responded, "There is a subset in town that will not come in at all. We probably can't fix this with this, but there are a fair amount of questions that come to us about maintenance. Where we talk about maintenance it is fairly vague. This was actually before my time, Mr. Dabney had started this process."

Mr. Hudson asked if she was referring to 304J.

Ms. Page responded it is the only section that talks about general maintenance not being included. (Zoning Ordinance, page 41, section 304-J)

Mr. Hudson doesn't agree with the fee.

Ms. Page said she already crossed that off. This form is a way for the building inspector to be more informed and this would allow the general public a tool to use.

Mr. Vincent asked if everyone was okay with this form.

Chair Hardie said she is not.

Ms. Page said there could be a list of items limited to this.

Mr. Hudson spoke about repairs, every time he does any repair he would have to come and talk to the zoning administrator, he does not agree with that.

Vice Chair Schall agreed with Mr. Hudson as far as repairs. He suggested removing Item #1.

Mr. Hudson wanted to streamline the list and not have a fee.

Ms. Page gave an example of a shed that just showed up on someone's property. The owner told her Mr. Dabney had approved it, but when she checked the parcel file there was no documentation.

The commission discussed accessory buildings and how they would need to go before both boards.

Vice Chair Schall summarized stated we have listed replace with like repair.

Chair Hardie said we don't need this form for that. She asked Ms. Page if she wanted to review paint on historic buildings.

Ms. Page gave an example and thought it could be on the Certificate of No Effect.

Chair Hardie doesn't believe it should go under the purview of the zoning administrator. She doesn't want the Certificate of No Effect. She doesn't think you should go before Design Review for paint color and she would like to change that requirement. Her point is, if these things are so insignificant they should be removed from Design Review considerations.

Ms. Page explained the purpose of the document and how it could be useful for the public when they're applying for things.

Vice Chair Schall said it doesn't really give permission, however it is a way for you to be aware of it.

Chair Hardie said it sounds like you want a list of projects that we could publicize to tell citizens what they are allowed to do. She believes this will just add more work for Ms. Page.

Vice Chair Schall suggested that they simplify this and put it under exclusions, this doesn't affect us, the Planning and Zoning Commission. However, he hears Ms. Page, and this form is some added level that will help her do her job.

Chair Hardie feels some of these decisions should be made by the Design Review of five people versus one person. She also added that if Ms. Page said no to an applicant they have the right to go on to DRB.

Ms. Page explained how she would want an approved list to work from and she would not say no, she would send them to DRB.

Chair Hardie stated again she feels this is a waste of time.

Vice Chair Schall added we are just trying to simplify the process.

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Mr. Vincent talked about the three items at the last Design Review meeting and how Ms. Page probably spent more time preparing those items for the agenda versus using a Certificate of No Effect.

Chair Hardie said if the applicant doesn't agree with your decision they would still have the option of going to DRB. She doesn't want stuff on the list that would create people violating the ordinance. Whatever is on the exclusion list it stays.

Ms. Page said that's the problem, there is no exclusion list.

Chair Hardie recommended Ms. Page comes up with that list.

Vice Chair Schall spoke about like for like and similar paint colors.

Chair Hardie directed staff to come up with a definition for the Certificate of No Effect. Also, she asked staff to make a list of things she would like.

(1:58) ITEM 4: POSSIBLE REVIEW OF 509 SIGN ORDINANCE

Chair Hardie said she would like to table Item 4.

(1:58) ITEM 5: FUTURE AGENDA ITEMS

Chair Hardie said her future agenda item would be to bring number 4 to the next meeting. She believes it may need to be another work session.

Mr. Vincent asked about the Club House project.

Ms. Page said they would have a Conditional Use Permit at the next meeting. This was discussed further.

ITEM 6: ADJOURN

The meeting adjourned at 7:06 p.m.

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

Approval on next page.

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SPECIAL MEETING OF THE TOWN OF JEROME PLANNING AND ZONING COMMISSION

DATE: Thursday, Sept 13, 2018 TIME: 5:00 pm

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

Respectfully submitted by Joni Savage on October 3, 2018

Approved: _____

Marge Handei
Planning & Zoning Commission Chair

Date: _____

10/3/18

Attest: _____

L. L. Linn
Planning & Zoning Commission Vice Chair

Date: _____

10/3/2018



TOWN OF JEROME, ARIZONA

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DRAFT MINUTES SPECIAL MEETING OF THE JEROME TOWN COUNCIL JEROME CIVIC CENTER - 600 CLARK STREET - COUNCIL CHAMBERS MONDAY, OCTOBER 29, 2018, AT 6:30 P.M.

ITEM #1:	<p>CALL TO ORDER/ROLL CALL</p> <p>Mayor/Chairperson to call meeting to order.</p> <p style="padding-left: 40px;"><i>Mayor Frank Vander Horst called the meeting to order at 6:30 p.m.</i></p> <p>Town Clerk to call and record the roll.</p> <p style="padding-left: 40px;"><i>Town Manager/Clerk Candace Gallagher called the roll. Present were Mayor Vander Horst, Vice Mayor Jay Kinsella, Councilmember Alex Barber and Councilmember Lew Currier. Councilmember Bachrach had submitted his resignation, and was not in attendance. Other staff present were Joni Savage, Deputy Clerk and Charlotte Page, Acting Zoning Administrator.</i></p> <p style="padding-left: 40px;"><i>Mayor Vander Horst led the Pledge of Allegiance.</i></p>																																										
ITEM #2: 6:31 (1:01)	<p>ACCEPTANCE OF COUNCIL MEMBER RESIGNATION</p> <p>Council may formally accept the resignation from Council of Hunter Bachrach, effective immediately.</p> <p style="padding-left: 40px;"><i>Councilmember Currier moved to accept Councilmember Bachrach's resignation and Vice Mayor Kinsella seconded the motion.</i></p> <p style="padding-left: 40px;"><i>Councilmember Currier suggested reading the resignation letter.</i></p> <p style="padding-left: 40px;"><i>Vice Mayor Kinsella suggested placing the resignation letter with the minutes.</i></p> <p style="padding-left: 40px;"><i>The motion was so amended.</i></p> <p style="text-align: center;">Acceptance of Resignation of Council Member Bachrach and resignation letter to be placed with minutes</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="text-align: left;">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></td> <td></td> <td style="text-align: center;">x</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 style="text-align: center;">x</td> <td></td> <td style="text-align: center;">x</td> <td></td> <td></td> <td></td> </tr> <tr> <td>KINSELLA</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>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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VANDER HORST			x																																								
ITEM #3: 6:32 (2:08)	<p>APPROVAL OF MINUTES</p> <p>October 9, 2018 regular meeting – open and closed sessions</p> <p style="text-align: center;">Approval of Regular Meeting open and closed minutes from October 9, 2018.</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="text-align: left;">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>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 style="text-align: center;">x</td> <td></td> <td style="text-align: center;">x</td> <td></td> <td></td> <td></td> </tr> <tr> <td>KINSELLA</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>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	BARBER			x				CURRIER	x		x				KINSELLA		x	x				VANDER HORST			x										
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VANDER HORST			x																																								
ITEM #4: 6:33 (2:58)	<p>ZONING ADMINISTRATOR POSITION</p> <p>Council will discuss the position of Zoning Administrator and may make an appointment to that position. A portion of this discussion may take place in closed session, pursuant to A.R.S. § 38-431.03 (A)(1).</p> <p style="padding-left: 40px;"><i>Mayor Vander Horst summarized that the council members had all of the résumés from different applicants and the position had been advertised for five months. The Council agreed that they were happy with the work Charlotte Page had done over the past five months as Acting Zoning Administrator, and each member commended her for that.</i></p>																																										

	Appointment of Charlotte Page to the position of Zoning Administrator						
	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
	BARBER		X	X			
	CURRIER			X			
	KINSELLA	X		X			
VANDER HORST			X				
ITEM #5: (8:49)	ADJOURNMENT						
	<i>Adjourned at 6:39 p.m.</i>						
	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
	BACHRACH			X			
	BARBER		X	X			
	CURRIER	X		X			
	KINSELLA			X			
VANDER HORST			X				

APPROVE:

ATTEST:

Frank Vander Horst, Mayor

Candace B. Gallagher, CMC, Town Manager/Clerk

Date: _____



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STAFF SUMMARY REPORT

FROM: Candace Gallagher, Town Manager/Clerk *CBLO*
ITEM: ITEM #7C, APPOINTMENT OF MEMBER TO FILL COUNCIL VACANCY
MEETING DATE: November 13, 2018


Due to Hunter Bachrach's declining to take office, there exists a vacancy on the new Council. State Statute and our Town Code each require that Council fill the vacancy, which would be done by appointment for the unexpired term. Neither State statute nor our Town Code include a timeline or a specific process for making that appointment.

Per statute, the requirements for an appointed member are the same as those for a candidate:

- At least 18 years of age
- A "qualified elector"
- A resident of Jerome for at least one year

A notice has been posted at the Town's three posting locations, on its website and on its Facebook page, inviting interested persons to contact me. As of this date (November 8), the following individuals have expressed interest: Alissa Kueker, Nick Bartell, Nikki Check and Tyler Christensen. I asked each to provide some background information and/or a resume for Council's review, and have attached here what I have received so far. Any additional information that comes in will be provided as soon as it is received. I have also encouraged each to attend the November 13 meeting.

At this meeting, Council will have the option to question those interested who may be in attendance, and to either make an appointment immediately or table the appointment until a future date.

From: **Wicked City Brew** wickedcitybrew@gmail.com 
Subject: **Town Council seat**
Date: **November 5, 2018 at 3:07 PM**
To: c.gallagher@jerome.az.gov



Dear Candice,

This is Nicholas Bartell. I am contacting you to let you know that I remain interested in serving on the Town Council. I don't know what the process looks like but please add my name to the list. Thank you. I am available at 720-335-2124

Nicholas Bartell
Manager
Wicked City Brew

From: Nikki Check nikkicheck12@gmail.com 
Subject: interest in council
Date: November 8, 2018 at 12:28 PM
To: c.gallagher@jerome.az.gov



Hi Candace,

I am writing to express my interest in serving the Jerome Town Council by appointment. I understand that there is a one-year residency requirement. While I moved to Jerome in 2008 and briefly left from 2015-2017, I will have been in Jerome continuously for a full year as of December 2018.

I hope that my previous service to the town as council member and mayor from October 2011- January 2015 could be useful in providing the newly-seated council with some seasoned perspective. I've attached a resume for reference.

Best Regards,
Nikki Check
707 Main St.
928-308-6755



Nikki Check
resume...8.docx

NIKKI CHECK

PO Box 801 Jerome, AZ 86331
928-308-6755 nikkibcheck12@gmail.com

OBJECTIVE

JEROME TOWN COUNCIL APPOINTMENT

EXPERIENCE & SERVICE

Verde River Exchange Advisory Council Verde Valley, AZ 2015 – 2017
Member

State Legislature District 6 Nov 2015 – Nov 2016
Candidate for State Senate

Town of Jerome Jerome, AZ Oct 2011-Jan 2015
Mayor May 2012-Nov 2014
Council Member Oct 2011- May 2012, Nov 2014-Jan 2015

Verde Valley Wine Consortium (non-profit) Verde Valley, AZ 2012-2015
Board member

Verde River Basin Partnership (non-profit) Verde Valley, AZ 2012-2014
Board member

Flinn-Brown Civic Leadership Academy Phoenix, AZ Class of 2012
Class IV fellow.

EMPLOYMENT

Arizona Vineyard Consulting LLC Jerome, AZ July 2009 - Present
Owner/Operator

Yavapai College – Southwest Wine Center Clarkdale, AZ Jan 2012-Nov 2017
Director of Viticulture (and Enology)
Professor of Viticulture Aug 2009- Dec2011

Merkin Vineyards Verde Valley, AZ 2008-2011
Vineyard Management and Consultation

Open-Inn Family and Youth Services Prescott, AZ 2000-2006
Independent Living Case Manager (2004-2006)
Teen Peer Counselor (2000-2004)

EDUCATION

Prescott College Prescott AZ
Bachelor of Arts: Agriculture
Degree Received: December 2007

Yavapai College Prescott, AZ
Associate of Applied Science: Agriculture Technology Management
Degree Received: May 2004

From: janemoore@mac.com
Subject: Council Vacancy
Date: November 11, 2018 at 12:58 PM
To: Candace Gallagher c.gallagher@jerome.az.gov



Dear Candace and Council:

After much thought, and at the last moment, I have decided to respectfully submit my name for the vacancy on Town Council. While I am definitely an advocate for newer and younger residents in town taking over positions on boards and Council, I thought perhaps at this point in time it might be helpful to have a council member who has some experience be on board to assist transition. I have served 10 years in the past as Council Member/Vice Mayor and 2 years as Mayor, as well as serving at different times on Planning and Zoning, and Board of Adjustment. I have much knowledge in water and sewer issues, and wish to pass that on to subsequent councils also. I have been serving the town in various capacities since 1975, and am always willing to jump in to help when needed. I have no agenda, or ego-driven reasons for serving, other than assisting to help the town be as resilient, livable, successful, and pleasant a place to be as it has been for so many years.

Thank you for your consideration!

Jane Moore
747 Gulch Rd.
Jerome, AZ 86331

Tyler Christensen

928-451-5451 mingus81@gmail.com P.O. Box 1132, Jerome, AZ 86331
611 Clark St, Jerome, AZ 86331

Born and raised in Jerome, I have deep roots in this town. My family has been here since the late 1800's. I love this town and have always tried to give back. I've volunteered with the Jerome Fire Department, worked on the Town Crew, and helped facilitate an expanded partnership between the Town of Jerome and my current employer, Contract Wastewater Operations, LLC where I managed multiple projects to restore and improve the towns water sources. My objective for applying to be on town council would be to offer my knowledge and expertise in regards to infrastructure, including the water and wastewater systems, parks, roads, and sanitation, but mostly to serve and learn more about our community that I have grown to know and love.

Professional Experience

- **CONTRACT WASTEWATER OPERATIONS, LLC — JULY 2016 - PRESENT**
Water/Wastewater Operator

Duties include: Process control and operation of 6 individual water and wastewater systems in the Verde Valley, including Jerome, Cottonwood and Sedona. Management of 2017-2018 Spring Restoration Project where I was able to identify over 20 separate issues that required restoration and upgrades. I worked side by side with employees from the Town of Jerome and Contract Wastewater Operations and also with independent masons to make the improvements needed with designs I created and designed myself to provide a more efficient and operable capturing process for the towns water supply. 20 projects came in overall, under budget and was completed in the time allotted.

- **THE TOWN OF JEROME — MARCH 2013-AUGUST 2014**
Public Works Crew Member

Primarily working under the supervision of former crew chief, Travis Conoboy, I gained extensive knowledge and experience while maintaining the water and sewage Infrastructure, ran the trash route, read water meters, assisted in town projects such as repairing leaks in the road, building walls, replacing sewer line and worked on the towns springs.

- **BIG 5 SPORTING GOODS — FALL 2011 - SPRING 2012**
Sales Associate

When Big 5 had it's grand opening I was hired with the first wave of employees before the store opened and assisted in preparing the store for its opening by installing every shelf and product display inside the store, stocking and then eventually opening the store. Once it was opened, I worked on the sales floor directly interacting and meeting the needs of the customers while receiving and stocking incoming shipments.

- THE CITY OF SEDONA, PARKS & RECREATION — FALL 2011
Lifeguard

Performed basic lifeguard duties such as supervision of swimmers, swim meets and swim lessons. Participated in drills for emergency scenarios to ensure preparedness on the job.

- THE TOWN OF CLARKDALE, PARKS & RECREATION — SUMMER 2011
Head Lifeguard

Performed basic lifeguard duties such as supervision of swimmers, conducted and instructed swim lessons. Worked with parents to provide a safe and fun environment for children, assisted in management of lifeguard duties and schedules, policies & procedures and general function of the pool. Participated in drills for emergency scenarios to ensure preparedness on the job. Maintained pool plumbing, chlorination and PH systems on a daily basis to ensure a safe swimming environment.

Education

Yavapai College — Yavapai College Fire Academy, Spring Semester 2013 Lifetime International Certificate Firefighter I & II

Jerome Volunteer Fire Department paid for the opportunity for me to go into the fire academy. While I was there I learned how to operate within a group of people to accomplish difficult tasks. This required critical thinking, preparation, trust and patience. This included fire suppression, search & rescue, rope rescue, confined space navigation and woodland firefighting.

Alissa Kueker

Alissa.kueker@gmail.com

949.510.2520

PO Box 294

Jerome, AZ 86331

I was born in Newton, Massachusetts. When I was three and my sister was born, we moved to Southern California. My sister was born with mental and physical disabilities. I have always been involved with her care, the consciousness of her condition and the betterment of her life. We grew up in Southern California where I eventually earned my first Associate of Arts Degree. After graduating I traveled to Europe, having worked to earn my own funds to do so, and in turn lived there for a few years. I received a work trade scholarship to study at a private animation school in Amsterdam and I was a member in a signed band in Belgium. It was a life enriching experience. I came back to California when my mother had fallen ill. I took care of her and my sister until my mother's unfortunate passing. After a period of mourning and setting my sister in good care in assisted living that my father and I had and still do have deep involvement with her care, I moved to Los Angeles where I worked in animation production for 8 years. While living in Los Angeles, I started a Tenants Union to protect the rights of my fellow renters when I saw injustices occurring. I also started a community garden awareness program where we would hold lectures with concerts in varying community gardens around Los Angeles.

My mother was a yogi, teacher and artist. My father, a lawyer and artist. They taught me to follow my dreams. To follow my passions. But mostly, to be the voice of fairness and reason and to help those that can't help themselves. Those principles are what have led me to working in music, animation and eventually working in the wine industry in California and now Arizona and my interest to further my education in law as well as yoga, to be of service to the community.

My best friend moved to Northern Arizona 6 years ago with her husband and son. They took me to Jerome on a visit and I immediately fell in love. I learned of the growing wine industry in Arizona and the program at Yavapai College – Southwest Wine Center. I decided to make the move to Arizona to study and work in the local industry from vineyard to cellar to tasting room. I earned my degrees in both Viticulture and Enology with honors last year and earned a gold medal in the first Arizona Emerging Winemakers competition this past spring. I was honored to help start and serve on the board of our Viticulture and Enology club for students and alumni.

I've lived in Jerome now for almost 3 years. The first moment I saw Jerome, I was in love. It felt like home. I want Jerome to be my forever home. I appreciate the community of

Jerome. I want to help protect Jerome as a historical landmark and help aid in Jerome moving into a future that protects the town, the residence and makes it a wonderful and easy place for people to live, to visit and experience.

I have been considering the best way for me to serve our community and serving on council would be an honor. Thank you for your consideration.



Arizona Department of Liquor Licenses and Control
 800 W Washington 5th Floor
 Phoenix, AZ 85007-2934
 www.azliquor.gov
 (602) 542-5141

FOR DLIC USE ONLY	
Received Date:	
Job #:	
CSR:	
License #:	

APPLICATION FOR SPECIAL EVENT LICENSE
 Fees: \$25.00 per day for 1-10 days (consecutive) Cash Checks or Money Orders Only
 A service fee of \$25.00 will be charged for all dishonored checks (A.R.S § 44-6852)

IMPORTANT INFORMATION: This document must be fully completed or it will be returned.
 The Department of Liquor Licenses and Control must receive this application ten (10) business days prior to the event.

SECTION 1 Applicant must be a member of a qualifying nonprofit organization, political party, or Government entity and authorized by an Officer, Director, or Chairperson of the Organization.

1. Applicant: Savage Kevin Bhrett 04/04/1961

2. Applicant's mailing address: PO Box K Jerome AZ 86331

3. Applicant's home/cell phone: (480) 773-4080 Applicant's business phone: (928) 634-2900

4. Applicant's email address: president@jeromechamber.com

SECTION 2 Name of Organization, Candidate or Political Party/Gov.: Jerome Chamber of Commerce

Name of Licensed Contractor (if any): N/A

SECTION 3 Non-Profit/IRS Tax Exempt Number: 86-0642740

SECTION 4 Event Location: Lawrence Memorial Hull

Event Address: 260 Hull Avenue Jerome, Az 86331

SECTION 5 Dates and Hours of Event. Days must be consecutive but may not exceed 10 consecutive days.
 See A.R.S. § 4-244(15) and (17) for legal hours of service.

PLEASE FILL OUT A SEPARATE APPLICATION FOR EACH "NON-CONSECUTIVE" DAY

	Date	Day of Week	Event Start Time AM/PM	License End Time AM/PM
DAY 1:	<u>12/8/18</u>	<u>SAT.</u>	<u>6pm</u>	<u>11pm</u>
DAY 2:	_____	_____	_____	_____
DAY 3:	_____	_____	_____	_____
DAY 4:	_____	_____	_____	_____
DAY 5:	_____	_____	_____	_____
DAY 6:	_____	_____	_____	_____
DAY 7:	_____	_____	_____	_____
DAY 8:	_____	_____	_____	_____
DAY 9:	_____	_____	_____	_____
DAY 10:	_____	_____	_____	_____

SECTION 6 What type of security and control measures will you take to prevent violations of liquor laws at this event?
(List type and number of police/security personnel and type of fencing or control barriers, if applicable.)

1 Number of Police _____ Number of Security Personnel Fencing Barriers
Explanation: Everyone enters and exits through the front door. The Chief of Police will assign an officer to control this event.

SECTION 7 Will this event be held on a currently licensed premise and within the already approved premises? Yes No
(If yes, Local Governing Body Signature not required)

Name of Business License Number Phone (Include Area Code)

SECTION 8 How is this special event going to conduct all dispensing, serving, and selling of spirituous liquors? Please read R-19-318 for explanation and check one of the following boxes.

- Place license in non-use
- Dispense and serve all spirituous liquors under retailer's license
- Dispense and serve all spirituous liquors under special event
- Split premise between special event and retail location

(IF USING RETAIL LICENSE, PLEASE SUBMIT A LETTER OF AGREEMENT FROM THE AGENT/OWNER OF THE LICENSED PREMISES TO SUSPEND OR RUN CONCURRENT WITH THE PERMANENT LICENSE DURING THE EVENT. IF THE SPECIAL EVENT IS ONLY USING A PORTION OF THE PREMISES, AGENT/OWNER WILL NEED TO SUSPEND THAT PORTION OF THE PREMISES.)

SECTION 9 What is the purpose of this event?

- On-site consumption Off-site (auction/wine/distilled spirits pull) Both

SECTION 10

1. Has the applicant been convicted of a felony, or had a liquor license revoked within the last five (5) years?
 Yes No (if yes, attach explanation.)
2. How many special event days have been issued to this organization during the calendar year? 0
(The number cannot exceed 10 days per year.)
3. Is the organization using the services of a licensed contractor or other person to manage the sale or service of alcohol?
 Yes No (if yes, must be a licensed contractor or licensee of series 6, 7, 11, or 12)
4. List all people and organizations who will receive the proceeds. Account for 100% of the proceeds. The organization applying must receive 25% of the gross revenues of the special event liquor sales. Attach an additional page if necessary.

Name Jerome Chamber of Commerce Percentage: 100%
Address PO Box K, Jerome, AZ 86331
Name _____ Percentage: _____
Address _____
Street City State Zip

Please read A.R.S. § 4-203.02 Special event license; rules and R19-1-205 Requirements for a Special Event License.

Note: ALL ALCOHOLIC BEVERAGE SALES MUST BE FOR CONSUMPTION AT THE EVENT SITE ONLY.

NO ALCOHOLIC BEVERAGES SHALL LEAVE A SPECIAL EVENT UNLESS THEY ARE IN AUCTION WINE OR DISTILLED SPIRITS PULL SEALED CONTAINERS OR THE SPECIAL EVENT LICENSE IS STACKED WITH WINE /CRAFT DISTILLERY FESTIVAL LICENSE.

SECTION 11 License premises diagram. The licensed premises for your special event is the area in which you are authorized to sell, dispense or serve alcoholic beverages under the provisions of your license. Please attach a diagram of your special event licensed premises. Please show dimensions, serving areas, fencing, barricades, or other control measures and security position.



If the special event will be held at a location without a permanent liquor license or if the event will be on any portion of a location that is not covered by the existing liquor license, this application must be approved by the local government before submission to the Department of Liquor Licenses and Control. Please contact the local governing board for additional application requirements and submission deadlines. Additional licensing fees may also be required before approval may be granted. For more information, please contact your local jurisdiction.

NOTARY

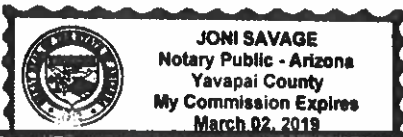
I, (Print Full Name) KEVIN SAVAGE, hereby declare that I am the APPLICANT, I have read this document and verify the contents and all statements are true, correct and complete to the best of my knowledge.

X (Signature) [Handwritten Signature] Applicant Signature

State of Arizona County of Yavapai
the foregoing instrument was acknowledged before me this

22nd of October 2018
Day Month Year

My commission expires on: 3-2-19

 [Handwritten Signature]
Signature of NOTARY PUBLIC

LOCAL GOVERNING BOARD

Date Received: _____

I, _____ recommend APPROVAL DISAPPROVAL
(Government Official) (Title)

On behalf of _____
(City, Town, County) Signature Date Phone

DLLC USE ONLY

APPROVAL DISAPPROVAL BY: _____ DATE: ____/____/____

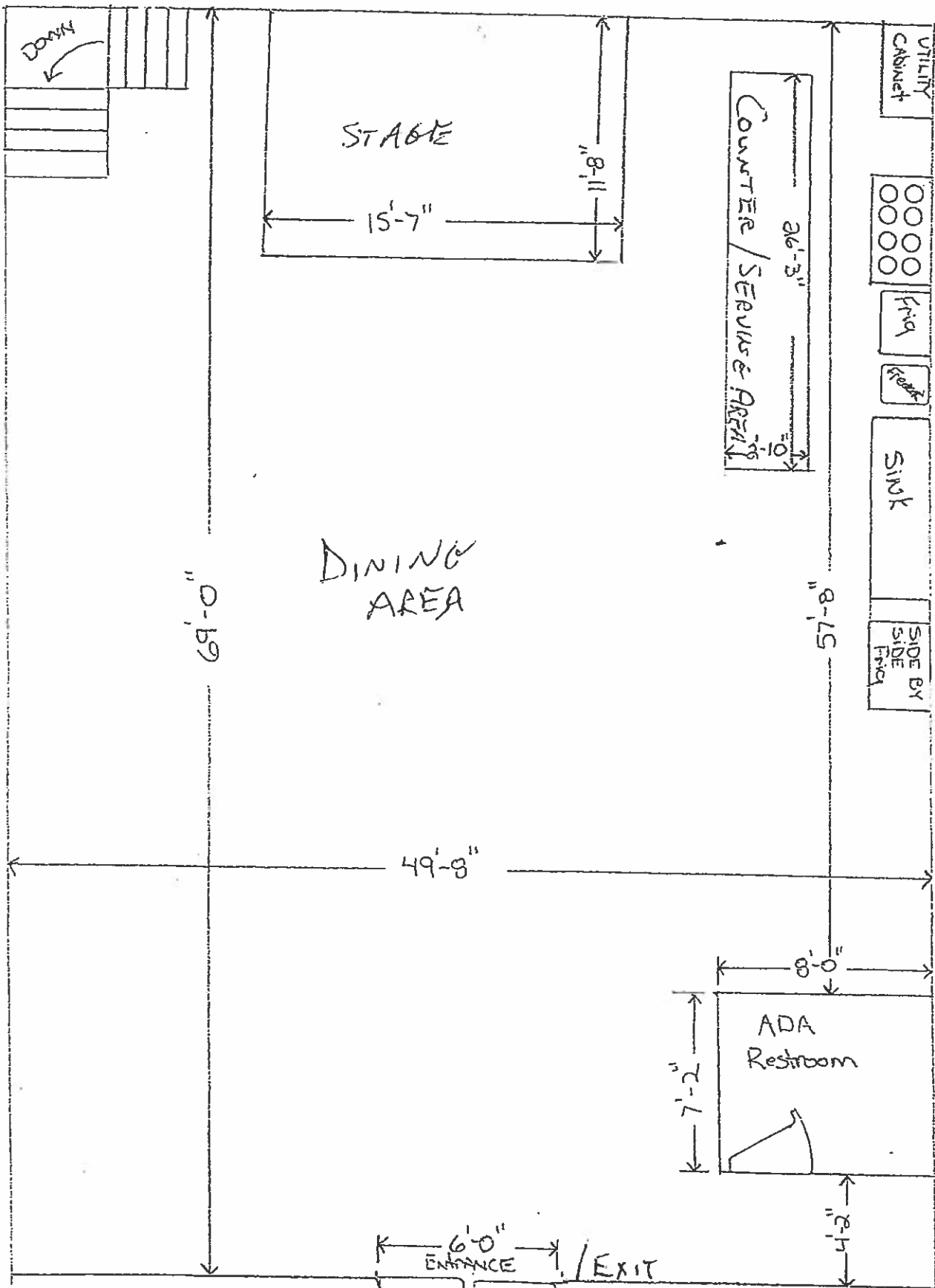
A.R.S. § 41-1030. Invalidity of rules not made according to this chapter; prohibited agency action; prohibited acts by state employees; enforcement; notice

B. An agency shall not base a licensing decision in whole or in part on a licensing requirement or condition that is not specifically authorized by statute, rule or state tribal gaming compact. A general grant of authority in statute does not constitute a basis for imposing a licensing requirement or condition unless a rule is made pursuant to that general grant of authority that specifically authorizes the requirement or condition.

D. THIS SECTION MAY BE ENFORCED IN A PRIVATE CIVIL ACTION AND RELIEF MAY BE AWARDED AGAINST THE STATE. THE COURT MAY AWARD REASONABLE ATTORNEY FEES, DAMAGES AND ALL FEES ASSOCIATED WITH THE LICENSE APPLICATION TO A PARTY THAT PREVAILS IN AN ACTION AGAINST THE STATE FOR A VIOLATION OF THIS SECTION.

E. A STATE EMPLOYEE MAY NOT INTENTIONALLY OR KNOWINGLY VIOLATE THIS SECTION. A VIOLATION OF THIS SECTION IS CAUSE FOR DISCIPLINARY ACTION OR DISMISSAL PURSUANT TO THE AGENCY'S ADOPTED PERSONNEL POLICY.

F. THIS SECTION DOES NOT ABROGATE THE IMMUNITY PROVIDED BY SECTION 12-820.01 OR 12-820.0



HULL AVENUE



TOWN OF JEROME

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

Founded 1876
Incorporated 1899

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: 10/9/18

Date of adoption: _____

Voting record at adoption:

	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN

- 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

APPROVED AS TO FORM:

ATTEST:

Candace Gallagher, Town Manager/Clerk

William J. Sims, Esq.
Town Attorney



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TOWN OF JEROME

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

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 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):

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. THIS LIMITATION SHALL NOT APPLY TO TEMPORARY BANNERS OR SIGNS FOR SPECIAL EVENTS SPONSORED BY THE COMMUNITY OR LOCAL NON-PROFIT ORGANIZATIONS.
 - 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.~~

Section 3. Item 1 c. of Paragraph D, "Permits," 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):

D. PERMITS

1. A sign permit shall be required before a sign may be placed, constructed, re-constructed, or altered within the Town of Jerome with the exception of the following:
 - a. Name-plate signs - and business door identifiers two inches by twelve inches (2" x 12").
 - b. Repainting or maintenance of signs, provided there is no change in size, shape, wording, composition, or color.
 - c. Political signs ~~and other temporary signs~~.

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.

Mayor

ATTEST:

APPROVED AS TO FORM:

Candace Gallagher, Town Manager/Clerk

William J. Sims, Esq.
Town Attorney

Date of first reading: 10/9/18

Date of adoption: _____

Voting record at adoption:

	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN



TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331
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ORDINANCE NO. 444

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING ARTICLE 5-4, "COURT FEES," OF THE JEROME TOWN CODE

WHEREAS, the Presiding Justice of the Arizona Supreme Court has mandated security protocols and standards throughout the Courts; and

WHEREAS, the Jerome Municipal Court is in need of providing for security training, equipment and personnel to meet the required standards; and

WHEREAS, to that end, the Municipal Magistrate has recommended that the existing Court Enhancement Fee be eliminated and replaced with a Court Security Fee;

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

Section 1. Section 5-4-2, "Court Enhancement Fee," of the Jerome Town Code is hereby rescinded in its entirety, and replaced with NEW Section 5-4-2, "Court Security Fee," to read as follows:

Section 5-4-2 Court Security Fee

- A. A person who has been convicted of a criminal offense, petty offense, found responsible of a civil offense, or placed in a court-authorized diversion program in the Jerome Municipal Court shall pay a Court Security Fee in the amount of \$20 for each case in which they were convicted, found responsible, or the prosecution was deferred. The Court Security Fee shall be assessed and become due upon sentencing, the imposition of the fine or penalty, or the Order granting deferred prosecution.
 - a. "Court-authorized diversion program," as used in this section, means a program in which an individual charged with any civil, criminal or petty offense is not prosecuted for the offense on successful completion of an authorized diversion program, including authorized defensive driving courses.

- B. There is hereby created a Court Security Fund, which shall be for the purpose of funding the Court's security measures. The Court Security Fund shall be established as a designated fund account with the Town's finance department. The Municipal Court shall collect Court Security Fees and deposit them in the Court Security Fund account. The Town Finance Department may invest the monies in

Date of first reading: _____

Dates of publication: _____

Date of adoption: _____

Date of posting: _____

Voting record at adoption:

	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
BARBER						
DILLENBERG						
HARVEY						
WORTH						

the Fund in the same manner as other Town funds. Interest earned on fund monies shall be deposited in the Fund.

C. The fund shall be administered by Court Administration solely for security personnel, services and items, and expenditures shall be as determined by the Presiding Magistrate. The fund shall be used to supplement, but not supplant, budgeted funds.

a. For purposes of this article, the term "security personnel, services and items" includes:

- (1) the purchase or repair of X-ray machines and conveying systems;
- (2) handheld metal detectors;
- (3) walkthrough metal detectors;
- (4) identification cards and systems;
- (5) electronic locking and surveillance equipment;
- (6) video conferencing systems;
- (7) bailiffs or contract security personnel during times when they are providing appropriate security services;
- (8) signage;
- (9) confiscated weapon inventory and tracking systems;
- (10) locks, chains, alarms, or similar security devices;
- (11) the purchase or repair of bullet-proof glass, walls and/or windows;
- (12) continuing education on security issues for court personnel and security personnel; and
- (13) Firearms training and related equipment.

Section 2. Following its adoption, this Ordinance shall be published by the Town Clerk in accordance with the requirements of A.R.S. § 9-812.

Section 3. 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 4. 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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TOWN OF JEROME

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

RESOLUTION NO. 576

ESTABLISHING COURT SECURITY FEE

WHEREAS, the Presiding Justice of the Arizona Supreme Court has mandated security protocols and standards throughout the Courts; and

WHEREAS, the Jerome Municipal Court is in need of providing for security training, equipment and personnel to meet the required standards; and

WHEREAS, to that end, the Municipal Magistrate has recommended that the existing Court Enhancement Fee be eliminated and replaced with a Court Security Fee; and

WHEREAS, Ordinance No. 444 ("the Ordinance") will amend the Town Code accordingly, eliminating the Court Enhancement Fee and establishing said Court Security Fee; and

WHEREAS, the Ordinance had a first reading by the Jerome Town Council on November 13, 2018, is scheduled for second reading and possible adoption on December 11, 2018, and, if adopted, would become effective 30 days later, on January 10, 2019; and

WHEREAS, the Ordinance reads, in part: "A person who has been convicted of a criminal offense, petty offense, found responsible of a civil offense, or placed in a court-authorized diversion program in the Jerome Municipal Court shall pay a Court Security Fee in the amount of \$20 for each case in which they were convicted, found responsible, or the prosecution was deferred. The Court Security Fee shall be assessed and become due upon sentencing, the imposition of the fine or penalty, or the Order granting deferred prosecution."

WHEREAS, in order that the fee may be in place as of January 1, 2019, the Magistrate has requested that this fee also be established at this time by Resolution of Council;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA that a Court Security Fee of \$20 is hereby established, as set forth herein, to replace the existing Court Enhancement Fee, effective as of January 1, 2019.

PASSED AND APPROVED by majority vote of the Jerome Town Council on _____, 2018.

APPROVED:

Mayor

ATTEST:

APPROVED AS TO FORM:

Candace Gallagher, Town Manager/Clerk

William J. Sims, Town Attorney



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TOWN OF JEROME

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STAFF SUMMARY REPORT

FROM: Candace Gallagher, Town Manager/Clerk *CPG*

ITEM: **Item #12B, Council Designation of Representative(s) to the Northern Arizona Council of Governments (NACOG)**

MEETING DATE: November 13, 2018

NACOG (Northern Arizona Regional Council of Governments) is governed by a Regional Council comprised of public and private sector officials that are appointed or elected by their respective governments. The council works together to address similar issues faced by the cities, towns and counties in the NACOG region. The Regional Council assists local governments and other local groups to take advantage of common economic and other resource opportunities.

Mayor Frank Vander Horst served as Jerome's representative during his term. He also served on NACOG'S Head Start committee, whose meetings immediately follow the NACOG meetings. Council will need to appoint one of its members as its representative to NACOG, and may opt to select an alternate as well.

NACOG meetings typically begin at 10 a.m., and the Head Start committee meets the same day, immediately following the NACOG meeting. Here are the meeting dates and locations for the remainder of 2019:

February 28, 2019	High Country Conference Center - Flagstaff, AZ
April 25, 2019	High Country Conference Center - Flagstaff, AZ
June 27, 2019	Hassayampa Inn - Prescott, AZ
August 29, 2019	High Country Conference Center - Flagstaff, AZ
October 24, 2019	Alpine, AZ - Location TBD

State of Arizona
Department of Liquor Licenses and Control

Created 10/22/2018 @ 09:18:37 AM

Local Governing Body Report

LICENSE

Number: Type: 010 BLER AND WINE STORE

Name: MARKET
State: Pending
Issue Date: Expiration Date:
Original Issue Date:

Location: 403 CLARK STREET
#B11
JEROME, AZ 86331
USA

Mailing Address: PO BOX 13
JEROME, AZ 86331
USA

Phone: [REDACTED]
Alt. Phone:
Email: CANDLESBYNIGHT@HOTMAIL.COM

OWNER

Name: KERRY SUE O'HAIR
Gender: Female
Correspondence Address: PO BOX 13
JEROME, AZ 86331
USA

Phone: [REDACTED]
Alt. Phone: [REDACTED]
Email: CANDLESBYNIGHT@HOTMAIL.COM

APPLICATION INFORMATION

Application Number: 35637
Application Type: New Application

QUESTIONS & ANSWERS

010 Beer and Wine Store

- 1) If you intend to operate the business while your application is pending you will need an interim permit pursuant to A.R.S. §4-203.01. Would you like to apply for an Interim Permit?
If yes, after completing this application, please go back to your Licensing screen, under New License Application choose "Interim Permit" from the drop-down window.
No
- 2) Have you submitted a questionnaire? Each person listed must submit a questionnaire and mail in a fingerprint card along with a \$22. processing fee per card.
Yes
- 3) Please provide name, address, and Distance of nearest school.
CLARKDALE HIGH SCHOOL
1615 MAIN ST CLARKDALE AZ 86324
6 MILES
- 4) Please provide name, address, and distance of nearest church.
HOLY FAMILY CATHOLIC CHURCH
101 COUNTY RD JEROME AZ 86331
MORE THAN 300 FEET
- 5) Are you a tenant? (A person who holds the lease of a property; a lessee)
Yes
A Document of type LEASE is required.
- 6) Is there a penalty if lease is not fulfilled?
No
- 7) Are you a sub-tenant? (A person who holds a lease which was given to another person (tenant) for all or part of a property)
No
- 8) Are you the owner?
No
- 9) Are you a purchaser?
No
- 10) Are you a management company?
No
- 11) Is the Business located within the incorporated limits of the city or town of which it is located?
Yes
- 12) What is the total money borrowed for the business not including the lease?
Please list lenders/people owed money for the business.
NONE
- 13) Have you provided a diagram of your premises?
Yes
- 14) Is there a drive through window on the premises?
No
- 15) If there is a patio please indicate contiguous or non-contiguous within 30 feet.
NONE
- 16) Is your licensed premises now closed due to construction, renovation or redesign or rebuild?
No

403 Clark Street Bldg, 600 total sq. ft. whole building



Clark Street
street level

East

2nd level
Count down

North

100-500-000-000-000-000



Arizona Department of Liquor Licenses and Control
 800 W Washington 5th Floor
 Phoenix, AZ 85007-2934
 www.azliquor.gov
 (602) 542-5141

QUESTIONNAIRE
 A.R.S. § 4-202, 4-210
 Type or Print with **Black Ink**

The fees allowed by R19-1-102 will be charged for all dishonored checks. 804-644

ATTENTION APPLICANT: This is a legally binding document. Please type or print in **black ink**. An investigation of your background will be conducted. Incomplete applications will not be accepted. False or misleading answers may result in the denial or revocation of a license or permit and could result in criminal prosecution.

Attention local governments: Social security and birth date information is confidential. This information may be given to law enforcement agencies for background checks only.

QUESTIONNAIRE IS TO BE COMPLETED BY EACH CONTROLLING PERSON, AGENT AND MANAGER BEING DISCLOSED TO THE DEPARTMENT. EACH PERSON COMPLETING THIS FORM MUST SUBMIT A **BLUE OR BLACK LINED FINGERPRINT CARD** ALONG WITH A \$22 FEE. FINGERPRINTS MUST BE DONE BY A LAW ENFORCEMENT AGENCY OR BONA FIDE FINGERPRINT SERVICE. FOR AN ADDITIONAL \$13 FEE, FINGERPRINTS MAY BE DONE AT THE DEPARTMENT OF LIQUOR WHEN ACCOMPANIED BY A COMPLETED APPLICATION.

Liquor License#: 35637

1. Check the Appropriate Box →

<input checked="" type="checkbox"/> Controlling Person	<input checked="" type="checkbox"/> Agent	<input type="checkbox"/> Premises Manager (complete all questions except #12)
--	---	--

2. Name: O'HAIR KERRY BUE Birth Date: _____
Last First Middle

3. Social Security #: _____ Driver License #: _____ State: AZ

4. Place of birth: PASADENA CA, USA Height: 5'4 Weight: 132 Eyes: BLU Hair: BND
City State COUNTRY (not county)

5. Name of current/most recent spouse: N/A Birth Date: NA
Last First Middle (NOT a public record)

6. Are you a bona fide resident of Arizona? Yes No If yes, what is your date of residency: 1976

7. Daytime telephone number: [REDACTED] E-mail address: CANDLESBYNIIGHT@HOTMAIL.COM

8. Business Name: THE MARKET Business Phone: [REDACTED]

9. Business Location Address: 403 CLARK ST B11 YEROME AZ TAVAPAI 86331
Street (do not use PO Box) City State County Zip

10. List your employment or type of business during the past five (5) years. If unemployed, retired, or student, list residence address.

FROM Month/Year	TO Month/Year	DESCRIBE POSITION OR BUSINESS	EMPLOYERS NAME OR NAME OF BUSINESS (Street Address, City, State & Zip)
05-2017	CURRENT	QUALITY ASSURANCE CANDLES BY NIGHT	PRENT CORP. 606 W. COCONINO FLD AZ 8600
01-2016	05-2017	QUALITY ASSURANCE	PRENT CORP. 1400 W. FOREST MEADOWS, FLAG AZ 8600
01/2015	01/2016	CANDLESBYNIIGHT	606 W. COCONINO AVE. FLAGSTAFF AZ 86001
05/2013	01/2015	MANUFACTURE/INSPECTOR	IMAL. 1801 W. RTE 66 FLAGSTAFF, AZ 86001
12/2006	12/2013	HOUSE KEEPING	WIL EXPRE 4100 KILCREAINE. FLAG. AZ 86001 (FLAGSTAFF)

(ATTACH ADDITIONAL SHEET IF NECESSARY)

1. Provide your residence address information for the last five (5) years: A.R.S. §4-202(D)

FROM Month/Year	TO Month/Year	RESIDENTIAL Street Address
05/1998	CURRENT	923 MONTVALE AVE. FLAGSTAFF AZ. 86001

(ATTACH ADDITIONAL SHEET IF NECESSARY)

- 2. As a Controlling Person or Agent, will you be physically present and operating the licensed premises?
If you answered YES, then answer #13 below. If NO, skip to #14. Yes No
- 3. Have you attended a DCLC approved Basic & Management Liquor Law Training Course within the past 3 years? Yes No
- 14. Have you been cited, arrested, indicted, convicted, or summoned into court for violation of ANY criminal law or ordinance, regardless of the disposition, even if dismissed or expunged, within the past five (5) years? Yes No
- 15. Are there ANY administrative law citations, compliance actions or consents, criminal arrests, indictments or summonses pending against you? (Do not include civil traffic tickets.) A.R.S. §4-202, 4-210 Yes No
- 16. Has anyone EVER obtained a judgment against you the subject of which involved fraud or misrepresentation? Yes No
- 17. Have you had a liquor application or license rejected, denied, revoked or suspended in or outside of Arizona within the last five years? A.R.S. §4-202(D) Yes No
- 18. Has an entity in which you are or have been a controlling person had an application or license rejected, denied, revoked or suspended in or outside of Arizona within the last five years? A.R.S. §4-202(D) Yes No

If you answered "YES" to any Question 14 through 18 **YOU MUST** attach a signed statement.
Give complete details including dates, agencies involved and dispositions.
CHANGES TO QUESTIONS 14-18 MAY NOT BE ACCEPTED


NOTARY

I (Print Full Name) KERRY SUE O'HAIR ... hereby declare that I am the Agent/ Controlling Person / Premises Manager filing this application. I have read this document and verify the contents and all statements are true, correct and complete, to the best of my knowledge.

Signature: [Signature] State of ARIZONA County of MARICOPA

The foregoing instrument was acknowledged before me this 10th Day of October, 2018 Year

My Commission Expires

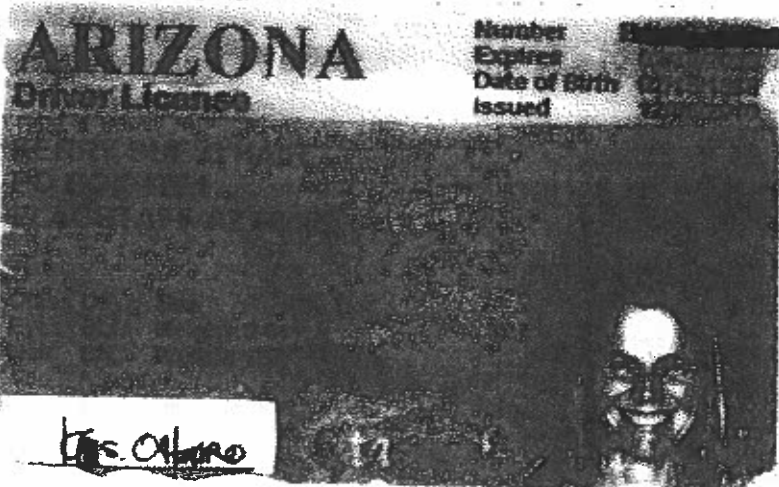


VENIDICI PAMA,
NOTARY PUBLIC, ARIZONA
MARICOPA COUNTY
My Commission Expires
February 22, 2020

[Signature]
Signature of Notary

The licensee has authorized the person named on this questionnaire to act as manager for the above license.

PRINT NAME: _____ SIGNATURE: _____

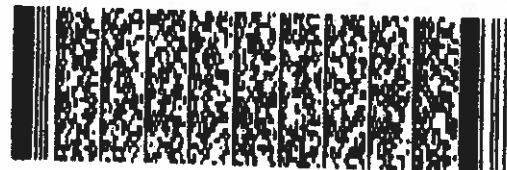


- CURRENT RESIDENTIAL LICENCES SHOWS PO BOX 1721, FLAGSTAFF, AZ 86002
- HOWEVER MY CURRENT RESIDENTIAL ADDRESS OF 20 YRS IS 923 MONTVALE AVE. FLAGSTAFF AZ 86001 (NO MAIL IS RECEIVED HERE)

KERRY SUE O'HARA October 19th 2018
[Signature]



Number B12137479
Expires 02/15/2033
Issued 12/06/2010



Class D Operator
Endorsements NONE
Restrictions NONE



State of Arizona
Department of Liquor Licenses and Control
800 W. Washington 5th Floor
Phoenix, AZ 85007
(602) 542-5141

**ARIZONA STATEMENT OF CITIZENSHIP
OR ALIEN STATUS FOR STATE PUBLIC BENEFITS**

Title IV of the federal Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (the "Act"), 8 U.S.C. § 1621, provides that, with certain exceptions, only United States citizens, United States non-citizen nationals, non-exempt "qualified aliens" (and sometimes only particular categories of qualified aliens), nonimmigrant, and certain aliens paroled into the United States are eligible to receive state, or local public benefits. With certain exceptions, a professional license and commercial license issued by a State agency is a State public benefit.

Arizona Revised Statutes § 41-1080 requires, in general, that a person applying for a license must submit documentation to the license agency that satisfactorily demonstrates the applicant's presence in the United States is authorized under federal law.

Directions: All applicants must complete Sections I, II, and IV. Applicants who are not U.S. citizens or nationals must also complete Section III.

Submit this completed form and a copy of one or more document(s) from the attached "Evidence of U.S. Citizenship, U.S. National Status, or Alien Status" with your application for license or renewal. If the document you submit does not contain a photograph, you must also provide a government issued document that contains your photograph. You must submit supporting legal documentation (i.e. marriage certificate) if the name on your evidence is not the same as your current legal name.

SECTION I - APPLICANT INFORMATION

INDIVIDUAL OWNER/AGENT NAME (Print or type)

KERRY SUE O'HAIR

SECTION II - CITIZENSHIP OR NATIONAL STATUS DECLARATION

Are you a citizen or national of the United States?

Yes

No

If Yes, indicate place of birth:

City PASADENA State (or equivalent) CA.

Country or Territory USA

If you answered Yes, 1) Attach a legible copy of a document from the attached list.

2) Name of document: AZ - DRIVERS LICENSES
Go to Section IV.

If you answered No, you must complete Section III and IV.

1. Provide your residence address information for the last five (5) years: A.R.S. §4-202(D)

FROM Month/Year	TO Month/Year	RESIDENTIAL Street Address
05/1990	CURRENT	923 MONTVALE AVE. FLAGSTAFF AZ. 86001

(ATTACH ADDITIONAL SHEET IF NECESSARY)

2. As a Controlling Person or Agent, will you be physically present and operating the licensed premises?
 * If you answered YES, then answer #13 below. If NO, skip to #14. Yes No
3. Have you attended a DDC approved Basic & Management Liquor Law Training Course within the past 3 years? Yes No
14. Have you been cited, arrested, indicted, convicted, or summoned into court for violation of ANY criminal law or ordinance, regardless of the disposition, even if dismissed or expunged, within the past five (5) years? Yes No
15. Are there ANY administrative law citations, compliance actions or consents, criminal arrests, indictments or summonses pending against you? (Do not include civil traffic tickets.) A.R.S. §4-202, 4-210 Yes No
16. Has anyone EVER obtained a judgment against you the subject of which involved fraud or misrepresentation? Yes No
17. Have you had a liquor application or license rejected, denied, revoked or suspended in or outside of Arizona within the last five years? A.R.S. §4-202(D) Yes No
18. Has an entity in which you are or have been a controlling person had an application or license rejected, denied, revoked or suspended in or outside of Arizona within the last five years? A.R.S. §4-202(D) Yes No

If you answered "YES" to any Question 14 through 18 **YOU MUST** attach a signed statement.
Give complete details including dates, agencies involved and dispositions.
CHANGES TO QUESTIONS 14-18 MAY NOT BE ACCEPTED

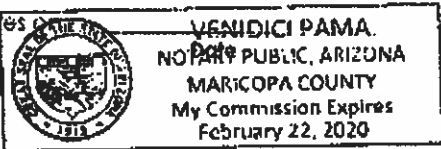
NOTARY

I (Print Full Name) KERRY SUE O'HAIR hereby declare that I am the Agent/ Controlling Person / Premises Manager filling this application. I have read this document and verify the contents and all statements are true, correct and complete, to the best of my knowledge.

Signature: [Handwritten Signature] State of ARIZONA County of MARICOPA

The foregoing instrument was acknowledged before me this 10th Day of October, 2018 Year

My Commission Expires February 22, 2020



[Handwritten Signature]
Signature of Notary

The Licensee has authorized the person named on this questionnaire to act as manager for the above license.

PRINT NAME: _____ SIGNATURE: _____

SECTION III – ALIEN STATUS DECLARATION

To be completed by applicants who are not citizens or nationals of the United States. Please indicate alien status by checking the appropriate box. Attach a legible copy of a document from the attached list or other document as evidence of your status.

Name of document provided

Qualified Alien Status {8 U.S.C. §§ 1621(a)(1),-1641(b) and (c)}

- 1. An alien lawfully admitted for permanent residence under the Immigration and Nationality Act (INA).
- 2. An alien who is granted asylum under Section 208 of the INA.
- 3. A refugee admitted to the United States under Section 207 of the INA.
- 4. An alien paroled into the United States for at least one year under Section 212(c)(5) of the INA.
- 5. An alien whose deportation is being withheld under Section 243(h) of the INA.
- 6. An alien granted conditional entry under Section 203(a)(7) of the INA as in effect prior to April 1, 1980.
- 7. An alien who is a Cuban/Haitian entrant.
- 8. An alien who has, or whose child or child's parent is a "battered alien" or an alien subject to extreme cruelty in the United States.

Nonimmigrant Status {8 U.S.C. § 1621(a)(2)}

- 9. A nonimmigrant under the Immigration and Nationality Act [8 U.S.C. § 1101 et seq.] Nonimmigrants are persons who have temporary status for a specific purpose. See 8 U.S.C. § 1101(a)(15).

Alien Paroled into the United States for Less Than One Year {8 U.S.C. § 1621(c)(3)}

- 10. An alien paroled into the United States for less than one year under Section 212(c)(5) of the INA.

Other Persons {8 U.S.C. § 1621(c)(2)(A) and (C)}

- 11. A nonimmigrant whose visa for entry is related to employment in the United States, or
- 12. A citizen of a freely associated state, if section 141 of the applicable compact of free association approved in Public Law 99-239 or 99-658 (or a successor provision) is in effect* (Freely Associated States include the Republic of the Marshall Islands, Republic of Palau and the Federate States of Micronesia, 48 U.S.C. § 1901 et seq.);
- 13. A foreign national not physically present in the United States.

Otherwise Lawfully Present

- 14. A person not described in categories 1-13 who is otherwise lawfully present in the United States.

PLEASE NOTE: The federal Personal Responsibility and Work Opportunity Reconciliation Act may make persons who fall into this category ineligible for licensure. See 8 U.S.C. § 1621(a).

ARIZONA
Driver License

Number
Expires
Date of Birth
Issued

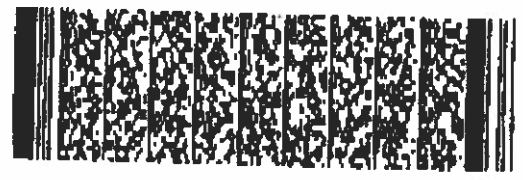


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KERRY SUE O'HARA October 19th 2018



Number
Expires 02/15/2033
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Class Operator
Endorsements NONE
Restrictions NONE

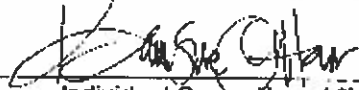
SECTION IV - DECLARATION

All applicants must complete this section.

I declare under penalty of perjury under the laws of the state of Arizona that the answers and evidence I have given are true and correct to the best of my knowledge.

KERRISUE O'HAN-

Individual Owner/Agent Printed Name



Individual Owner/Agent Signature

October 19th 2018

Today's Date

EVIDENCE OF U.S. CITIZENSHIP, U.S. NATIONAL STATUS, OR ALIEN STATUS

You must submit supporting legal documentation (i.e. marriage certificate) if the name on your evidence is not the same as your current legal name.

Evidence showing authorized presence in the United State includes the following:

1. An Arizona driver license issued after 1996 or an Arizona non-operating identification card.
2. A driver license issued by a state that verifies lawful presence in the United States.
3. A birth certificate or delayed birth certificate showing birth in one of the 50 states, the District of Columbia, Puerto Rico (on or after January 13, 1941), Guam, the U.S. Virgin Islands (on or after January 17, 1917), American Samoa, or the Northern Mariana Islands (on or after November 4, 1986, Northern Mariana Islands local time).
4. A United States certificate of birth abroad.
5. A United States passport. ***Passport must be signed***
6. A foreign passport with a United States visa.
7. An I-94 form with a photograph.
8. A United States citizenship and immigration services employment authorization document or refugee travel document.
9. A United States certificate of naturalization.
10. A United States certificate of citizenship.
11. A tribal certificate of Indian blood.
12. A tribal or bureau of Indian affairs affidavit of birth.
13. Any other license that is issued by the federal government, any other state government, an agency of this state or a political subdivision of this state that requires proof of citizenship or lawful alien status before issuing the license.