



TOWN OF JEROME

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AGENDA REGULAR MEETING OF THE JEROME TOWN COUNCIL JEROME CIVIC CENTER - 600 CLARK STREET - COUNCIL CHAMBERS TUESDAY, FEBRUARY 12, 2019, 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 January 2019.	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. <i>This agenda item will include an extensive report from Marty Boland, Public Works Director, who will be present to answer questions from Council.</i>	Discussion/Possible Action
ITEM #4:	EXECUTIVE SESSION I Council may enter into executive session, pursuant to A.R.S. § 38-431.03 (A)(3) and (A)(4), to receive legal advice from the Town attorney (who may attend telephonically) regarding the Town's CDBG Housing Rehabilitation grant. Isabel Rollins of NACOG may attend this executive session.	Sponsored by Mayor Alex Barber Discussion: Possible Action
ITEM #5:	EXECUTIVE SESSION II Council may enter into executive session, pursuant to A.R.S. § 38-431.03 (A)(3) and (A)(4), to receive legal advice from the Town's water attorney (who may attend telephonically) regarding water issues.	Sponsored by Mayor Alex Barber Discussion: Possible Action
ITEM #6:	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 #7:	APPROVAL OF MINUTES January 8, 2019; January 16, 2019 special joint meeting	Discussion/Possible Action
ITEM #8:	PETITIONS FROM THE PUBLIC <i>Pursuant to A.R.S. § 38-431.01(H), public comment is permitted on matters not listed on the agenda but the subject matter must be within the jurisdiction of the Council. All comments are subject to reasonable time, place and manner restrictions. All petitioners must fill out a request form with their name and subject matter. When recognized by the chair, please step to the podium, state your name and please observe the three (3) minute time limit. No petitioners will be recognized without a request. The Council's response to public comments is limited to asking staff to review a matter commented upon, asking that a matter be put on a future agenda, or responding to criticism.</i>	Discussion/Possible Direction

ITEM #9:	ORDINANCES AND RESOLUTIONS	
	<p>ITEM #9A: PUBLIC HEARING CONTINUED, SECOND READING AND POSSIBLE ADOPTION - ORDINANCE NO 446, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING SECTIONS 201, 303, 304, 503, 504, 505, 506 AND 507 OF THE JEROME ZONING ORDINANCE REGARDING ACCESSORY BUILDINGS</p> <p>Council will continue a Public Hearing opened on January 9 regarding Ordinance No. 446, amending various sections of the Jerome Zoning Ordinance regarding accessory buildings. This change was recommended by the Planning & Zoning Commission on November 7, 2018, for adoption by Council. Following the Public Hearing, Council may conduct the second reading of, and possibly adopt, the Ordinance.</p>	Sponsored by Mayor Alex Barber Discussion: Possible Action
	<p>ITEM #9B: RESOLUTION NO. 578, A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, DECLARING AS A PUBLIC RECORD THAT CERTAIN DOCUMENT FILED WITH THE TOWN CLERK AND ENTITLED "ARTICLE 10-3, DRIVING WHILE USING A PORTABLE COMMUNICATIONS DEVICE," AN AMENDMENT TO THE TOWN CODE OF THE TOWN OF JEROME</p> <p>Council may approve Resolution No. 580, declaring as a public record proposed Article 10-3 of the Jerome Town Code, "Driving While Using A Portable Communications Device." The article would be adopted as part of Ordinance No. 447.</p>	Sponsored by Vice Mayor Sage Harvey Discussion: Possible Action
	<p>ITEM #9C: SECOND READING AND POSSIBLE ADOPTION - ORDINANCE NO. 447, AN ORDINANCE OF THE COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING CHAPTER 10, "OFFENSES," OF THE JEROME TOWN CODE BY THE ADDITION OF NEW ARTICLE 10-3 THEREOF, "DRIVING WHILE USING A PORTABLE COMMUNICATIONS DEVICE"</p> <p>Council may conduct the second reading of, and may adopt, Ordinance 447, amending the Town Code to prohibit the operation of portable communications devices while driving, unless that device is configured and used to allow hands-free listening and talking.</p>	Sponsored by Vice Mayor Sage Harvey Discussion: Possible Action
	<p>ITEM #9D: SECOND READING AND POSSIBLE ADOPTION - ORDINANCE NO. 448, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING SECTION 2-4-8, "VOTING," OF ARTICLE 2-4, "COUNCIL PROCEDURE," OF THE JEROME TOWN CODE</p> <p>Council may conduct the second reading of, and possibly adopt, Ordinance 448, amending the Town Code with respect to abstentions from voting.</p>	Sponsored by Councilmember Mandy Warth Discussion: Possible Action
ITEM #10:	UNFINISHED BUSINESS	
	<p>ITEM #10A: PARKING KIOSKS</p> <p>Council may discuss the installation of kiosks for paid parking in the Middle Park parking lot, and may make a determination as to whether or not to proceed further with this project.</p>	Sponsored by Councilmember Jack Dillenborg Discussion: Possible Action
ITEM #11:	NEW BUSINESS	
	<p>ITEM #11A: APPOINTMENTS TO PLANNING & ZONING COMMISSION AND BOARD OF ADJUSTMENT</p> <p>Council may consider appointments to our Planning & Zoning Commission and Board of Adjustment, where each Board has one seat expiring as of February 28. Council may choose to reappoint those members whose terms are expiring, or consider new applicants. The terms expiring are: Planning & Zoning - Lance Schall; Board of Adjustment - Gary Shapiro. Appointments will be for the succeeding three-year term running from March 1, 2019 through February 28, 2022.</p>	Sponsored by Mayor Alex Barber Discussion: Possible Action
	<p>ITEM #11B: REQUEST FOR HANDICAPPED PARKING SPACE</p> <p>Council may consider a request by Windy Jones for installation of a handicapped parking space on a Town-owned lot located on Queen Street.</p>	Sponsored by Mayor Alex Barber Discussion: Possible Action
ITEM #12:	<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>	
ITEM #13:	ADJOURNMENT	

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 7:00 p.m. 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
19-Jan

Fund	Department	Current Period			YTD		
		Revenue	Budget	Variance	Revenue	Budget	Variance
10	GF Revenue	\$ 125,670.42	\$ 131,784.14	\$ (6,113.72)	\$ 1,045,137.37	\$ 1,012,496.95	\$ 32,640.42
	Total	\$ 125,670.42	\$ 131,784.14	\$ (6,113.72)	\$ 1,045,137.37	\$ 1,012,496.95	\$ 32,640.42
		<u>Expense</u>	<u>Budget</u>	<u>Variance</u>	<u>Expense</u>	<u>Budget</u>	<u>Variance</u>
11	Admin	\$ 37,319.98	\$ 53,304.66	\$ 15,984.68	\$ 346,622.14	\$ 394,417.61	\$ 47,795.47
12	Court	\$ 7,276.59	\$ 6,591.80	\$ (684.79)	\$ 43,306.14	\$ 44,759.82	\$ 1,453.68
13	Police	\$ 38,450.26	\$ 40,075.13	\$ 1,624.87	\$ 273,634.54	\$ 285,167.88	\$ 11,533.34
14	Fire	\$ 15,259.77	\$ 26,594.89	\$ 11,335.12	\$ 195,834.54	\$ 217,429.51	\$ 21,594.97
15	Library	\$ 5,941.23	\$ 7,693.44	\$ 1,752.21	\$ 53,349.27	\$ 55,745.78	\$ 2,396.51
16	P&Z	\$ 7,480.75	\$ 7,969.18	\$ 488.43	\$ 43,676.83	\$ 49,558.11	\$ 5,881.28
17	Parks	\$ 1,451.82	\$ 1,940.79	\$ 488.97	\$ 7,240.95	\$ 10,792.17	\$ 3,551.22
18	Properties	\$ 14,380.94	\$ 34,614.32	\$ 20,233.38	\$ 94,283.38	\$ 133,671.18	\$ 39,387.80
19	JKAW						
	Total	\$ 127,561.34	\$ 178,784.21	\$ 51,222.87	\$ 1,057,947.79	\$ 1,191,542.06	\$ 133,594.27
General	Net Income (Loss)	\$ (1,890.92)	\$ (47,000.07)	\$ 45,109.15	\$ (12,810.42)	\$ (179,045.11)	\$ 166,234.69
		<u>Revenue</u>	<u>Budget</u>	<u>Variance</u>	<u>Revenue</u>	<u>Budget</u>	<u>Variance</u>
50	Water	\$ 16,056.59	\$ 17,108.32	\$ (1,051.73)	\$ 112,073.41	\$ 119,758.40	\$ (7,684.99)
51	Sewer	\$ 15,559.08	\$ 17,241.66	\$ (1,682.58)	\$ 109,672.47	\$ 120,691.70	\$ (11,019.23)
52	Trash	\$ 16,184.05	\$ 16,266.66	\$ (82.61)	\$ 111,061.53	\$ 113,866.70	\$ (2,805.17)
	Total	\$ 47,799.72	\$ 50,616.64	\$ (2,816.92)	\$ 332,807.41	\$ 354,316.80	\$ (21,509.39)
		<u>Expense</u>	<u>Budget</u>	<u>Variance</u>	<u>Expense</u>	<u>Budget</u>	<u>Variance</u>
50	Water	\$ 17,173.62	\$ 25,731.02	\$ 8,557.40	\$ 101,134.17	\$ 133,826.32	\$ 32,692.15
51	Sewer	\$ 33,753.92	\$ 36,062.16	\$ 2,308.24	\$ 128,308.29	\$ 149,864.68	\$ 21,556.39
52	Trash	\$ 13,751.74	\$ 16,269.31	\$ 2,517.57	\$ 99,489.90	\$ 115,880.47	\$ 16,390.57
	Total	\$ 64,679.28	\$ 78,062.49	\$ 13,383.21	\$ 328,932.36	\$ 399,571.47	\$ 70,639.11
Utilities	Net Income (Loss)	\$ (16,879.56)	\$ (27,445.85)	\$ 10,566.29	\$ 3,875.05	\$ (45,254.67)	\$ 49,129.72
		<u>Revenue</u>	<u>Budget</u>	<u>Variance</u>	<u>Revenue</u>	<u>Budget</u>	<u>Variance</u>
30	HURF	\$ 7,078.55	\$ 15,493.96	\$ (8,415.41)	\$ 57,410.84	\$ 88,430.25	\$ (31,019.41)
		<u>Expense</u>	<u>Budget</u>	<u>Variance</u>	<u>Expense</u>	<u>Budget</u>	<u>Variance</u>
		\$ 7,078.55	\$ 16,790.09	\$ 9,711.54	\$ 57,410.84	\$ 77,531.61	\$ 20,120.77
Road	Net Income (Loss)	-	\$ (1,296.13)	\$ 1,296.13	-	\$ 10,898.64	\$ (10,898.64)
	Total Revenue	\$ 180,548.69			\$ 1,435,355.62		
	Less Total Expense	\$ 199,319.17			\$ 1,444,290.99		
	Net Income (Loss)	\$ (18,770.48)			\$ (8,935.37)		

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 1/1/2019 Through 1/31/2019

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Revenues								
Property Taxes	\$0.00	\$0.00	\$0.00	0.0 %	\$2,286.52	\$2,198.33	\$88.19	4.0 %
City Sales Taxes	70,845.21	74,200.00	(3,354.79)	(4.5)	608,187.54	585,700.00	22,487.54	3.8
State Sales Taxes	2,744.74	3,780.25	(1,035.51)	(27.4)	24,883.38	26,461.75	(1,578.37)	(6.0)
Urban Revenue Share	15,137.58	15,137.00	0.58	0.0	105,961.86	105,959.00	2.86	0.0
Yavapai County for Library	0.00	0.00	0.00	0.0	9,559.76	9,550.00	9.76	0.1
Vehicle License Tax	2,466.29	2,604.00	(137.71)	(5.3)	18,790.38	18,228.00	562.38	3.1
Fines and Forfeitures	5,074.68	5,000.00	74.68	1.5	40,027.62	35,000.00	5,027.62	14.4
Building Permits	814.00	658.33	155.67	23.6	2,200.75	2,308.35	(107.60)	(4.7)
Planning & Zoning Fees	700.00	208.33	491.67	236.0	2,540.00	1,458.35	1,081.65	74.2
Business Licenses	880.00	900.00	(20.00)	(2.2)	4,500.00	4,600.00	(100.00)	(2.2)
Commercial Filming Fees	0.00	171.87	(171.87)	(100.0)	350.00	640.65	(290.65)	(45.4)
Fire Dept Services Rev	944.00	875.00	69.00	7.9	2,474.00	3,125.00	(651.00)	(20.8)
Franchise Fees	4,008.32	4,133.35	(125.03)	(3.0)	12,213.82	9,333.35	2,880.47	30.9
Police Officer Safety Equip Rev	175.58	175.00	0.58	0.3	1,336.44	1,225.00	111.44	9.1
Police Services	770.00	965.09	(195.09)	(20.2)	2,771.00	2,674.50	96.50	3.6
Rents	6,768.51	6,543.50	225.01	3.4	46,424.57	45,804.50	620.07	1.4
Utility Reimbursements	596.21	375.00	221.21	59.0	2,501.24	2,625.00	(123.76)	(4.7)
Wildland Fire Fees	0.00	0.00	0.00	0.0	50,029.22	50,000.00	29.22	0.1
Contributions	0.00	57.28	(57.28)	(100.0)	0.00	213.60	(213.60)	(100.0)
Library Contributions	0.00	380.96	(380.96)	(100.0)	2,738.00	2,095.28	642.72	30.7
Interest	185.47	20.83	164.64	790.4	693.20	145.85	547.35	375.3
Sale of Assets	0.00	1,202.62	(1,202.62)	(100.0)	3,307.03	4,486.94	(1,179.91)	(26.3)
Miscellaneous Revenues	6.40	727.66	(721.26)	(99.1)	6,487.03	3,361.85	3,125.18	93.0
Ins Dividends, Claims, Reimbursemts	0.00	114.57	(114.57)	(100.0)	0.00	427.15	(427.15)	(100.0)
Administrative Charges	13,553.43	13,553.50	(0.07)	0.0	94,874.01	94,874.50	(0.49)	0.0
Net Revenues	\$125,670.42	\$131,784.14	\$(6,113.72)	(4.6)%	\$1,045,137.37	\$1,012,496.95	\$32,640.42	3.2 %
Net Income (Loss)	\$125,670.42	\$131,784.14	\$(6,113.72)	(4.6)%	\$1,045,137.37	\$1,012,496.95	\$32,640.42	3.2 %

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 1/1/2019 Through 1/31/2019

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Program Expenses								
Advertising, Printing, & Publishing	\$0.00	\$266.66	\$266.66	100.0 %	\$1,754.87	\$1,866.70	\$111.83	6.0 %
Contract Services	725.50	400.00	(325.50)	(81.4)	2,939.67	2,800.00	(139.67)	(5.0)
Conventions and Seminars	299.00	114.57	(184.43)	(161.0)	885.82	427.15	(458.67)	(107.4)
Training & Education	827.82	125.00	(702.82)	(562.3)	1,985.30	875.00	(1,110.30)	(126.9)
Dues, Subs & Memberships	93.00	117.92	24.92	21.1	5,927.72	5,910.42	(17.30)	(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	0.00	0.00	0.00	0.0	7,230.74	7,225.00	(5.74)	(0.1)
Insurance Deductible Exp	0.00	114.57	114.57	100.0	0.00	427.15	427.15	100.0
Legal Exp - Gen Gov	643.50	1,464.58	821.08	56.1	4,699.50	7,177.10	2,477.60	34.5
Miscellaneous	297.86	410.93	113.07	27.5	411.71	1,650.35	1,238.64	75.1
Bank Fees - Gen Admin	126.21	141.66	15.45	10.9	865.99	991.70	125.71	12.7
Bank Fees / Merch Svcs	370.13	550.00	179.87	32.7	3,719.84	3,850.00	130.16	3.4
Office Supplies	873.56	450.00	(423.56)	(94.1)	3,051.29	3,500.00	448.71	12.8
Copier & Equip Lease Expense	679.77	625.00	(54.77)	(8.8)	3,471.97	4,375.00	903.03	20.6
Software Support Exp - GG	58.61	500.00	441.39	88.3	3,536.34	3,500.00	(36.34)	(1.0)
Computer Hardware & Service	2,071.27	666.66	(1,404.61)	(210.7)	6,396.95	4,666.70	(1,730.25)	(37.1)
Operating Supplies - Gen Gov	155.95	66.83	(89.12)	(133.4)	665.60	665.85	(19.75)	(3.0)
Postage	62.87	333.33	270.46	81.1	3,110.38	2,333.35	(777.03)	(33.3)
Rep and Maint - Vehicles	0.00	57.28	57.28	100.0	0.00	213.60	213.60	100.0
Rep and Maint - Equipment	0.00	0.00	0.00	0.0	179.00	0.00	(179.00)	0.0
Shuttle Expenses	65.93	83.33	17.40	20.9	1,015.91	583.35	(432.56)	(74.2)
Small Tools and Equipment	0.00	160.42	160.42	100.0	650.00	598.00	(52.00)	(8.7)
Telephone	563.45	416.66	(146.79)	(35.2)	2,810.05	2,916.70	106.65	3.7
Travel	144.30	41.66	(102.64)	(246.4)	603.96	291.70	(312.26)	(107.0)
Tourism 1% Bed Tax	34.20	28.72	(5.48)	(19.1)	8,734.90	9,506.43	771.53	8.1
Community Health	0.00	71.44	71.44	100.0	0.00	142.88	142.88	100.0
Preservation of Historic Buildings	0.00	7,857.15	7,857.15	100.0	4,788.11	15,714.30	10,926.19	69.5
Transfers Out	5,391.30	13,824.99	8,433.69	61.0	101,511.33	132,475.05	30,963.72	23.4
Total Program Expenses	\$13,484.23	\$28,889.36	\$15,405.13	53.3 %	\$172,721.68	\$216,470.48	\$43,748.80	20.2 %
General & Administrative Expenses								
Salaries and Wages	\$17,288.75	\$17,635.31	\$346.56	2.0 %	\$129,983.61	\$132,264.81	\$2,281.20	1.7 %
FICA Match	1,272.70	1,349.08	76.38	5.7	9,570.68	10,118.08	547.40	5.4
Retirement Match	1,224.28	1,231.62	7.34	0.6	9,174.70	9,237.12	62.42	0.7
Health/Life Insurance	3,192.46	3,249.70	57.24	1.8	23,943.45	24,372.70	429.25	1.8

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 1/1/2019 Through 1/31/2019

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Workers Compensation	329.00	436.25	107.25	24.6	606.00	1,308.75	702.75	53.7
Unemployment Insurance	528.56	513.34	(15.22)	(3.0)	622.02	645.67	23.65	3.7
Total General & Administrative Expenses	\$23,835.75	\$24,415.30	\$579.55	2.4 %	\$173,900.46	\$177,947.13	\$4,046.67	2.3 %
Total Expenses	\$37,319.98	\$53,304.66	\$15,984.68	30.0 %	\$346,622.14	\$394,417.61	\$47,795.47	12.1 %
Net Income (Loss)	\$(37,319.98)	\$(53,304.66)	\$15,984.68	30.0 %	\$(346,622.14)	\$(394,417.61)	\$47,795.47	12.1 %

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 1/1/2019 Through 1/31/2019

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Program Expenses</u>								
Contract Services	\$1,727.60	\$1,052.22	\$(675.38)	(64.2)%	\$3,461.67	\$3,468.90	\$7.23	0.2 %
Conventions and Seminars	91.14	40.10	(51.04)	(127.3)	91.14	149.54	58.40	39.1
Training & Education	0.00	29.16	29.16	100.0	0.00	204.20	204.20	100.0
Dues and Subscriptions	152.69	27.45	(125.24)	(456.2)	161.69	112.75	(48.94)	(43.4)
Miscellaneous	0.00	25.00	25.00	100.0	0.00	175.00	175.00	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	65.38	83.33	17.95	21.5	216.68	583.35	366.67	62.9
Travel	0.00	66.66	66.66	100.0	0.00	466.70	466.70	100.0
Total Program Expenses	\$2,036.81	\$1,323.92	\$(712.89)	(53.8)%	\$5,349.98	\$6,285.44	\$935.46	14.9 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$4,538.00	\$4,576.46	\$38.46	0.8 %	\$33,915.02	\$34,323.46	\$408.44	1.2 %
FICA and Medicare	347.16	350.08	2.92	0.8	2,594.52	2,625.58	31.06	1.2
Retirement	160.00	160.00	0.00	0.0	1,185.00	1,200.00	15.00	1.3
Worker's Compensation	78.00	72.00	(6.00)	(8.3)	145.00	216.00	71.00	32.9
Unemployment	116.62	109.34	(7.28)	(6.7)	116.62	109.34	(7.28)	(6.7)
Total General & Administrative Expenses	\$5,239.78	\$5,267.88	\$28.10	0.5 %	\$37,956.16	\$38,474.38	\$518.22	1.3 %
Total Expenses	\$7,276.59	\$6,591.80	\$(684.79)	(10.4)%	\$43,306.14	\$44,759.82	\$1,453.68	3.2 %
Net Income (Loss)	\$(7,276.59)	\$(6,591.80)	\$(684.79)	(10.4)%	(\$43,306.14)	\$(44,759.82)	\$1,453.68	3.2 %

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 1/1/2019 Through 1/31/2019

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Program Expenses								
Advertising, Printing, & Publishing	\$0.00	\$57.28	\$57.28	100.0 %	\$0.00	\$213.60	\$213.60	100.0 %
Contract Services	0.00	87.50	87.50	100.0	738.38	762.50	24.12	3.2
Training & Education	1,650.00	1,074.16	(575.84)	(53.6)	1,840.00	1,849.20	9.20	0.5
Dispatch Fees	20.15	0.00	(20.15)	0.0	17,560.45	17,540.01	(20.44)	(0.1)
Dues and Subscriptions	76.89	29.75	(47.14)	(158.5)	326.89	351.25	24.36	6.9
Fuel	472.31	666.66	194.35	29.2	4,304.19	4,666.70	362.51	7.8
Prosecutor Exp	3,327.50	3,331.18	3.68	0.1	15,351.00	17,344.08	1,993.08	11.5
Miscellaneous	0.00	0.00	0.00	0.0	764.76	600.00	(164.76)	(27.5)
Software Service & Support	0.00	100.00	100.00	100.0	900.00	1,200.00	300.00	25.0
Computer Hardware & Service	0.00	375.00	375.00	100.0	7,351.65	8,125.00	773.35	9.5
Operating Supplies - Police	0.00	208.33	208.33	100.0	1,017.18	1,458.35	441.17	30.3
Postage	10.09	8.33	(1.76)	(21.1)	29.89	58.35	28.46	48.8
Rep and Maint - Vehicles	359.77	571.03	211.26	37.0	637.12	2,644.85	2,007.73	75.9
Rep and Maint - Equipment	0.00	60.00	60.00	100.0	929.70	780.00	(149.70)	(19.2)
Police Officer Safety Equip Exp	0.00	218.75	218.75	100.0	209.47	1,006.25	796.78	79.2
Small Tools and Equipment	0.00	170.00	170.00	100.0	2,236.42	2,270.00	33.58	1.5
Telephone	295.58	333.33	37.75	11.3	2,072.08	2,333.35	261.27	11.2
Uniforms	0.00	187.49	187.49	100.0	440.43	1,062.55	622.12	58.5
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	\$6,212.29	\$7,478.79	\$1,266.50	16.9 %	\$62,549.96	\$69,766.04	\$7,216.08	10.3 %
General & Administrative Expenses								
Salaries and Wages	\$17,933.95	\$19,347.85	\$1,413.90	7.3 %	\$148,749.57	\$145,108.85	\$3,640.72)	(2.5)%
FICA and Medicare	1,330.51	1,480.08	149.57	10.1	11,081.88	11,100.58	18.70	0.2
Retirement	2,260.41	2,403.31	142.90	5.9	17,776.83	18,024.81	247.98	1.4
Health Insurance	3,049.12	3,073.85	24.73	0.8	22,868.40	23,053.85	185.45	0.8
Worker's Compensation	7,217.00	5,821.25	(1,395.75)	(24.0)	13,062.00	17,463.75	4,401.75	25.2
Unemployment	446.98	470.00	23.02	4.9	646.96	650.00	3.04	0.5
Payroll Adjustment-Police	0.00	0.00	0.00	0.0	(3,101.06)	0.00	3,101.06	0.0
Total General & Administrative Expenses	\$32,237.97	\$32,596.34	\$358.37	1.1 %	\$211,084.58	\$215,401.84	\$4,317.26	2.0 %
Total Expenses	\$38,450.26	\$40,075.13	\$1,624.87	4.1 %	\$273,634.54	\$285,167.88	\$11,533.34	4.0 %
Net Income (Loss)	\$(38,450.26)	\$(40,075.13)	\$1,624.87	4.1 %	\$(273,634.54)	\$(285,167.88)	\$11,533.34	4.0 %

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 1/1/2019 Through 1/31/2019

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Program Expenses</u>								
Contract Services	\$0.00	\$57.28	\$57.28	100.0 %	\$0.00	\$213.60	\$213.60	100.0 %
Training & Education	822.37	383.62	(438.75)	(114.4)	3,853.63	4,081.90	228.27	5.6
Dispatch Fees	484.08	462.50	(21.58)	(4.7)	3,388.56	3,237.50	(151.06)	(4.7)
Dues and Subscriptions	0.00	53.33	53.33	100.0	739.57	666.69	(72.88)	(10.9)
Fuel	464.53	458.33	(6.20)	(1.4)	2,377.32	3,208.35	831.03	25.9
Legal Exp - Fire	0.00	0.00	0.00	0.0	721.50	500.00	(221.50)	(44.3)
Medical Expenses	0.00	41.66	41.66	100.0	539.28	291.70	(247.58)	(84.9)
Medical Supplies Exp	166.72	333.33	166.61	50.0	1,400.00	2,333.35	933.35	40.0
Miscellaneous	541.83	171.87	(369.96)	(215.3)	557.06	640.65	83.59	13.0
Operating Supplies - Fire Dept	0.00	0.00	0.00	0.0	975.63	1,000.00	24.37	2.4
Rep and Maint - Vehicles	0.00	219.58	219.58	100.0	13,234.45	13,902.00	667.55	4.8
Rep and Maint - Equipment	0.00	316.66	316.66	100.0	1,954.08	3,116.70	1,162.62	37.3
Small Tools and Equipment	0.00	1,318.18	1,318.18	100.0	6,491.89	8,409.10	1,917.21	22.8
Telephone	289.53	416.66	127.13	30.5	1,757.51	2,916.70	1,159.19	39.7
Training Center Assessment	0.00	0.00	0.00	0.0	2,492.00	2,600.00	108.00	4.2
Total Program Expenses	\$2,769.06	\$4,233.00	\$1,463.94	34.6 %	\$40,482.48	\$47,118.24	\$6,635.76	14.1 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$8,880.09	\$10,085.71	\$1,205.62	12.0 %	\$66,334.25	\$69,119.45	\$2,785.20	4.0 %
Wildland Personnel	0.00	0.00	0.00	0.0	31,226.59	31,400.00	173.41	0.6
Volunteer-Employee Volunteer Personnel	1,498.50	2,375.00	876.50	36.9	11,433.50	12,125.00	691.50	5.7
Firewise Personnel	(5,874.00)	636.10	6,510.10	1023.4	1,988.00	6,819.41	4,831.41	70.8
FICA and Medicare	800.85	1,039.15	238.30	22.9	8,564.42	8,199.00	(365.42)	(4.5)
Retirement	696.40	845.80	149.40	17.7	16,087.30	16,817.20	729.90	4.3
Health Insurance	2,164.80	2,863.13	698.33	24.4	10,463.20	12,642.21	2,179.01	17.2
Worker's Compensation	4,055.00	4,275.00	220.00	5.1	8,306.00	12,425.00	4,119.00	33.2
Unemployment	269.07	242.00	(27.07)	(11.2)	948.80	764.00	(184.80)	(24.2)
Total General & Administrative Expenses	\$12,490.71	\$22,361.89	\$9,871.18	44.1 %	\$155,352.06	\$170,311.27	\$14,959.21	8.8 %
Total Expenses	\$15,259.77	\$26,594.89	\$11,335.12	42.6 %	\$195,834.54	\$217,429.51	\$21,594.97	9.9 %
Net Income (Loss)	\$(15,259.77)	\$(26,594.89)	\$11,335.12	42.6 %	\$(195,834.54)	\$(217,429.51)	\$21,594.97	9.9 %

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 1/1/2019 Through 1/31/2019

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Program Expenses</u>								
Contract Services	\$0.00	\$120.83	\$120.83	100.0 %	\$200.00	\$845.85	\$645.85	76.4 %
Dues and Subscriptions	0.00	240.62	240.62	100.0	0.00	896.90	896.90	100.0
Miscellaneous	0.00	57.28	57.28	100.0	0.00	213.60	213.60	100.0
Office Supplies	116.35	25.00	(91.35)	(365.4)	311.98	175.00	(136.98)	(78.3)
Operating Supplies - Library	297.29	263.02	(34.27)	(13.0)	3,189.75	2,634.90	(554.85)	(21.1)
Print and Non-Print Materials	0.00	324.16	324.16	100.0	2,986.09	2,269.20	(716.89)	(31.6)
Rep and Maint - Equipment	0.00	25.00	25.00	100.0	0.00	175.00	175.00	100.0
Small Tools and Equipment	0.00	268.87	268.87	100.0	135.07	1,155.65	1,020.58	88.3
Telephone	78.55	83.33	4.78	5.7	(153.54)	583.35	736.89	126.3
E-Rate Exp	80.14	0.00	(80.14)	0.0	80.14	0.00	(80.14)	0.0
Travel	0.00	0.00	0.00	0.0	0.00	500.00	500.00	100.0
Total Program Expenses	\$572.33	\$1,408.11	\$835.78	59.4 %	\$6,749.49	\$9,449.45	\$2,699.96	28.6 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$3,913.36	\$4,761.30	\$847.94	17.8 %	\$36,013.33	\$35,709.80	\$(303.53)	(0.8)%
FICA and Medicare	289.63	364.23	74.60	20.5	2,689.51	2,731.73	42.22	1.5
Retirement	256.00	256.00	0.00	0.0	1,958.46	1,920.00	(38.46)	(2.0)
Health Insurance	721.60	716.30	(5.30)	(0.7)	5,412.00	5,372.30	(39.70)	(0.7)
Worker's Compensation	91.00	82.50	(8.50)	(10.3)	173.00	247.50	74.50	30.1
Unemployment	97.31	105.00	7.69	7.3	353.48	315.00	(38.48)	(12.2)
Total General & Administrative Expenses	\$5,368.90	\$6,285.33	\$916.43	14.6 %	\$46,599.78	\$46,296.33	\$(303.45)	(0.7)%
Total Expenses	\$5,941.23	\$7,693.44	\$1,752.21	22.8 %	\$53,349.27	\$55,745.78	\$2,396.51	4.3 %
Net Income (Loss)	\$(5,941.23)	\$(7,693.44)	\$1,752.21	22.8 %	\$(53,349.27)	\$(55,745.78)	\$2,396.51	4.3 %

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 1/1/2019 Through 1/31/2019

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Program Expenses</u>								
Advertising, Printing, & Publishing	\$0.00	\$14.30	\$14.30	100.0 %	\$482.10	\$128.50	\$(353.60)	(275.2)%
Contract Services	0.00	171.87	171.87	100.0	0.00	640.65	640.65	100.0
Training & Education	0.00	114.58	114.58	100.0	0.00	427.15	427.15	100.0
Dues and Subscriptions	0.00	11.45	11.45	100.0	0.00	42.75	42.75	100.0
Legal Exp - P&Z	2,028.00	1,206.42	(821.58)	(68.1)	5,616.00	6,467.86	851.86	13.2
Map Upgrades and Materials	0.00	11.45	11.45	100.0	0.00	42.75	42.75	100.0
Miscellaneous	25.85	22.92	(2.93)	(12.8)	25.85	85.50	59.65	69.8
Software Maintenance & Support	0.00	45.84	45.84	100.0	0.00	170.89	170.89	100.0
Operating Supplies - P&Z	0.00	52.07	52.07	100.0	85.92	239.65	153.73	64.1
Small Tools and Equipment	0.00	57.28	57.28	100.0	76.88	213.60	136.72	64.0
Telephone	47.93	54.16	6.23	11.5	287.28	379.20	91.92	24.2
Travel	0.00	57.28	57.28	100.0	0.00	213.60	213.60	100.0
Total Program Expenses	\$2,101.78	\$1,819.62	\$(282.16)	(15.5)%	\$6,574.03	\$9,052.10	\$2,478.07	27.4 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$3,708.43	\$4,550.25	\$841.82	18.5 %	\$27,797.55	\$30,555.49	\$2,757.94	9.0 %
FICA and Medicare	238.57	326.23	87.66	26.9	2,023.75	2,446.73	422.98	17.3
Retirement	258.59	289.58	30.99	10.7	1,621.35	1,882.29	260.94	13.9
Health Insurance	930.22	776.00	(154.22)	(19.9)	5,107.64	5,044.00	(63.64)	(1.3)
Worker's Compensation	163.00	82.50	(80.50)	(97.6)	281.00	247.50	(33.50)	(13.5)
Unemployment	80.16	125.00	44.84	35.9	271.51	330.00	58.49	17.7
Total General & Administrative Expenses	\$5,378.97	\$6,149.56	\$770.59	12.5 %	\$37,102.80	\$40,506.01	\$3,403.21	8.4 %
Total Expenses	\$7,480.75	\$7,969.18	\$488.43	6.1 %	\$43,676.83	\$49,558.11	\$5,881.28	11.9 %
Net Income (Loss)	\$(7,480.75)	\$(7,969.18)	\$488.43	6.1 %	\$(43,676.83)	\$(49,558.11)	\$5,881.28	11.9 %

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 1/1/2019 Through 1/31/2019

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Program Expenses</u>								
Advertising, Printing, & Publishing	\$0.00	\$0.00	\$0.00	0.0 %	\$35.40	\$0.00	\$(35.40)	0.0 %
Fuel	0.00	4.16	4.16	100.0	34.30	29.20	(5.10)	(17.5)
Miscellaneous	48.20	23.43	(24.77)	(105.7)	93.81	132.85	39.04	29.4
Operating Supplies - Parks	0.00	20.83	20.83	100.0	65.51	145.85	80.34	55.1
R&M Building - Parks	0.00	11.45	11.45	100.0	0.00	42.75	42.75	100.0
Rep and Maint - Vehicles	160.54	253.33	92.79	36.6	611.12	1,233.35	622.23	50.5
Rep and Maint - Equipment	0.00	57.28	57.28	100.0	24.84	213.60	188.76	88.4
Rep and Maint - Infrastructure	0.00	456.66	456.66	100.0	12.74	1,716.70	1,703.96	99.3
Small Tools and Equipment	5.04	52.07	47.03	90.3	66.00	239.65	173.65	72.5
Telephone	15.05	16.66	1.61	9.7	105.35	116.70	11.35	9.7
Uniform Exp Parks	44.22	44.16	(0.06)	(0.1)	170.32	179.20	8.88	5.0
Utilities	453.27	179.16	(274.11)	(153.0)	1,386.93	1,254.20	(132.73)	(10.6)
Lease Payments	99.28	83.33	(15.95)	(19.1)	604.60	583.35	(21.25)	(3.6)
Total Program Expenses	\$825.60	\$1,202.52	\$376.92	31.3 %	\$3,210.92	\$5,887.40	\$2,676.48	45.5 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$369.60	\$438.77	\$69.17	15.8 %	\$2,860.00	\$3,290.77	\$430.77	13.1 %
FICA and Medicare	28.07	33.54	5.47	16.3	216.82	251.54	34.72	13.8
Retirement	27.32	34.77	7.45	21.4	193.32	260.77	67.45	25.9
Health Insurance	93.80	99.69	5.89	5.9	572.18	710.19	138.01	19.4
Worker's Compensation	98.00	126.50	28.50	22.5	166.00	379.50	213.50	56.3
Unemployment	9.43	5.00	(4.43)	(88.6)	21.71	12.00	(9.71)	(80.9)
Total General & Administrative Expenses	\$626.22	\$738.27	\$112.05	15.2 %	\$4,030.03	\$4,904.77	\$874.74	17.8 %
Total Expenses	\$1,451.82	\$1,940.79	\$488.97	25.2 %	\$7,240.95	\$10,792.17	\$3,551.22	32.9 %
Net Income (Loss)	\$(1,451.82)	\$(1,940.79)	\$488.97	25.2 %	\$(7,240.95)	\$(10,792.17)	\$3,551.22	32.9 %

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 1/1/2019 Through 1/31/2019

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 %	\$75.72	\$0.00	\$(75.72)	0.0 %
Contract Services	1,099.13	1,458.32	359.19	24.6	3,157.35	6,708.40	3,551.05	52.9
Engineering Fees	0.00	572.90	572.90	100.0	0.00	2,135.50	2,135.50	100.0
Equipment Rentals - Properties	0.00	17.18	17.18	100.0	0.00	64.10	64.10	100.0
Fuel	0.00	4.16	4.16	100.0	80.91	29.20	(51.71)	(177.1)
Legal Exp - Properties	0.00	57.28	57.28	100.0	0.00	213.60	213.60	100.0
Miscellaneous	48.20	0.00	(48.20)	0.0	1,403.34	1,000.00	(403.34)	(40.3)
Operating Supplies - Properties	357.68	125.00	(232.68)	(186.1)	1,158.58	875.00	(283.58)	(32.4)
R&M Building - Properties	1,452.12	1,616.66	164.54	10.2	13,769.58	17,916.70	4,147.12	23.1
Rep and Maint - Vehicles	160.54	248.12	87.58	35.3	611.12	1,259.40	648.28	51.5
Rep and Maint - Equipment	0.00	57.28	57.28	100.0	24.84	213.60	188.76	88.4
Rep and Maint - Infrastructure	0.00	19,430.25	19,430.25	100.0	719.67	21,448.75	20,729.08	96.6
Purchase of Parking Kiosks	0.00	2,500.00	2,500.00	100.0	0.00	2,500.00	2,500.00	100.0
Small Tools and Equipment	5.04	41.66	36.62	87.9	128.91	291.70	162.79	55.8
Uniform Exp Properties	44.22	33.33	(10.89)	(32.7)	170.32	233.35	63.03	27.0
Utilities	7,288.83	3,833.33	(3,455.50)	(90.1)	26,510.03	26,833.35	323.32	1.2
Lease Payments	99.28	83.33	(15.95)	(19.1)	604.60	583.35	(21.25)	(3.6)
Transfers Out	0.00	0.00	0.00	0.0	21,000.00	21,000.00	0.00	0.0
Total Program Expenses	\$10,555.04	\$30,078.80	\$19,523.76	64.9 %	\$69,414.97	\$103,306.00	\$33,891.03	32.8 %
General & Administrative Expenses								
Salaries and Wages	\$2,288.63	\$2,716.77	\$428.14	15.8 %	\$17,710.02	\$20,375.77	\$2,665.75	13.1 %
FICA and Medicare	173.83	207.85	34.02	16.4	1,342.64	1,558.85	216.21	13.9
Retirement	169.18	215.38	46.20	21.5	1,196.95	1,615.38	418.43	25.9
Health Insurance	580.88	586.23	5.35	0.9	3,543.42	4,396.73	853.31	19.4
Worker's Compensation	555.00	783.75	228.75	29.2	941.00	2,351.25	1,410.25	60.0
Unemployment	58.38	25.54	(32.84)	(128.6)	134.38	67.20	(67.18)	(100.0)
Total General & Administrative Expenses	\$3,825.90	\$4,535.52	\$709.62	15.6 %	\$24,868.41	\$30,365.18	\$5,496.77	18.1 %
Total Expenses	\$14,380.94	\$34,614.32	\$20,233.38	58.5 %	\$94,283.38	\$133,671.18	\$39,387.80	29.5 %
Net Income (Loss)	\$(14,380.94)	\$(34,614.32)	\$20,233.38	58.5 %	\$(94,283.38)	\$(133,671.18)	\$39,387.80	29.5 %

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 1/1/2019 Through 1/31/2019

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Revenues								
Water Usage Fees	\$14,864.92	\$15,916.66	\$(1,051.74)	(6.6)%	\$104,121.20	\$111,416.70	\$(7,295.50)	(6.5)%
Miscellaneous	250.00	250.00	0.00	0.0	1,360.52	1,750.00	(389.48)	(22.3)
Transfers In	941.67	941.66	0.01	0.0	6,591.69	6,591.70	(0.01)	0.0
Net Revenues	\$16,056.59	\$17,108.32	\$(1,051.73)	(6.1)%	\$112,073.41	\$119,758.40	\$(7,684.99)	(6.4)%
Program Expenses								
Advertising, Printing, & Publishing	\$0.00	\$0.00	\$0.00	0.0 %	\$35.43	\$0.00	\$(35.43)	0.0 %
Contract Services	1,438.03	1,441.95	3.92	0.3	5,938.03	8,770.25	2,832.22	32.3
Training & Education	0.00	85.93	85.93	100.0	0.00	320.35	320.35	100.0
Dues and Subscriptions	0.00	22.90	22.90	100.0	0.00	85.50	85.50	100.0
Permit Fee Exp - Water	0.00	0.00	0.00	0.0	892.50	400.00	(492.50)	(123.1)
Engineering Fees	0.00	221.66	221.66	100.0	57.50	891.70	834.20	93.6
Equipment Rentals	0.00	34.37	34.37	100.0	0.00	128.15	128.15	100.0
Fuel	120.99	200.00	79.01	39.5	1,060.42	1,400.00	339.58	24.3
Insurance	0.00	0.00	0.00	0.0	2,854.24	2,850.00	(4.24)	(0.1)
Legal Exp - Water	1,872.00	1,885.61	13.61	0.7	2,847.00	3,071.95	224.95	7.3
Miscellaneous	48.23	23.58	(24.65)	(104.5)	668.32	165.10	(503.22)	(304.8)
Software Support Exp - Water	0.00	135.40	135.40	100.0	1,240.81	1,822.90	582.09	31.9
Operating Supplies - Water	0.00	250.00	250.00	100.0	774.08	1,750.00	975.92	55.8
R&M Building - Water	0.00	34.37	34.37	100.0	0.00	128.15	128.15	100.0
Rep and Maint - Vehicles	160.63	208.33	47.70	22.9	879.51	1,458.35	578.84	39.7
Rep and Maint - Equipment	0.00	572.90	572.90	100.0	24.86	2,135.50	2,110.64	98.8
Rep and Maint - Infrastructure	1,658.31	7,476.91	5,818.60	77.8	2,830.33	17,615.45	14,785.12	83.9
Service Tests/System Testing	15.00	0.00	(15.00)	0.0	924.00	700.00	(224.00)	(32.0)
Small Tools and Equipment	5.04	246.87	241.83	98.0	250.01	1,265.65	1,015.64	80.2
Telephone Exp - Water	68.55	83.33	14.78	17.7	426.12	583.35	157.23	27.0
DWR Fee Exp	0.00	103.12	103.12	100.0	0.00	384.40	384.40	100.0
Uniform Exp Water	44.25	33.33	(10.92)	(32.8)	170.44	233.35	62.91	27.0
Utilities Exp - Water	79.09	41.66	(37.43)	(89.8)	268.21	291.70	23.49	8.1
Administrative Charge	4,204.21	4,204.25	0.04	0.0	29,429.47	29,429.75	0.28	0.0
Lease Payments	347.47	166.66	(180.81)	(108.5)	4,616.03	5,166.66	550.63	10.7
Total Program Expenses	\$10,061.80	\$17,473.13	\$7,411.33	42.4 %	\$56,187.31	\$81,048.21	\$24,860.90	30.7 %
General & Administrative Expenses								
Salaries and Wages	\$4,037.09	\$4,792.31	\$755.22	15.8 %	\$31,684.02	\$35,942.31	\$4,258.29	11.8 %
FICA and Medicare	306.61	366.62	60.01	16.4	2,397.76	2,749.62	351.86	12.8

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 1/1/2019 Through 1/31/2019

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Retirement	298.43	499.92	201.49	40.3	2,111.38	2,603.42	492.04	18.9
Health Insurance	1,024.68	1,148.36	123.68	10.8	6,250.52	7,184.14	933.62	13.0
Worker's Compensation	1,342.00	1,382.75	40.75	2.9	2,254.00	4,148.25	1,894.25	45.7
Unemployment	103.01	67.93	(35.08)	(51.6)	249.18	150.37	(98.81)	(65.7)
Total General & Administrative Expenses	\$7,111.82	\$8,257.89	\$1,146.07	13.9 %	\$44,946.86	\$52,778.11	\$7,831.25	14.8 %
Total Expenses	\$17,173.62	\$25,731.02	\$8,557.40	33.3 %	\$101,134.17	\$133,826.32	\$32,692.15	24.4 %
Net Income (Loss)	\$(1,117.03)	\$(8,622.70)	\$7,505.67	87.0 %	\$10,939.24	\$(14,067.92)	\$25,007.16	177.8 %

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 1/1/2019 Through 1/31/2019

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Revenues								
Sewer Usage Fees	\$15,075.68	\$16,750.00	\$(1,674.32)	(10.0)%	\$106,263.97	\$117,250.00	\$(10,986.03)	(9.4)%
Interest and Investment Earnings	0.07	8.33	(8.26)	(99.2)	25.19	58.35	(33.16)	(56.8)
Transfers In	483.33	483.33	0.00	0.0	3,383.31	3,383.35	(0.04)	0.0
Net Revenues	\$15,559.08	\$17,241.66	\$(1,682.58)	(9.8)%	\$109,672.47	\$120,691.70	\$(11,019.23)	(9.1)%
Program Expenses								
Advertising, Printing, & Publishing	\$0.00	\$0.00	\$0.00	0.0 %	\$35.43	\$0.00	\$(35.43)	0.0 %
Contract Services	3,200.00	3,200.00	0.00	0.0	19,200.00	22,400.00	3,200.00	14.3
Training & Education	0.00	17.20	17.20	100.0	0.00	64.10	64.10	100.0
Permit Fee Exp - Sewer	0.00	143.22	143.22	100.0	251.06	533.90	282.84	53.0
Engineering Fees	0.00	57.28	57.28	100.0	0.00	213.60	213.60	100.0
Equipment Rentals	0.00	28.64	28.64	100.0	0.00	106.80	106.80	100.0
Fuel	120.99	175.00	54.01	30.9	895.61	1,225.00	329.39	26.9
Insurance	0.00	0.00	0.00	0.0	3,234.80	3,232.00	(2.80)	(0.1)
Legal Exp - Sewer	0.00	28.64	28.64	100.0	0.00	106.80	106.80	100.0
Miscellaneous	48.23	23.83	(24.40)	(102.4)	132.12	166.85	34.73	20.8
Software Support Exp - Sewer	0.00	130.20	130.20	100.0	1,240.81	1,848.95	608.14	32.9
Operating Supplies - Sewer	15.37	451.43	436.06	96.6	7,657.19	7,742.85	85.66	1.1
R&M Building - Sewer	0.00	34.37	34.37	100.0	0.00	128.15	128.15	100.0
Rep and Maint - Vehicles	160.63	200.00	39.37	19.7	611.51	1,400.00	788.49	56.3
Rep and Maint - Equipment	3,066.80	1,946.43	(1,120.37)	(57.6)	6,445.72	6,467.85	22.13	0.3
Rep and Maint - Infrastructure	89.92	2,820.83	2,730.91	96.8	729.77	10,895.85	10,166.08	93.3
Service Tests/System Testing	2,807.20	2,890.46	83.26	2.9	8,554.60	8,580.93	26.33	0.3
Small Tools and Equipment	376.01	156.25	(219.76)	(140.6)	437.00	718.75	281.75	39.2
Telephone Exp - Sewer	68.55	75.00	6.45	8.6	426.00	525.00	99.00	18.9
Uniform Exp Sewer	44.25	44.03	(0.22)	(0.5)	170.44	179.85	9.41	5.2
Utilities	580.95	166.66	(414.29)	(248.6)	1,798.53	1,166.70	(631.83)	(54.2)
Administrative Charge	4,204.21	4,204.25	0.04	0.0	29,429.47	29,429.75	0.28	0.0
Sewer Principal Expense	11,236.77	11,000.00	(236.77)	(2.2)	11,236.77	11,000.00	(236.77)	(2.2)
Sewer Interest Expense	3,592.85	3,750.00	157.15	4.2	7,185.70	7,500.00	314.30	4.2
Lease Payments	347.47	166.66	(180.81)	(108.5)	4,616.03	5,166.66	550.63	10.7
Total Program Expenses	\$29,960.20	\$31,710.38	\$1,750.18	5.5 %	\$104,288.56	\$120,800.34	\$16,511.78	13.7 %
General & Administrative Expenses								
Salaries and Wages	\$2,189.13	\$2,598.69	\$409.56	15.8 %	\$16,940.02	\$19,490.19	\$2,550.17	13.1 %
FICA and Medicare	166.27	199.77	33.50	16.8	1,288.87	1,487.77	198.90	13.4

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 1/1/2019 Through 1/31/2019

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Retirement	161.82	206.00	44.18	21.4	1,144.91	1,545.00	400.09	25.9
Health Insurance	555.64	560.77	5.13	0.9	3,389.38	4,205.77	816.39	19.4
Worker's Compensation	665.00	749.75	84.75	11.3	1,128.00	2,249.25	1,121.25	49.8
Unemployment	55.86	36.80	(19.06)	(51.8)	128.55	86.36	(42.19)	(48.9)
Total General & Administrative Expenses	\$3,793.72	\$4,351.78	\$558.06	12.8 %	\$24,019.73	\$29,054.34	\$5,044.61	17.4 %
Total Expenses	\$33,753.92	\$36,062.16	\$2,308.24	6.4 %	\$128,308.29	\$149,854.68	\$21,556.39	14.4 %
Net Income (Loss)	\$(18,194.84)	\$(18,820.50)	\$625.66	3.3 %	\$(18,635.82)	\$(29,172.98)	\$10,537.16	36.1 %

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 1/1/2019 Through 1/31/2019

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Revenues								
Sanitation Usage Fees	\$15,544.72	\$16,000.00	\$(455.28)	(2.8)%	\$109,147.22	\$112,000.00	\$(2,852.78)	(2.5)%
Miscellaneous	456.00	83.33	372.67	447.2	631.00	583.35	47.65	8.2
Transfers In	183.33	183.33	0.00	0.0	1,283.31	1,283.35	(0.04)	0.0
Net Revenues	\$16,184.05	\$16,266.66	\$(82.61)	(0.5)%	\$111,061.53	\$113,866.70	\$(2,805.17)	(2.5)%
Program Expenses								
Advertising, Printing, & Publishing	\$0.00	\$0.00	\$0.00	0.0 %	\$35.43	\$0.00	\$(35.43)	0.0 %
Contract Services	0.00	57.28	57.28	100.0	0.00	213.60	213.60	100.0
Recycling Contract Exp	240.00	183.33	(56.67)	(30.9)	960.00	1,283.35	323.35	25.2
Training & Education	0.00	34.37	34.37	100.0	0.00	128.15	128.15	100.0
Equipment Rentals	0.00	114.57	114.57	100.0	0.00	427.15	427.15	100.0
Fuel	819.10	716.66	(102.44)	(14.3)	4,441.62	5,016.70	575.08	11.5
Insurance	0.00	0.00	0.00	0.0	3,805.65	3,800.00	(5.65)	(0.1)
Landfill Tipping Fees	1,250.80	1,974.55	723.75	36.7	10,374.00	13,627.25	3,253.25	23.9
Miscellaneous	48.23	43.12	(5.11)	(11.9)	93.86	244.40	150.54	61.6
Software Support Exp - Trash	0.00	66.66	66.66	100.0	1,240.81	1,666.70	425.89	25.6
Operating Supplies - Trash	0.00	20.83	20.83	100.0	65.54	145.85	80.31	55.1
R&M Building - Trash	0.00	17.18	17.18	100.0	0.00	64.10	64.10	100.0
Rep and Maint - Vehicles	230.07	1,232.50	1,002.43	81.3	3,771.31	5,837.50	2,066.19	35.4
Rep and Maint - Equipment	0.00	401.03	401.03	100.0	24.86	1,494.85	1,469.99	98.3
R&M Trash - Infrastructure	0.00	0.00	0.00	0.0	12.75	0.00	(12.75)	0.0
Small Tools and Equipment	5.04	135.41	130.37	96.3	66.03	622.95	556.92	89.4
Telephone Exp - Trash	68.56	75.00	6.44	8.6	425.90	525.00	99.10	18.9
Uniform Exp Trash	44.25	43.95	(0.30)	(0.7)	170.44	180.25	9.81	5.4
Administrative Charge	4,204.21	4,204.25	0.04	0.0	29,429.47	29,429.75	0.28	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	\$6,910.26	\$9,320.69	\$2,410.43	25.9 %	\$59,917.67	\$69,707.55	\$9,789.88	14.0 %
General & Administrative Expenses								
Salaries and Wages	\$3,482.70	\$4,164.23	\$681.53	16.4 %	\$26,950.00	\$30,946.73	\$3,996.73	12.9 %
FICA and Medicare	264.51	316.23	51.72	16.4	2,043.16	2,371.73	328.57	13.9
Retirement	257.45	327.69	70.24	21.4	1,821.45	2,457.69	636.24	25.9
Health Insurance	883.96	892.08	8.12	0.9	5,392.16	6,690.58	1,298.42	19.4
Worker's Compensation	1,864.00	1,192.75	(671.25)	(56.3)	3,161.00	3,578.25	417.25	11.7
Unemployment	88.86	55.64	(33.22)	(59.7)	204.46	127.94	(76.52)	(59.8)
Total General & Administrative Expenses	\$6,841.48	\$6,948.62	\$107.14	1.5 %	\$39,572.23	\$46,172.92	\$6,600.69	14.3 %

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 1/1/2019 Through 1/31/2019

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Total Expenses	\$13,751.74	\$16,269.31	\$2,517.57	15.5 %	\$99,489.90	\$115,880.47	\$16,390.57	14.1 %
Net Income (Loss)	\$2,432.31	\$(2.65)	\$2,434.96	1885.3 %	\$11,571.63	\$(2,013.77)	\$13,585.40	674.6 %

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 1/1/2019 Through 1/31/2019

Fund: (3) Road

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Revenues								
HURF Revenue	\$3,295.58	\$3,285.00	\$10.58	0.3 %	\$23,047.30	\$22,995.00	\$52.30	0.2 %
Interest and Investment Earnings	35.95	15.00	20.95	139.7	146.47	105.00	41.47	39.5
Transfers In	3,747.02	12,193.96	(8,446.94)	(69.3)	34,217.07	65,330.25	(31,113.18)	(47.6)
Net Revenues	\$7,078.55	\$15,493.96	\$(8,415.41)	(54.3)%	\$57,410.84	\$88,430.25	\$(31,019.41)	(35.1)%
Program Expenses								
Advertising, Printing, & Publishing	\$0.00	\$0.00	\$0.00	0.0 %	\$35.41	\$0.00	\$(35.41)	0.0 %
Engineering Fees	0.00	0.00	0.00	0.0	0.00	2,000.00	2,000.00	100.0
Equipment Rentals - HURF	0.00	171.87	171.87	100.0	0.00	640.65	640.65	100.0
Fuel	0.00	0.00	0.00	0.0	34.32	0.00	(34.32)	0.0
Insurance	0.00	0.00	0.00	0.0	1,902.82	1,816.00	(86.82)	(4.8)
Miscellaneous	48.23	40.96	(7.27)	(17.7)	93.86	232.20	138.34	59.6
Operating Supplies - HURF	324.48	41.66	(282.82)	(678.9)	541.39	291.70	(249.69)	(85.6)
Public Restroom Supplies	0.00	198.43	198.43	100.0	788.16	1,257.85	469.69	37.3
R&M Building - HURF	0.00	34.37	34.37	100.0	0.00	128.15	128.15	100.0
Rep and Maint - Vehicles	160.65	300.00	139.35	46.5	611.53	1,400.00	788.47	56.3
Rep and Maint - Equipment	0.00	40.09	40.09	100.0	24.85	149.55	124.70	83.4
Rep and Maint - Infrastructure	114.54	9,316.25	9,201.71	98.8	4,627.77	21,418.75	16,790.98	78.4
Small Tools and Equipment	5.03	41.66	36.63	87.9	138.96	291.70	152.74	52.4
Street Lights	987.37	1,041.66	54.29	5.2	6,913.15	7,291.70	378.55	5.2
Street Supplies	0.00	312.50	312.50	100.0	581.04	1,437.50	856.46	59.6
Telephone	15.05	16.66	1.61	9.7	105.35	116.70	11.35	9.7
Uniform Exp - HURF	44.26	38.32	(5.94)	(15.5)	170.44	158.40	(12.04)	(7.6)
Administrative Charge	940.80	940.83	0.03	0.0	6,585.60	6,585.85	0.25	0.0
Lease Payments	99.27	584.85	485.58	83.0	5,604.49	7,975.79	2,371.30	29.7
Total Program Expenses	\$2,739.68	\$13,120.11	\$10,380.43	79.1 %	\$28,759.14	\$53,192.49	\$24,433.35	45.9 %
General & Administrative Expenses								
Salaries and Wages	\$2,863.89	\$2,193.69	\$(670.20)	(30.6)%	\$21,999.36	\$16,452.69	\$(5,546.67)	(33.7)%
FICA and Medicare	218.07	167.84	(50.23)	(29.9)	1,673.13	1,258.84	(414.29)	(32.9)
Retirement	136.61	173.92	37.31	21.5	966.48	1,304.42	337.94	25.9
Health Insurance	469.04	487.77	18.73	3.8	2,861.14	3,358.27	497.13	14.8
Worker's Compensation	578.00	633.00	55.00	8.7	993.00	1,899.00	906.00	47.7
Unemployment	73.26	13.76	(59.50)	(432.4)	158.59	65.90	(92.69)	(140.7)
Total General & Administrative Expenses	\$4,338.87	\$3,669.98	\$(668.89)	(18.2)%	\$28,651.70	\$24,339.12	\$(4,312.58)	(17.7)%
Total Expenses	\$7,078.55	\$16,790.09	\$9,711.54	57.8 %	\$57,410.84	\$77,531.61	\$20,120.77	26.0 %

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 1/1/2019 Through 1/31/2019

Fund: (3) Road

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Net Income (Loss)	\$0.00	\$(1,296.13)	\$1,296.13	100.0 %	\$0.00	\$10,898.64	\$(10,898.64)	(100.0)%

2/6/19
10:15:59 AM

Town of Jerome
Balance Sheet
As of 1/31/2019
Fund: (1) General

Assets

Current Assets

LGIP	\$1,635.92	
Petty Cash - General Gov	275.00	
Auto Lieu Taxes	5,430.42	
City Sales Taxes	177,519.85	
Franchise Fees	3,915.37	
GF Accounts Receivable	335.00	
Property Taxes	1,501.31	
Rents	(112.25)	
State Sales Taxes	7,188.39	
Court - Checking & Bond Acct	91,921.08	
Court - JCEF Acct	11,606.04	
Court - FTG Acct	5,665.38	
Urban Revenue Sharing	15,136.98	
Petty Cash - Fire Dept	150.00	
Petty Cash - Library	150.00	
NBA Checking	48,364.31	
OAZ Checking	730,883.20	
OAZ General Savings	392,960.47	
OAZ CTL Business Savings	5.00	
Total Current Assets		\$1,494,531.47

Other Assets

Due From Other Funds	\$726,606.63	
Total Other Assets		726,606.63
Total Assets		\$2,221,138.10

Liabilities and Net Assets

Current Liabilities

Accounts Payable	\$(13,841.91)	
Federal WH & FICA	(9.81)	
Arizona Withholding	(35.05)	
AFLAC	(447.66)	
Health Insurance	(1,011.42)	
457G Retirement	0.03	
PSPRS	(0.06)	
Customer Deposits	6,760.72	
FD Per Call Payable	3,732.75	
Ganishments Payable	1,735.51	
Wages Payable	16,497.04	
Due To Other Funds	1,470,258.25	
Court Liabilities	6,507.78	
Suspense Account	(4,353.34)	
Total Current Liabilities		\$1,485,792.83
Total Liabilities		\$1,485,792.83

Net Assets

Unrestricted Funds	734,473.85	
Prior Period Adj - GF	56.13	
Current Year Net Assets	815.29	

2/6/19
10:15:59 AM

Town of Jerome
Balance Sheet
As of 1/31/2019
Fund: (1) General

Total Net Assets

735,345.27

Total Liabilities and Net Assets

\$2,221,138.10

2/6/19
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Town of Jerome
Balance Sheet
As of 1/31/2019
Fund: (2) Utilities

Assets

Current Assets

Allowance for Doubtful Accts	\$(15,000.00)	
Utilities A/R	60,579.83	
Bond Account	1,814.32	
Replacement & Extension Acct	63,428.38	
Series 2001 Bond Reserve Acct	30,043.10	
Total Current Assets		\$140,865.63

Property, Plant & Equipment

Buildings	\$2,166,541.66	
Operating Equipment	188,014.81	
Buildings	(1,407,754.07)	
Operating Equipment	(158,460.36)	
Infrastructure	1,399,746.06	
Total Property, Plant & Equipment		2,188,088.10

Other Assets

Due From Other Funds	\$388,831.07	
Total Other Assets		388,831.07

Total Assets

\$2,717,784.80

Liabilities and Net Assets

Current Liabilities

Sales Tax Payable	\$1,077.90	
Customer Deposits	23,244.56	
Compensated Absences	1,653.16	
Bonds Payable	159,682.50	
Other Liabilities	6,354.76	
Due To Other Funds	354,072.60	
Accrued Payroll	1,951.06	
Accrued Interest Payable	3,592.85	
Total Current Liabilities		\$551,629.39
Total Liabilities		\$551,629.39

Net Assets

Unrestricted Fund Balance	798,050.00	
Unrestricted Fund Balance	(157,060.00)	
Unrestricted Fund Balance	1,546,043.98	
Current Year Net Assets	(20,878.57)	
Total Net Assets		2,166,155.41
Total Liabilities and Net Assets		\$2,717,784.80

2/6/19
10:16:53 AM

Town of Jerome
Balance Sheet
As of 1/31/2019
Fund: (3) Road

Assets

Current Assets

HURF Accounts Receivable	\$6,631.11	
OAZ HURF Savings	122,557.82	
Total Current Assets		\$129,188.93

Other Assets

Due From Other Funds	\$61,068.51	
Total Other Assets		61,068.51

Total Assets		\$190,257.44
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Liabilities and Net Assets

Current Liabilities

Due To Other Funds	\$194,612.14	
Accrued Payroll	526.64	
Total Current Liabilities		\$195,138.78

Total Liabilities		\$195,138.78
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Net Assets

Unrestricted Fund Balance	(4,881.34)	
Current Year Net Assets		
Total Net Assets		(4,881.34)
Total Liabilities and Net Assets		\$190,257.44

2/6/19
10:17:07 AM

Town of Jerome
Balance Sheet
As of 1/31/2019

Fund: (4) Firefighters Pension & Relief

Assets

Current Assets

Due from State of AZ	\$1,918.32	
Investments - Pension & Relief	138,095.81	
Total Current Assets		\$140,014.13

Other Assets

Due From Other Funds	\$32,383.61	
Total Other Assets		32,383.61

Total Assets		\$172,397.74
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Liabilities and Net Assets

Current Liabilities

Due To Other Funds	\$6,434.59	
Total Current Liabilities		\$6,434.59

Total Liabilities		\$6,434.59
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Net Assets

Unrestricted Fund Balance	143,885.68	
Current Year Net Assets	22,077.47	
Total Net Assets		165,963.15
Total Liabilities and Net Assets		\$172,397.74

2/6/19
10:17:32 AM

Town of Jerome
Balance Sheet
As of 1/31/2019

Fund: (5) Operating Grants

Assets

Current Assets

Opr Grants Receivable	\$5,109.33	
Inventory	13,893.06	
Total Current Assets		\$19,002.39

Other Assets

Due From Other Funds	\$157,648.55	
Total Other Assets		157,648.55

Total Assets

\$176,650.94

Liabilities and Net Assets

Current Liabilities

Due To Other Funds	\$50,110.36	
Deferred Revenue - Opr Grants	56,964.75	
Total Current Liabilities		\$107,075.11

Total Liabilities

\$107,075.11

Net Assets

Unrestricted Fund Balance	11,960.45	
Current Year Net Assets	57,615.38	
Total Net Assets		69,575.83
Total Liabilities and Net Assets		\$176,650.94

2/6/19
10:17:45 AM

Town of Jerome
Balance Sheet
As of 1/31/2019

Fund: (6) Capital Grants

Assets

Other Assets

Due From Other Funds	\$571,361.34	
Total Other Assets	<u>571,361.34</u>	\$571,361.34
Total Assets		<u>571,361.34</u>

Liabilities and Net Assets

Current Liabilities

Deferred Revenue - Cap Grants	\$37,456.83	
Due To Other Funds	35,101.60	
Total Current Liabilities	<u>72,558.43</u>	\$72,558.43
Total Liabilities		<u>72,558.43</u>

Net Assets

Restricted Fund Balance	\$31,920.73	
Unrestricted Fund Balance	(35,183.20)	
Current Year Net Assets	<u>502,065.38</u>	
Total Net Assets		<u>498,802.91</u>
Total Liabilities and Net Assets		<u>571,361.34</u>

2/6/19
10:17:56 AM

Town of Jerome
Balance Sheet
As of 1/31/2019

Fund: (7) GF Contingencies

Assets

Current Assets

Wildland Fees Receivable

\$22,363.66

Total Current Assets

\$22,363.66

Other Assets

Due From Other Funds

\$211,840.73

Total Other Assets

211,840.73

Total Assets

\$234,204.39

Liabilities and Net Assets

Current Liabilities

Due To Other Funds

\$71,275.34

Total Current Liabilities

\$71,275.34

Total Liabilities

\$71,275.34

Net Assets

Unrestricted Fund Balance

\$80,209.40

Current Year Net Assets

82,719.65

Total Net Assets

162,929.05

Total Liabilities and Net Assets

\$234,204.39

2/6/19
10:18:06 AM

Town of Jerome
Balance Sheet
As of 1/31/2019
Fund: (9) Capital

Assets

Current Assets

OAZ Capital Improvements
Total Current Assets

\$40,546.01

\$40,546.01

Other Assets

Due From Other Funds
Total Other Assets

\$47,124.44

47,124.44

Total Assets

\$87,670.45

Liabilities and Net Assets

Current Liabilities

Due To Other Funds
Total Current Liabilities

\$15,000.00

\$15,000.00

Total Liabilities

\$15,000.00

Net Assets

Unrestricted Fund Balance
Current Year Net Assets

\$67,628.33

5,042.12

Total Net Assets

72,670.45

Total Liabilities and Net Assets

\$87,670.45

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

Ledger as of : 1/1/2019 to 1/31/2019

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											
010819E 020-0098114-001, 1453877 GG	01/08/19	01/08/19	02/07/19	1.11.6191 - Copier & Equip Lease Expe	\$321.03	\$0.00	\$321.03	01/08/19	9640	ASCUC#	\$0.00
				INVOICE 010819E 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											
012319A 6N294147 928 649 3034 FD	01/23/19	01/23/19	02/12/19	1.14.6265 - Telephone	\$34.22	\$0.00	\$34.22	01/23/19	9689	ASCUC#	\$0.00
				INVOICE 012319A TOTALS:	\$34.22	\$0.00	\$34.22				\$0.00
				MCI COMM SERVICE TOTALS:	\$34.22	\$0.00	\$34.22				\$0.00
VENDOR: 1027 - FORCE SCIENCE INSTITUTE, LTD											
010819L FSI-19704 PD	01/08/19	01/08/19	02/07/19	1.13.6116 - Training & Education	\$1,650.00	\$0.00	\$1,650.00	01/08/19	9641	ASCUC#	\$0.00
				INVOICE 010819L TOTALS:	\$1,650.00	\$0.00	\$1,650.00				\$0.00
				FORCE SCIENCE INSTITUTE, LTD TOTALS:	\$1,650.00	\$0.00	\$1,650.00				\$0.00
VENDOR: 1028 - YAVAPAI CO. EDUCATION TECH											
010819P 18-214 LB	01/08/19	01/08/19	02/07/19	1.15.6266 - E-Rate Exp	\$80.14	\$0.00	\$80.14	01/08/19	9642	ASCUC#	\$0.00
				INVOICE 010819P TOTALS:	\$80.14	\$0.00	\$80.14				\$0.00
				YAVAPAI CO. EDUCATION TECH TOTALS:	\$80.14	\$0.00	\$80.14				\$0.00
VENDOR: 1030 - ALEX BARBER											
013019A mileage reimbursement GG	01/30/19	01/30/19	03/01/19	1.11.6275 - Travel	\$37.12	\$0.00	\$37.12	01/31/19	9707	ASCUC#	\$0.00
				INVOICE 013019A TOTALS:	\$37.12	\$0.00	\$37.12				\$0.00
				ALEX BARBER TOTALS:	\$37.12	\$0.00	\$37.12				\$0.00
VENDOR: 109 - AFLAC											
012419K Acct # DN513, Inv. 957450	01/24/19	01/24/19	01/24/19	1.10.2405 - AFLAC	\$214.51	\$0.00	\$214.51	01/24/19	9698	ASCUC#	\$0.00
				INVOICE 012419K TOTALS:	\$214.51	\$0.00	\$214.51				\$0.00
				AFLAC TOTALS:	\$214.51	\$0.00	\$214.51				\$0.00
VENDOR: 113 - ALL-MED EQUIPMENT & SERVICES											
010819B 530504 FD	01/08/19	01/08/19	01/08/19	1.14.6181 - Medical Supplies Exp	\$119.04	\$0.00	\$119.04	01/08/19	9643	ASCUC#	\$0.00

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

Ledger as of : 1/1/2019 to 1/31/2019

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
VENDOR: 118 - VOCE TELECOM											
012319E	01/23/19	01/23/19	01/23/19	1.13.6265 - Telephone	\$12.40	\$0.00	\$12.40	01/23/19	9690	ASCUC†	\$0.00
208461, 190150070 PD					\$12.40	\$0.00	\$12.40				\$0.00
INVOICE 012319E TOTALS:											
ALL-MED EQUIPMENT & SERVICES TOTALS:					\$119.04	\$0.00	\$119.04				\$0.00
VOCE TELECOM TOTALS:					\$119.04	\$0.00	\$119.04				\$0.00
VENDOR: 119 - APS											
A.P.S.-24	01/02/19	01/02/19	01/17/19	1.18.6285 - Utilities	\$409.01	\$0.00	\$409.01	01/02/19	9628	ASCUC†	\$0.00
0421621 Fire station				1.18.6285 - Utilities	\$75.38	\$0.00	\$75.38	01/02/19	9628	ASCUC†	\$0.00
2353720 FD gulch				1.17.6285 - Utilities	\$86.40	\$0.00	\$86.40	01/02/19	9628	ASCUC†	\$0.00
2383901 Upper park				1.17.6285 - Utilities	\$59.58	\$0.00	\$59.58	01/02/19	9628	ASCUC†	\$0.00
5613490 Upper park 2				1.17.6285 - Utilities	\$38.35	\$0.00	\$38.35	01/02/19	9628	ASCUC†	\$0.00
8468241 Middle park				1.17.6285 - Utilities	\$38.35	\$0.00	\$38.35	01/02/19	9628	ASCUC†	\$0.00
0024200 Lower park				1.18.6285 - Utilities	\$44.33	\$0.00	\$44.33	01/02/19	9628	ASCUC†	\$0.00
3216010 Hotel Jerome				1.18.6285 - Utilities	\$252.08	\$0.00	\$252.08	01/02/19	9628	ASCUC†	\$0.00
2839800 Ghost Pepper				1.18.6285 - Utilities	\$198.43	\$0.00	\$198.43	01/02/19	9628	ASCUC†	\$0.00
1976520 Co-op				1.18.6285 - Utilities	\$1,016.96	\$0.00	\$1,016.96	01/02/19	9628	ASCUC†	\$0.00
7575770 Civic Center				1.18.6285 - Utilities	\$158.60	\$0.00	\$158.60	01/02/19	9628	ASCUC†	\$0.00
6506951 PD				2.51.6285 - Utilities	\$275.73	\$0.00	\$275.73	01/02/19	9628	ASCUC†	\$0.00
4246290 WWTP				3.30.6255 - Street Lights	\$0.00	\$0.00	\$0.00				\$0.00
1490440 Street lights				1.18.6285 - Utilities	\$0.00	\$0.00	\$0.00				\$0.00
9438060 Roof				1.18.6285 - Utilities	\$142.41	\$0.00	\$142.41	01/02/19	9628	ASCUC†	\$0.00
6109570 Perkinsville Road				2.50.6285 - Utilities Exp - Water	\$37.07	\$0.00	\$37.07	01/02/19	9628	ASCUC†	\$0.00
8061950 Sunshine Hill water tank					\$2,832.68	\$0.00	\$2,832.68				\$0.00
INVOICE A.P.S.-24 TOTALS:											
010819C	01/08/19	01/08/19	01/23/19	1.18.6285 - Utilities	\$14.28	\$0.00	\$14.28	01/08/19	9644	ASCUC†	\$0.00
9438060 roof					\$14.28	\$0.00	\$14.28				\$0.00
INVOICE 010819C TOTALS:					\$14.28	\$0.00	\$14.28				\$0.00
012319F	01/23/19	01/23/19	02/07/19	3.30.6255 - Street Lights	\$987.37	\$0.00	\$987.37	01/23/19	9691	ASCUC†	\$0.00
1490440 street lights					\$987.37	\$0.00	\$987.37				\$0.00
INVOICE 012319F TOTALS:					\$987.37	\$0.00	\$987.37				\$0.00
A.P.S.-25	01/30/19	01/30/19	02/14/19	1.18.6285 - Utilities	\$474.99	\$0.00	\$474.99	01/31/19	9708	ASCUC†	\$0.00
0421621 Fire station				1.18.6285 - Utilities	\$115.29	\$0.00	\$115.29	01/31/19	9708	ASCUC†	\$0.00
2353720 FD gulch				1.17.6285 - Utilities	\$75.70	\$0.00	\$75.70	01/31/19	9708	ASCUC†	\$0.00
2383901 Upper park				1.17.6285 - Utilities	\$67.84	\$0.00	\$67.84	01/31/19	9708	ASCUC†	\$0.00
5613490 Upper park 2				1.17.6285 - Utilities	\$43.46	\$0.00	\$43.46	01/31/19	9708	ASCUC†	\$0.00
8468241 Middle park				1.17.6285 - Utilities	\$43.59	\$0.00	\$43.59	01/31/19	9708	ASCUC†	\$0.00
0024200 Lower park				1.18.6285 - Utilities	\$46.75	\$0.00	\$46.75	01/31/19	9708	ASCUC†	\$0.00
3216010 Hotel Jerome											\$0.00

*V - Denotes Voided Check Entries

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

Ledger as of : 1/1/2019 to 1/31/2019

Invoice Number	Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
2839800	Ghost Pepper				1.18.6285 - Utilities	\$370.73	\$0.00	\$370.73	01/31/19	9708	ASCUC#	\$0.00
1976520	Co-op				1.18.6285 - Utilities	\$265.19	\$0.00	\$265.19	01/31/19	9708	ASCUC#	\$0.00
7575770	Civic Center				1.18.6285 - Utilities	\$1,032.20	\$0.00	\$1,032.20	01/31/19	9708	ASCUC#	\$0.00
6506951	PD				1.18.6285 - Utilities	\$187.02	\$0.00	\$187.02	01/31/19	9708	ASCUC#	\$0.00
4246290	WWTP				2.51.6285 - Utilities	\$305.22	\$0.00	\$305.22	01/31/19	9708	ASCUC#	\$0.00
1490440	Street lights				3.30.6255 - Street Lights	\$0.00	\$0.00	\$0.00				\$0.00
9438060	Roof				1.18.6285 - Utilities	\$0.00	\$0.00	\$0.00				\$0.00
6109570	Perkinsville Road				1.18.6285 - Utilities	\$147.90	\$0.00	\$147.90	01/31/19	9708	ASCUC#	\$0.00
8061950	Sunshine Hill water tank				2.50.6285 - Utilities Exp - Water	\$42.02	\$0.00	\$42.02	01/31/19	9708	ASCUC#	\$0.00
					INVOICE A.P.S.-25 TOTALS:	\$3,217.90	\$0.00	\$3,217.90				\$0.00
					APS TOTALS:	\$7,052.23	\$0.00	\$7,052.23				\$0.00
VENDOR: 120 - ARROW EXPRESS												
011619N		01/16/19	01/16/19	02/15/19								
	Sewer sample shipping - 113995				2.51.6240 - Service Tests/System Testi	\$45.00	\$0.00	\$45.00	01/16/19	9671	ASCUC#	\$0.00
					INVOICE 011619N TOTALS:	\$45.00	\$0.00	\$45.00				\$0.00
					ARROW EXPRESS TOTALS:	\$45.00	\$0.00	\$45.00				\$0.00
VENDOR: 122 - AT&T												
012319B		01/23/19	01/23/19	02/22/19								
	287251435682x01152019 PD				1.13.6265 - Telephone	\$45.52	\$0.00	\$45.52	01/23/19	9692	ASCUC#	\$0.00
					INVOICE 012319B TOTALS:	\$45.52	\$0.00	\$45.52				\$0.00
					AT&T TOTALS:	\$45.52	\$0.00	\$45.52				\$0.00
VENDOR: 124 - QLT CONSUMER LEASE SERVICES												
010819D		01/08/19	01/08/19	02/07/19								
	Equipment lease - Dec 29 - Mar 29				1.13.6120 - Dispatch Fees	\$20.15	\$0.00	\$20.15	01/08/19	9645	ASCUC#	\$0.00
					INVOICE 010819D TOTALS:	\$20.15	\$0.00	\$20.15				\$0.00
					QLT CONSUMER LEASE SERVICES TOTALS:	\$20.15	\$0.00	\$20.15				\$0.00
VENDOR: 135 - AMRRP - WC												
AMRRP-WC-5		01/02/19	01/02/19	01/02/19								
	Premium - GG				1.11.5013 - Workers Compensation	\$329.00	\$0.00	\$329.00	01/02/19	9629	ASCUC#	\$0.00
	Premium - CT				1.12.5013 - Worker's Compensation	\$78.00	\$0.00	\$78.00	01/02/19	9629	ASCUC#	\$0.00
	Premium - PD				1.13.5013 - Worker's Compensation	\$7,217.00	\$0.00	\$7,217.00	01/02/19	9629	ASCUC#	\$0.00
	Premium - FD				1.14.5013 - Worker's Compensation	\$4,055.00	\$0.00	\$4,055.00	01/02/19	9629	ASCUC#	\$0.00
	Premium - LB				1.15.5013 - Worker's Compensation	\$91.00	\$0.00	\$91.00	01/02/19	9629	ASCUC#	\$0.00
	Premium - PZ				1.16.5013 - Worker's Compensation	\$163.00	\$0.00	\$163.00	01/02/19	9629	ASCUC#	\$0.00
	Premium - parks				1.17.5013 - Worker's Compensation	\$98.00	\$0.00	\$98.00	01/02/19	9629	ASCUC#	\$0.00
	Premium - prop				1.18.5013 - Worker's Compensation	\$555.00	\$0.00	\$555.00	01/02/19	9629	ASCUC#	\$0.00
	Premium - KJAW				1.19.5013 - DO NOT USE	\$0.00	\$0.00	\$0.00	01/02/19	9629	ASCUC#	\$0.00
	Premium - water				2.50.5013 - Worker's Compensation	\$1,342.00	\$0.00	\$1,342.00	01/02/19	9629	ASCUC#	\$0.00

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

Ledger as of : 1/1/2019 to 1/31/2019

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Premium - sewer				2.51.5013 - Worker's Compensation	\$665.00	\$0.00	\$665.00	01/02/19	9629	ASCUC†	\$0.00
Premium - trash				2.52.5013 - Worker's Compensation	\$1,864.00	\$0.00	\$1,864.00	01/02/19	9629	ASCUC†	\$0.00
Premium - HURF				3.30.5013 - Worker's Compensation	\$578.00	\$0.00	\$578.00	01/02/19	9629	ASCUC†	\$0.00
				INVOICE AMRRP-WC-5 TOTALS:	\$17,035.00	\$0.00	\$17,035.00				\$0.00
				AMRRP - WC TOTALS:	\$17,035.00	\$0.00	\$17,035.00				\$0.00
VENDOR: 157 - BOUND TREE MEDICAL, LLC											
010819N	01/08/19	01/08/19	02/07/19	1.14.6181 - Medical Supplies Exp	\$47.68	\$0.00	\$47.68	01/08/19	9646	ASCUC†	\$0.00
103795, 83061721 FD				INVOICE 010819N TOTALS:	\$47.68	\$0.00	\$47.68				\$0.00
				BOUND TREE MEDICAL, LLC TOTALS:	\$47.68	\$0.00	\$47.68				\$0.00
VENDOR: 164 - ARIZONA SUPERIOR COURT											
012419L	01/24/19	01/24/19	01/24/19	1.12.6110 - Contract Services	\$77.60	\$0.00	\$77.60	01/24/19	9699	ASCUC†	\$0.00
6-21819 CT				INVOICE 012419L TOTALS:	\$77.60	\$0.00	\$77.60				\$0.00
				ARIZONA SUPERIOR COURT TOTALS:	\$77.60	\$0.00	\$77.60				\$0.00
VENDOR: 167 - OFFICE DEPOT											
010919W	01/09/19	03/10/19		1.11.6190 - Office Supplies	\$33.54	\$0.00	\$33.54	01/09/19	9660	ASCUC†	\$0.00
63266436, 253640507001 GG				1.11.6190 - Office Supplies	\$6.51	\$0.00	\$6.51	01/09/19	9660	ASCUC†	\$0.00
63266436, 253195430001 GG				INVOICE 010919W TOTALS:	\$40.05	\$0.00	\$40.05				\$0.00
				OFFICE DEPOT TOTALS:	\$40.05	\$0.00	\$40.05				\$0.00
VENDOR: 168 - CENTURY LINK											
012319D	01/23/19	03/24/19		1.11.6190 - Office Supplies	\$190.00	\$0.00	\$190.00	01/16/19	9672	ASCUC†	\$0.00
63266436, 257600573001 GG				1.11.6190 - Office Supplies	\$23.99	\$0.00	\$23.99	01/16/19	9672	ASCUC†	\$0.00
				INVOICE 011619M TOTALS:	\$213.99	\$0.00	\$213.99				\$0.00
				OFFICE DEPOT TOTALS:	\$213.99	\$0.00	\$213.99				\$0.00
				OFFICE DEPOT TOTALS:	\$324.20	\$0.00	\$324.20				\$0.00
VENDOR: 168 - CENTURY LINK											
CENTURYLINK-33	01/23/19	02/07/19		1.13.6265 - Telephone	\$31.06	\$0.00	\$31.06	01/23/19	9694	ASCUC†	\$0.00
928 634 2245 PD				1.14.6265 - Telephone	\$60.99	\$0.00	\$60.99	01/23/19	9694	ASCUC†	\$0.00
928 634 6647 FD				2.50.6265 - Telephone Exp - Water	\$15.06	\$0.00	\$15.06	01/23/19	9694	ASCUC†	\$0.00
928 634 6714 water				2.51.6265 - Telephone Exp - Sewer	\$15.06	\$0.00	\$15.06	01/23/19	9694	ASCUC†	\$0.00
928 634 6714 sewer				2.52.6265 - Telephone Exp - Trash	\$15.05	\$0.00	\$15.05	01/23/19	9694	ASCUC†	\$0.00
928 634 6714 trash				1.17.6265 - Telephone	\$15.05	\$0.00	\$15.05	01/23/19	9694	ASCUC†	\$0.00
928 634 6714 parks											

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

Ledger as of : 1/1/2019 to 1/31/2019

Invoice Number Description	Inv. Date	Post. Date	Due. Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
928 634 6714 HURF				3.30.6265 - Telephone	\$15.05	\$0.00	\$15.05	01/23/19	9694	ASCUCH	\$0.00
928 634 7941 GG DSL				1.11.6265 - Telephone	\$239.91	\$0.00	\$239.91	01/23/19	9694	ASCUCH	\$0.00
928 634 7943 GG				1.11.6265 - Telephone	\$148.11	\$0.00	\$148.11	01/23/19	9694	ASCUCH	\$0.00
928 634 8992 PD				1.13.6265 - Telephone	\$169.07	\$0.00	\$169.07	01/23/19	9694	ASCUCH	\$0.00
928 639 0574 LB				1.15.6265 - Telephone	\$78.55	\$0.00	\$78.55	01/23/19	9694	ASCUCH	\$0.00
928 649 2776 PD				1.13.6265 - Telephone	\$37.53	\$0.00	\$37.53	01/23/19	9694	ASCUCH	\$0.00
928 649 3034 FD				1.14.6265 - Telephone	\$118.58	\$0.00	\$118.58	01/23/19	9694	ASCUCH	\$0.00
928 649 3250 CT				1.12.6265 - Telephone	\$65.38	\$0.00	\$65.38	01/23/19	9694	ASCUCH	\$0.00
INVOICE CENTURYLINK-33 TOTALS:					\$1,024.45	\$0.00	\$1,024.45				\$0.00
013119H	01/31/19	01/31/19	02/15/19								
928 634 7943 past due long distanc				1.11.6265 - Telephone	\$164.69	\$0.00	\$164.69	01/31/19	9715	ASCUCH	\$0.00
INVOICE 013119H TOTALS:					\$164.69	\$0.00	\$164.69				\$0.00
CENTURY LINK TOTALS:					\$1,189.14	\$0.00	\$1,189.14				\$0.00
VENDOR: 169 - VERDE VALLEY RENTALS, INC											
012419N	01/24/19	01/24/19	02/23/19								
64433-2 replaces ck. #9571 vendo				3.30.6230 - Rep and Maint - Infrastruct	\$88.98	\$0.00	\$88.98	01/24/19	9700	ASCUCH	\$0.00
64433-2 stop payment fee				3.30.6230 - Rep and Maint - Infrastruct	(\$35.00)	\$0.00	(\$35.00)	01/24/19	9700	ASCUCH	\$0.00
INVOICE 012419N TOTALS:					\$53.98	\$0.00	\$53.98				\$0.00
121218GCR	01/24/19	01/24/19	02/23/19								
64433-2 HURF				3.30.6230 - Rep and Maint - Infrastruct	(\$88.98)	\$0.00	(\$88.98)	01/24/19	9700	ASCUCH	\$0.00
INVOICE 121218GCR TOTALS:					(\$88.98)	\$0.00	(\$88.98)				\$0.00
VERDE VALLEY RENTALS, INC TOTALS:											
VENDOR: 170 - THYSSENKRUPP ELEVATOR CORP											
010219E	01/02/19	01/02/19	01/02/19								
51348, 3004358653 prop				1.18.6110 - Contract Services	\$1,024.13	\$0.00	\$1,024.13	01/02/19	9630	ASCUCH	\$0.00
INVOICE 010219E TOTALS:					\$1,024.13	\$0.00	\$1,024.13				\$0.00
THYSSENKRUPP ELEVATOR CORP TOTALS:											
VENDOR: 185 - COTTONWOOD EXPRESS LUBE											
011619I	01/16/19	01/16/19	01/16/19								
45180 PD labor				1.13.6220 - Rep and Maint - Vehicles	\$38.00	\$0.00	\$38.00	01/16/19	9673	ASCUCH	\$0.00
45180 PD parts				1.13.6220 - Rep and Maint - Vehicles	\$180.54	\$0.00	\$180.54	01/16/19	9673	ASCUCH	\$0.00
INVOICE 011619I TOTALS:					\$218.54	\$0.00	\$218.54				\$0.00
COTTONWOOD EXPRESS LUBE TOTALS:											
VENDOR: 203 - SMART DOCUMENT SOLUTIONS											
011619A	01/16/19	01/16/19	01/16/19								
C10253, CT1221-01 GG				1.11.6191 - Copier & Equip Lease Expe	\$358.74	\$0.00	\$358.74	01/16/19	9674	ASCUCH	\$0.00

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

Ledger as of : 1/1/2019 to 1/31/2019

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
INVOICE 011619A TOTALS:					\$358.74	\$0.00	\$358.74				\$0.00
SMART DOCUMENT SOLUTIONS TOTALS:					\$358.74	\$0.00	\$358.74				\$0.00
VENDOR: 204 - SEDONA RECYCLES, INC											
010819J Recycling Services, 119	01/08/19	01/08/19	01/08/19	2.52.6111 - Recycling Contract Exp	\$120.00	\$0.00	\$120.00	01/08/19	9647	ASCUCF	\$0.00
INVOICE 010819J TOTALS:					\$120.00	\$0.00	\$120.00				\$0.00
013119I Recycling Services, 219 RE	01/31/19	01/31/19	01/31/19	2.52.6111 - Recycling Contract Exp	\$120.00	\$0.00	\$120.00	01/31/19	9716	ASCUCF	\$0.00
INVOICE 013119I TOTALS:					\$120.00	\$0.00	\$120.00				\$0.00
SEDONA RECYCLES, INC TOTALS:					\$240.00	\$0.00	\$240.00				\$0.00
VENDOR: 207 - HOME DEPOT CREDIT SERVICES											
010219F 3429 prop	01/02/19	01/02/19	01/22/19	1.18.6195 - Operating Supplies - Prope	\$164.00	\$0.00	\$164.00	01/02/19	9631	ASCUCF	\$0.00
INVOICE 010219F TOTALS:					\$164.00	\$0.00	\$164.00				\$0.00
013019F 3429 sewer 3429 water 3429 prop 3429 parks 3429 trash 3429 HURF	01/30/19	01/30/19	02/19/19	2.51.6280 - Uniform Exp Sewer 2.50.6280 - Uniform Exp Water 1.17.6280 - Uniform Exp Properties 1.17.6280 - Uniform Exp Parks 2.52.6280 - Uniform Exp Trash 3.30.6280 - Uniform Exp - HURF	\$9.05 \$9.05 \$9.04 \$9.04 \$9.05 \$9.04	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00	\$9.05 \$9.05 \$9.04 \$9.04 \$9.05 \$9.04	01/31/19 01/31/19 01/31/19 01/31/19 01/31/19 01/31/19	9709 9709 9709 9709 9709 9709	ASCUCF ASCUCF ASCUCF ASCUCF ASCUCF ASCUCF	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00
INVOICE 013019F TOTALS:					\$54.27	\$0.00	\$54.27				\$0.00
013019G 3429 HURF 3429 prop	01/30/19	01/30/19	02/19/19	3.30.6195 - Operating Supplies - HURF 1.18.6215 - R&M Building - Properties	\$36.12 \$287.47	\$0.00 \$0.00	\$36.12 \$287.47	01/31/19 01/31/19	9709 9709	ASCUCF ASCUCF	\$0.00 \$0.00
INVOICE 013019G TOTALS:					\$323.59	\$0.00	\$323.59				\$0.00
HOME DEPOT CREDIT SERVICES TOTALS:					\$541.86	\$0.00	\$541.86				\$0.00
VENDOR: 218 - VERIZON WIRELESS											
VERIZON-30 928 300 5987 PZ Barty 928 300 8701 FD Rusty 928 301 1878 water Eric 928 301 1878 sewer Eric 928 301 1878 trash Eric 928 301 2381 water Garrett 928 301 2381 sewer Garrett 928 301 2381 trash Garrett 928 821 0133 shuttle driver - Leo	01/08/19	01/08/19	02/02/19	1.16.6265 - Telephone 1.14.6265 - Telephone 2.50.6265 - Telephone Exp - Water 2.51.6265 - Telephone Exp - Sewer 2.52.6265 - Telephone Exp - Trash 2.50.6265 - Telephone Exp - Water 2.51.6265 - Telephone Exp - Sewer 2.52.6265 - Telephone Exp - Trash	\$37.20 \$65.01 \$11.75 \$11.75 \$11.76 \$11.75 \$11.75 \$11.76	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00	\$37.20 \$65.01 \$11.75 \$11.75 \$11.76 \$11.75 \$11.75 \$11.76	01/08/19 01/08/19 01/08/19 01/08/19 01/08/19 01/08/19 01/08/19 01/08/19	9648 9648 9648 9648 9648 9648 9648 9648	ASCUCF ASCUCF ASCUCF ASCUCF ASCUCF ASCUCF ASCUCF ASCUCF	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00
HOME DEPOT CREDIT SERVICES TOTALS:					\$34.20	\$0.00	\$34.20				\$0.00

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

Ledger as of : 1/1/2019 to 1/31/2019

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
928 821 8243 water Xanadu				2.50.6265 - Telephone Exp - Water	\$7.85	\$0.00	\$7.85	01/08/19	9648	ASCUC†	\$0.00
928 821 8243 sewer Xanadu				2.51.6265 - Telephone Exp - Sewer	\$7.85	\$0.00	\$7.85	01/08/19	9648	ASCUC†	\$0.00
928 821 8243 trash Xanadu				2.52.6265 - Telephone Exp - Trash	\$7.85	\$0.00	\$7.85	01/08/19	9648	ASCUC†	\$0.00
928 821 8335 water Lyle				2.50.6265 - Telephone Exp - Water	\$11.40	\$0.00	\$11.40	01/08/19	9648	ASCUC†	\$0.00
928 821 8335 sewer Lyle				2.51.6265 - Telephone Exp - Sewer	\$11.40	\$0.00	\$11.40	01/08/19	9648	ASCUC†	\$0.00
928 821 8335 trash Lyle				2.52.6265 - Telephone Exp - Trash	\$11.40	\$0.00	\$11.40	01/08/19	9648	ASCUC†	\$0.00
access charges water				2.50.6265 - Telephone Exp - Water	\$10.74	\$0.00	\$10.74	01/08/19	9648	ASCUC†	\$0.00
access charges sewer				2.51.6265 - Telephone Exp - Sewer	\$10.74	\$0.00	\$10.74	01/08/19	9648	ASCUC†	\$0.00
access charges trash				2.52.6265 - Telephone Exp - Trash	\$10.74	\$0.00	\$10.74	01/08/19	9648	ASCUC†	\$0.00
access charges GG				1.11.6265 - Telephone	\$10.74	\$0.00	\$10.74	01/08/19	9648	ASCUC†	\$0.00
access charges FD				1.14.6265 - Telephone	\$10.73	\$0.00	\$10.73	01/08/19	9648	ASCUC†	\$0.00
access charges PZ				1.16.6265 - Telephone	\$10.73	\$0.00	\$10.73	01/08/19	9648	ASCUC†	\$0.00
				1.11.6265 - Telephone	\$0.00	\$0.00	\$0.00				\$0.00
				INVOICE VERIZON-30 TOTALS:	\$329.10	\$0.00	\$329.10				\$0.00
				VERIZON WIRELESS TOTALS:	\$329.10	\$0.00	\$329.10				\$0.00
VENDOR: 224 - LEGEND											
010919V	01/09/19	01/09/19	02/08/19								
Acct 00-0001475, Inv. 1900101 sewer				2.51.6240 - Service Tests/System Testi	\$51.00	\$0.00	\$51.00	01/09/19	9661	ASCUC†	\$0.00
Acct 00-0001475, Inv. 1900312 sewer				2.51.6240 - Service Tests/System Testi	\$292.00	\$0.00	\$292.00	01/09/19	9661	ASCUC†	\$0.00
Acct 00-0001475, Inv. 1900313 sewer				2.51.6240 - Service Tests/System Testi	\$1,361.80	\$0.00	\$1,361.80	01/09/19	9661	ASCUC†	\$0.00
				INVOICE 010919V TOTALS:	\$1,704.80	\$0.00	\$1,704.80				\$0.00
011619C	01/16/19	01/16/19	02/15/19								
Acct 00-0001475, Inv. 1900668 sewer				2.51.6240 - Service Tests/System Testi	\$51.00	\$0.00	\$51.00	01/16/19	9675	ASCUC†	\$0.00
				INVOICE 011619C TOTALS:	\$51.00	\$0.00	\$51.00				\$0.00
011719P	01/17/19	01/17/19	02/16/19								
Acct 00-0001475, Inv. 1900709 water				2.50.6240 - Service Tests/System Testi	\$15.00	\$0.00	\$15.00	01/17/19	9685	ASCUC†	\$0.00
Acct 00-0001475, Inv. 1900709 sewer				2.51.6240 - Service Tests/System Testi	\$955.40	\$0.00	\$955.40	01/17/19	9685	ASCUC†	\$0.00
				INVOICE 011719P TOTALS:	\$970.40	\$0.00	\$970.40				\$0.00
012419M	01/24/19	01/24/19	02/23/19								
Acct 00-0001475, Inv. 1901007 sewer				2.51.6240 - Service Tests/System Testi	\$51.00	\$0.00	\$51.00	01/24/19	9701	ASCUC†	\$0.00
				INVOICE 012419M TOTALS:	\$51.00	\$0.00	\$51.00				\$0.00
				LEGEND TOTALS:	\$2,777.20	\$0.00	\$2,777.20				\$0.00
VENDOR: 230 - PETTY CASH - GG											
010219A	01/02/19	01/02/19	01/02/19								
reimbursement GG				1.11.6195 - Operating Supplies - Gen C	\$155.95	\$0.00	\$155.95	01/02/19	9632	ASCUC†	\$0.00
reimbursement GG				1.11.6185 - Miscellaneous	\$3.25	\$0.00	\$3.25	01/02/19	9632	ASCUC†	\$0.00
reimbursement prop				1.18.6215 - R&M Building - Properties	\$67.00	\$0.00	\$67.00	01/02/19	9632	ASCUC†	\$0.00
reimbursement PZ				1.16.6185 - Miscellaneous	\$25.85	\$0.00	\$25.85	01/02/19	9632	ASCUC†	\$0.00
reimbursement FD				1.14.6185 - Miscellaneous	\$5.00	\$0.00	\$5.00	01/02/19	9632	ASCUC†	\$0.00
				INVOICE 010219A TOTALS:	\$257.05	\$0.00	\$257.05				\$0.00

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

Ledger as of : 1/1/2019 to 1/31/2019

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
VENDOR: 234 - ARIZONA SECRETARY OF STATE											
012919JS Notary renewal J. Savage	01/29/19	01/29/19	01/29/19	1.11.6125 - Dues, Subs & Memberships:	\$43.00	\$0.00	\$43.00	01/29/19	9706	ASCUC†	\$0.00
INVOICE 012919JS TOTALS:					\$43.00	\$0.00	\$43.00				\$0.00
ARIZONA SECRETARY OF STATE TOTALS:					\$43.00	\$0.00	\$43.00				\$0.00
VENDOR: 237 - UNISOURCE ENERGY SERVICES											
UNISOURCE-31 693726 PD	01/23/19	01/23/19	02/12/19	1.18.6285 - Utilities	\$50.93	\$0.00	\$50.93	01/23/19	9695	ASCUC†	\$0.00
055982 FD				1.18.6285 - Utilities	\$239.79	\$0.00	\$239.79	01/23/19	9695	ASCUC†	\$0.00
750593 Civic Center				1.18.6285 - Utilities	\$691.63	\$0.00	\$691.63	01/23/19	9695	ASCUC†	\$0.00
435334 Town yard				1.18.6285 - Utilities	\$226.29	\$0.00	\$226.29	01/23/19	9695	ASCUC†	\$0.00
235334 Co-op				1.18.6285 - Utilities	\$218.34	\$0.00	\$218.34	01/23/19	9695	ASCUC†	\$0.00
INVOICE UNISOURCE-31 TOTALS:					\$1,426.98	\$0.00	\$1,426.98				\$0.00
VENDOR: 238 - VERDE VALLEY HARDWARE											
UNISOURCE ENERGY SERVICES TOTALS:					\$1,426.98	\$0.00	\$1,426.98				\$0.00
010919Y 2860 sewer	01/09/19	01/09/19	01/24/19	2.51.6230 - Rep and Maint - Infrastruct	\$89.92	\$0.00	\$89.92	01/09/19	9662	ASCUC†	\$0.00
2860 contingency				7.25.6276 - Wildlands Exp - Contingent	\$108.17	\$0.00	\$108.17	01/09/19	9662	ASCUC†	\$0.00
2860 sewer				2.51.6195 - Operating Supplies - Sewer	\$15.37	\$0.00	\$15.37	01/09/19	9662	ASCUC†	\$0.00
2860 prop				1.18.6195 - Operating Supplies - Prope	\$33.55	\$0.00	\$33.55	01/09/19	9662	ASCUC†	\$0.00
2860 HURF				3.30.6195 - Operating Supplies - HURF	\$25.05	\$0.00	\$25.05	01/09/19	9662	ASCUC†	\$0.00
INVOICE 010919Y TOTALS:					\$272.06	\$0.00	\$272.06				\$0.00
010919Z 2860 sewer	01/09/19	01/09/19	01/24/19	2.51.6185 - Miscellaneous	\$11.72	\$0.00	\$11.72	01/09/19	9662	ASCUC†	\$0.00
2860 water				2.50.6185 - Miscellaneous	\$11.72	\$0.00	\$11.72	01/09/19	9662	ASCUC†	\$0.00
2860 prop				1.18.6185 - Miscellaneous	\$11.72	\$0.00	\$11.72	01/09/19	9662	ASCUC†	\$0.00
2860 parks				1.17.6185 - Miscellaneous	\$11.72	\$0.00	\$11.72	01/09/19	9662	ASCUC†	\$0.00
2860 trash				2.52.6185 - Miscellaneous	\$11.72	\$0.00	\$11.72	01/09/19	9662	ASCUC†	\$0.00
2860 HURF				3.30.6185 - Miscellaneous	\$11.72	\$0.00	\$11.72	01/09/19	9662	ASCUC†	\$0.00
INVOICE 010919Z TOTALS:					\$70.32	\$0.00	\$70.32				\$0.00
VERDE VALLEY HARDWARE TOTALS:					\$342.38	\$0.00	\$342.38				\$0.00
VENDOR: 249 - POSTMASTER											
010819NL Postage for Jan/Feb 2019 Newsletter	01/08/19	01/08/19	01/08/19	1.11.6200 - Postage	\$62.87	\$0.00	\$62.87	01/08/19	9659	ASCUC†	\$0.00
INVOICE 010819NL TOTALS:					\$62.87	\$0.00	\$62.87				\$0.00

*V - Denotes Voided Check Entries

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

Ledger as of : 1/1/2019 to 1/31/2019

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
VENDOR: 252 - NAPA AUTO PARTS											
010819H											
31380 sewer	01/08/19	01/08/19	01/28/19	2.51.6220 - Rep and Maint - Vehicles	\$55.47	\$0.00	\$55.47	01/08/19	9650	ASCUC†	\$0.00
31380 water				2.50.6220 - Rep and Maint - Vehicles	\$55.47	\$0.00	\$55.47	01/08/19	9650	ASCUC†	\$0.00
31380 prop				1.18.6220 - Rep and Maint - Vehicles	\$55.44	\$0.00	\$55.44	01/08/19	9650	ASCUC†	\$0.00
31380 parks				1.17.6220 - Rep and Maint - Vehicles	\$55.44	\$0.00	\$55.44	01/08/19	9650	ASCUC†	\$0.00
31380 trash				2.52.6220 - Rep and Maint - Vehicles	\$55.47	\$0.00	\$55.47	01/08/19	9650	ASCUC†	\$0.00
31380 HURF				3.30.6220 - Rep and Maint - Vehicles	\$55.47	\$0.00	\$55.47	01/08/19	9650	ASCUC†	\$0.00
INVOICE 010819H TOTALS:					\$332.76	\$0.00	\$332.76				\$0.00
010819I											
31380 prop	01/08/19	01/08/19	01/28/19	1.18.6195 - Operating Supplies - Prope	\$27.25	\$0.00	\$27.25	01/08/19	9650	ASCUC†	\$0.00
31380 trash				2.52.6220 - Rep and Maint - Vehicles	\$69.44	\$0.00	\$69.44	01/08/19	9650	ASCUC†	\$0.00
INVOICE 010819I TOTALS:					\$96.69	\$0.00	\$96.69				\$0.00
NAPA AUTO PARTS TOTALS:					\$429.45	\$0.00	\$429.45				\$0.00
VENDOR: 255 - CITY OF COTTONWOOD											
010919X											
Dispatch fees - January 2019	01/09/19	01/09/19	01/09/19	1.14.6120 - Dispatch Fees	\$484.08	\$0.00	\$484.08	01/09/19	9663	ASCUC†	\$0.00
INVOICE 010919X TOTALS:					\$484.08	\$0.00	\$484.08				\$0.00
CITY OF COTTONWOOD TOTALS:					\$484.08	\$0.00	\$484.08				\$0.00
VENDOR: 265 - CONTRACT WASTEWATER OPERATIONS											
010819A											
1014183 water, Dec.2018	01/08/19	01/08/19	02/02/19	2.50.6110 - Contract Services	\$900.00	\$0.00	\$900.00	01/08/19	9651	ASCUC†	\$0.00
1014183 WWTP, Dec.2018				2.51.6110 - Contract Services	\$3,200.00	\$0.00	\$3,200.00	01/08/19	9651	ASCUC†	\$0.00
INVOICE 010819A TOTALS:					\$4,100.00	\$0.00	\$4,100.00				\$0.00
CONTRACT WASTEWATER OPERATIONS TOTALS:					\$4,100.00	\$0.00	\$4,100.00				\$0.00
VENDOR: 270 - KATHLEEN JARVIS											
011919O											
reimbursement LB	01/17/19	01/17/19	01/24/19	1.15.6195 - Operating Supplies - Librar	\$297.29	\$0.00	\$297.29	01/17/19	9686	ASCUC†	\$0.00
reimbursement LB				1.15.6190 - Office Supplies	\$116.35	\$0.00	\$116.35	01/17/19	9686	ASCUC†	\$0.00
INVOICE 011919O TOTALS:					\$413.64	\$0.00	\$413.64				\$0.00
KATHLEEN JARVIS TOTALS:					\$413.64	\$0.00	\$413.64				\$0.00
VENDOR: 277 - JEROME CHAMBER OF COMMERCE											
011619H											
341 GG	01/16/19	01/16/19	01/23/19	1.11.6185 - Miscellaneous	\$84.64	\$0.00	\$84.64	01/16/19	9676	ASCUC†	\$0.00

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

Ledger as of : 1/1/2019 to 1/31/2019

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
INVOICE 011619H TOTALS:					\$84.64	\$0.00	\$84.64				\$0.00
JEROME CHAMBER OF COMMERCE TOTALS:					\$84.64	\$0.00	\$84.64				\$0.00
VENDOR: 295 - GRAFIX SHOPPE											
0108190	01/08/19	01/08/19	02/07/19	6.70.6185 - Misc Exp - Cap Grants	\$615.00	\$0.00	\$615.00	01/08/19	9652	ASCUCH	\$0.00
125074	FD			INVOICE 0108190 TOTALS:	\$615.00	\$0.00	\$615.00				\$0.00
GRAFIX SHOPPE TOTALS:					\$615.00	\$0.00	\$615.00				\$0.00
VENDOR: 368 - FLAME PROPANE											
010919T	01/09/19	01/09/19	02/08/19	1.18.6285 - Utilities	\$103.40	\$0.00	\$103.40	01/09/19	9664	ASCUCH	\$0.00
201847362	3086784662 prop			INVOICE 010919T TOTALS:	\$103.40	\$0.00	\$103.40				\$0.00
FLAME PROPANE TOTALS:					\$103.40	\$0.00	\$103.40				\$0.00
VENDOR: 382 - THOMSON REUTERS - WEST											
011619D	01/16/19	01/16/19	02/15/19	1.12.6125 - Dues and Subscriptions	\$152.69	\$0.00	\$152.69	01/16/19	9677	ASCUCH	\$0.00
839640707	CT			INVOICE 011619D TOTALS:	\$152.69	\$0.00	\$152.69				\$0.00
THOMSON REUTERS - WEST TOTALS:					\$152.69	\$0.00	\$152.69				\$0.00
VENDOR: 384 - USA BLUE BOOK											
010919S	01/09/19	01/09/19	02/08/19	2.51.6225 - Rep and Maint - Equipment	\$3,066.80	\$0.00	\$3,066.80	01/09/19	9665	ASCUCH	\$0.00
959133	770530 sewer			INVOICE 010919S TOTALS:	\$3,066.80	\$0.00	\$3,066.80				\$0.00
USA BLUE BOOK TOTALS:					\$3,066.80	\$0.00	\$3,066.80				\$0.00
VENDOR: 427 - MUNICIPAL EMERGENCY SERVICES											
012419I	01/24/19	01/24/19	02/23/19	6.70.6185 - Misc Exp - Cap Grants	\$2,403.95	\$0.00	\$2,403.95	01/24/19	9702	ASCUCH	\$0.00
IN1299361	fire hose			INVOICE 012419I TOTALS:	\$2,403.95	\$0.00	\$2,403.95				\$0.00
MUNICIPAL EMERGENCY SERVICES TOTALS:					\$2,403.95	\$0.00	\$2,403.95				\$0.00
VENDOR: 429 - PAPERWORK ANALYSIS COMPANY											
010919U	01/09/19	01/09/19	01/29/19	1.11.6190 - Office Supplies	\$510.93	\$0.00	\$510.93	01/09/19	9666	ASCUCH	\$0.00
53009	GG			INVOICE 010919U TOTALS:	\$510.93	\$0.00	\$510.93				\$0.00
PAPERWORK ANALYSIS COMPANY TOTALS:					\$510.93	\$0.00	\$510.93				\$0.00

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

Ledger as of : 1/1/2019 to 1/31/2019

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
VENDOR: 431 - EXPRESS AUTOMOTIVE											
011619J 26386 PD	01/16/19	01/16/19	02/15/19	1.13.6220 - Rep and Maint - Vehicles	\$75.00	\$0.00	\$75.00	01/16/19	9678	ASCUC#	\$0.00
				INVOICE 011619J TOTALS:	\$75.00	\$0.00	\$75.00				\$0.00
				EXPRESS AUTOMOTIVE TOTALS:	\$75.00	\$0.00	\$75.00				\$0.00
VENDOR: 450 - #1 FOOD STORE											
#1FOODSTORE-1	01/08/19	01/08/19	01/08/19	1.11.6245 - Shuttle Expenses	\$65.93	\$0.00	\$65.93	01/08/19	9653	ASCUC#	\$0.00
Town of Jerome shuttle, Dec. 2018				1.13.6145 - Fuel	\$472.31	\$0.00	\$472.31	01/08/19	9653	ASCUC#	\$0.00
Jerome PD, Dec. 2018				1.14.6145 - Fuel	\$464.53	\$0.00	\$464.53	01/08/19	9653	ASCUC#	\$0.00
Jerome FD, Dec. 2018				INVOICE #1FOODSTORE-1 TOTALS:	\$1,002.77	\$0.00	\$1,002.77				\$0.00
				#1 FOOD STORE TOTALS:	\$1,002.77	\$0.00	\$1,002.77				\$0.00
VENDOR: 502 - DANA KEPNER CO											
012419H	01/24/19	01/24/19	02/23/19	2.50.6230 - Rep and Maint - Infrastruct	\$625.64	\$0.00	\$625.64	01/24/19	9703	ASCUC#	\$0.00
5124, 9011643-00 water				2.50.6230 - Rep and Maint - Infrastruct	\$117.91	\$0.00	\$117.91	01/24/19	9703	ASCUC#	\$0.00
5124, 9011643-01 water				2.50.6230 - Rep and Maint - Infrastruct	\$625.72	\$0.00	\$625.72	01/24/19	9703	ASCUC#	\$0.00
5124, 9011670-00 water				2.50.6230 - Rep and Maint - Infrastruct	\$101.46	\$0.00	\$101.46	01/24/19	9703	ASCUC#	\$0.00
5124, 9007329-00 water				INVOICE 012419H TOTALS:	\$1,470.73	\$0.00	\$1,470.73				\$0.00
				#1 FOOD STORE TOTALS:	\$1,470.73	\$0.00	\$1,470.73				\$0.00
VENDOR: 513 - HANSON AGGREGATES LLC											
010819K	01/08/19	01/08/19	02/07/19	3.30.6230 - Rep and Maint - Infrastruct	\$149.54	\$0.00	\$149.54	01/08/19	9654	ASCUC#	\$0.00
1098010 HURF				INVOICE 010819K TOTALS:	\$149.54	\$0.00	\$149.54				\$0.00
				HANSON AGGREGATES LLC TOTALS:	\$149.54	\$0.00	\$149.54				\$0.00
VENDOR: 624 - GARY SHAPIRO											
010219B	01/02/19	01/02/19	02/01/19	1.18.6215 - R&M Building - Properties	\$26.65	\$0.00	\$26.65	01/02/19	9633	ASCUC#	\$0.00
water heater repair prop - parts				1.18.6215 - R&M Building - Properties	\$71.00	\$0.00	\$71.00	01/02/19	9633	ASCUC#	\$0.00
water heater repair prop - labor				INVOICE 010219B TOTALS:	\$97.65	\$0.00	\$97.65				\$0.00
				GARY SHAPIRO TOTALS:	\$97.65	\$0.00	\$97.65				\$0.00

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

Ledger as of : 1/1/2019 to 1/31/2019

Invoice Number Description	Inv. Date	Post. Date	Due. Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
VENDOR: 663 - TOWN OF JEROME											
010319MA1 Monthly P&I Sewer Bond Transfer	01/03/19	01/03/19	01/03/19	1.10.2999 - Suspense Account	\$1,600.00	\$0.00	\$1,600.00	01/03/19	9637	ASCUC†	\$0.00
INVOICE 010319MA1 TOTALS:					\$1,600.00	\$0.00	\$1,600.00				\$0.00
VENDOR: 010319MA2											
Monthly R&E Sewer Bond Transfer	01/03/19	01/03/19	01/03/19	1.10.2999 - Suspense Account	\$455.00	\$0.00	\$455.00	01/03/19	9636	ASCUC†	\$0.00
INVOICE 010319MA2 TOTALS:					\$455.00	\$0.00	\$455.00				\$0.00
TOWN OF JEROME TOTALS:					\$2,055.00	\$0.00	\$2,055.00				\$0.00
VENDOR: 725 - DIESEL DIRECT WEST											
010819G 46690, 0039020 water	01/08/19	01/23/19	01/23/19	2.50.6145 - Fuel	\$53.74	\$0.00	\$53.74	01/08/19	9655	ASCUC†	\$0.00
46690, 0039020 sewer				2.51.6145 - Fuel	\$53.74	\$0.00	\$53.74	01/08/19	9655	ASCUC†	\$0.00
46690, 0039020 trash				2.52.6145 - Fuel	\$307.77	\$0.00	\$307.77	01/08/19	9655	ASCUC†	\$0.00
INVOICE 010819G TOTALS:					\$415.25	\$0.00	\$415.25				\$0.00
VENDOR: 012319C											
46690, 0039190 water	01/23/19	01/23/19	02/07/19	2.50.6145 - Fuel	\$67.25	\$0.00	\$67.25	01/23/19	9696	ASCUC†	\$0.00
46690, 0039190 sewer				2.51.6145 - Fuel	\$67.25	\$0.00	\$67.25	01/23/19	9696	ASCUC†	\$0.00
46690, 0039190 trash				2.52.6145 - Fuel	\$511.33	\$0.00	\$511.33	01/23/19	9696	ASCUC†	\$0.00
INVOICE 012319C TOTALS:					\$645.83	\$0.00	\$645.83				\$0.00
DIESEL DIRECT WEST TOTALS:					\$1,061.08	\$0.00	\$1,061.08				\$0.00
VENDOR: 735 - FOUR-D LLC											
010219C 697 GG	01/02/19	01/02/19	02/01/19	1.11.6193 - Computer Hardware & Serv	\$1,675.00	\$0.00	\$1,675.00	01/02/19	9634	ASCUC†	\$0.00
INVOICE 010219C TOTALS:					\$1,675.00	\$0.00	\$1,675.00				\$0.00
FOUR-D LLC TOTALS:					\$1,675.00	\$0.00	\$1,675.00				\$0.00
VENDOR: 747 - TOWN OF JEROME PR											
010319MA3 Monthly Payroll Transfer	01/03/19	01/03/19	01/03/19	1.10.2999 - Suspense Account	\$90,000.00	\$0.00	\$90,000.00	01/03/19	9638	ASCUC†	\$0.00
INVOICE 010319MA3 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											
011619E 23612 GG	01/16/19	01/16/19	02/15/19	1.11.6170 - Legal Exp - Gen Gov	\$643.50	\$0.00	\$643.50	01/16/19	9679	ASCUC†	\$0.00
23612 PZ				1.16.6170 - Legal Exp - P&Z	\$2,028.00	\$0.00	\$2,028.00	01/16/19	9679	ASCUC†	\$0.00
23612 water				2.50.6170 - Legal Exp - Water	\$1,872.00	\$0.00	\$1,872.00	01/16/19	9679	ASCUC†	\$0.00
INVOICE 011619E TOTALS:					\$4,543.50	\$0.00	\$4,543.50				\$0.00

*V - Denotes Voided Check Entries

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

Ledger as of : 1/1/2019 to 1/31/2019

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
VENDOR: 793 - TOWN OF JEROME - UTILITIES											
TOJUTILITIES-30											
7002-01 Civic Center	01/03/19	01/03/19	02/02/19	1.18.6285 - Utilities	\$216.90	\$0.00	\$216.90	01/03/19	9639	ASCUC†	\$0.00
7015-01 Fire station				1.18.6285 - Utilities	\$137.56	\$0.00	\$137.56	01/03/19	9639	ASCUC†	\$0.00
7031-01 Library				1.18.6285 - Utilities	\$137.56	\$0.00	\$137.56	01/03/19	9639	ASCUC†	\$0.00
7054-01 Police station				1.18.6285 - Utilities	\$177.32	\$0.00	\$177.32	01/03/19	9639	ASCUC†	\$0.00
7060-01 Town yard				1.18.6285 - Utilities	\$137.56	\$0.00	\$137.56	01/03/19	9639	ASCUC†	\$0.00
INVOICE TOJUTILITIES-30 TOTALS:					\$806.90	\$0.00	\$806.90				\$0.00
TOWN OF JEROME - UTILITIES TOTALS:					\$806.90	\$0.00	\$806.90				\$0.00
VENDOR: 794 - BANKCARD CENTER TOJ											
011519BA											
Maverick gas/small engines, Sewer	01/15/19	01/15/19	02/14/19	2.51.6250 - Small Tools and Equipment	\$5.04	\$0.00	\$5.04	01/15/19	9668	ASCUC†	\$0.00
Maverick gas/small engines, Water				2.50.6250 - Small Tools and Equipment	\$5.04	\$0.00	\$5.04	01/15/19	9668	ASCUC†	\$0.00
Maverick gas/small engines, Prop				1.18.6250 - Small Tools and Equipment	\$5.04	\$0.00	\$5.04	01/15/19	9668	ASCUC†	\$0.00
Maverick gas/small engines, Parks				1.17.6250 - Small Tools and Equipment	\$5.04	\$0.00	\$5.04	01/15/19	9668	ASCUC†	\$0.00
Maverick gas/small engines, Trash				2.52.6250 - Small Tools and Equipment	\$5.04	\$0.00	\$5.04	01/15/19	9668	ASCUC†	\$0.00
Maverick gas/small engines, HURF				3.30.6250 - Small Tools and Equipment	\$5.03	\$0.00	\$5.03	01/15/19	9668	ASCUC†	\$0.00
INVOICE 011519BA TOTALS:					\$30.23	\$0.00	\$30.23				\$0.00
011519BB											
Discount Tires, D & K brake pads, S	01/15/19	02/14/19		2.51.6220 - Rep and Maint - Vehicles	\$105.16	\$0.00	\$105.16	01/15/19	9669	ASCUC†	\$0.00
Discount Tires, D & K brake pads, W				2.50.6220 - Rep and Maint - Vehicles	\$105.16	\$0.00	\$105.16	01/15/19	9669	ASCUC†	\$0.00
Discount Tires, D & K brake pads, P				1.18.6220 - Rep and Maint - Vehicles	\$105.10	\$0.00	\$105.10	01/15/19	9669	ASCUC†	\$0.00
Discount Tires, D & K brake pads, P				1.17.6220 - Rep and Maint - Vehicles	\$105.10	\$0.00	\$105.10	01/15/19	9669	ASCUC†	\$0.00
Discount Tires, D & K brake pads, T				2.52.6220 - Rep and Maint - Vehicles	\$105.16	\$0.00	\$105.16	01/15/19	9669	ASCUC†	\$0.00
Discount Tires, D & K brake pads, H				3.30.6220 - Rep and Maint - Vehicles	\$105.18	\$0.00	\$105.18	01/15/19	9669	ASCUC†	\$0.00
INVOICE 011519BB TOTALS:					\$630.86	\$0.00	\$630.86				\$0.00
011519BC											
2415: Council Hotel, GG	01/15/19	02/14/19		1.11.6116 - Training & Education	\$827.82	\$0.00	\$827.82	01/15/19	9667	ASCUC†	\$0.00
Labor Posters, GG				1.11.6185 - Miscellaneous	\$209.97	\$0.00	\$209.97	01/15/19	9667	ASCUC†	\$0.00
Office Supplies, GG				1.11.6190 - Office Supplies	\$38.43	\$0.00	\$38.43	01/15/19	9667	ASCUC†	\$0.00
Website hosting, GG				1.11.6192 - Software Support Exp - GG	\$58.61	\$0.00	\$58.61	01/15/19	9667	ASCUC†	\$0.00
lpad/Moore, Office Computer, GG				1.11.6193 - Computer Hardware & Serv	\$396.27	\$0.00	\$396.27	01/15/19	9667	ASCUC†	\$0.00
Airdata subscription, PD				1.13.6125 - Dues and Subscriptions	\$76.89	\$0.00	\$76.89	01/15/19	9667	ASCUC†	\$0.00
Postage, PD				1.13.6200 - Postage	\$10.09	\$0.00	\$10.09	01/15/19	9667	ASCUC†	\$0.00
Autozone, brake pads, PD				1.13.6220 - Rep and Maint - Vehicles	\$66.23	\$0.00	\$66.23	01/15/19	9667	ASCUC†	\$0.00
Soap dispensers and ink, Prop				1.18.6195 - Operating Supplies - Prop	\$132.88	\$0.00	\$132.88	01/15/19	9667	ASCUC†	\$0.00
Soap dispensers and ink, Prop				3.30.6195 - Operating Supplies - HURF	\$263.31	\$0.00	\$263.31	01/15/19	9667	ASCUC†	\$0.00
Gorlitz cable for power snake, Sewe				2.51.6250 - Small Tools and Equipment	\$370.97	\$0.00	\$370.97	01/15/19	9667	ASCUC†	\$0.00
INVOICE 011519BC TOTALS:					\$2,451.47	\$0.00	\$2,451.47				\$0.00

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Ledger as of: 1/1/2019 to 1/31/2019

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
011519BE	01/15/19	01/15/19	02/14/19								
Overalls from Carhartt, Sewer				2.51.6280 - Uniform Exp Sewer	\$35.20	\$0.00	\$35.20	01/15/19	9668	ASCUC†	\$0.00
Overalls from Carhartt, Water				2.50.6280 - Uniform Exp Water	\$35.20	\$0.00	\$35.20	01/15/19	9668	ASCUC†	\$0.00
Overalls from Carhartt, Prop				1.18.6280 - Uniform Exp Properties	\$35.18	\$0.00	\$35.18	01/15/19	9668	ASCUC†	\$0.00
Overalls from Carhartt, Parks				1.17.6280 - Uniform Exp Parks	\$35.18	\$0.00	\$35.18	01/15/19	9668	ASCUC†	\$0.00
Overalls from Carhartt, Trash				2.52.6280 - Uniform Exp Trash	\$35.20	\$0.00	\$35.20	01/15/19	9668	ASCUC†	\$0.00
Overalls from Carhartt, HURF				3.30.6280 - Uniform Exp - HURF	\$35.22	\$0.00	\$35.22	01/15/19	9668	ASCUC†	\$0.00
				INVOICE 011519BE TOTALS:	\$211.18	\$0.00	\$211.18				\$0.00
				BANKCARD CENTER TOJ TOTALS:	\$3,323.74	\$0.00	\$3,323.74				\$0.00
VENDOR: 795 - BANKCARD CENTER WF											
012219WF	01/22/19	01/22/19	02/21/19								
1961: Surveyor vest, pens and ink,				1.14.6185 - Miscellaneous	\$536.83	\$0.00	\$536.83	01/22/19	9688	ASCUC†	\$0.00
EMT Refresh, Murma. Gonzales, Haney,				1.14.6116 - Training & Education	\$822.37	\$0.00	\$822.37	01/22/19	9688	ASCUC†	\$0.00
				INVOICE 012219WF TOTALS:	\$1,359.20	\$0.00	\$1,359.20				\$0.00
				BANKCARD CENTER WF TOTALS:	\$1,359.20	\$0.00	\$1,359.20				\$0.00
VENDOR: 806 - PRESCOTT LAW GROUP, PLC											
011619K	01/16/19	01/16/19	02/15/19								
2011-00019, 2534 PD				1.13.6172 - Prosecutor Exp	\$3,327.50	\$0.00	\$3,327.50	01/16/19	9680	ASCUC†	\$0.00
				INVOICE 011619K TOTALS:	\$3,327.50	\$0.00	\$3,327.50				\$0.00
				PRESCOTT LAW GROUP, PLC TOTALS:	\$3,327.50	\$0.00	\$3,327.50				\$0.00
VENDOR: 852 - INFINITY FIRE COMMUNICATIONS											
013019D	01/30/19	01/30/19	03/01/19								
19020 FD				6.70.6185 - Misc Exp - Cap Grants	\$3,006.03	\$0.00	\$3,006.03	01/31/19	9711	ASCUC†	\$0.00
				INVOICE 013019D TOTALS:	\$3,006.03	\$0.00	\$3,006.03				\$0.00
				INFINITY FIRE COMMUNICATIONS TOTALS:	\$3,006.03	\$0.00	\$3,006.03				\$0.00
VENDOR: 857 - CNA SURETY											
011519JS	01/15/19	01/15/19	02/14/19								
4 yr Notary Bond, GG				1.11.6125 - Dues, Subs & Memberships	\$50.00	\$0.00	\$50.00	01/15/19	9670	ASCUC†	\$0.00
				INVOICE 011519JS TOTALS:	\$50.00	\$0.00	\$50.00				\$0.00
				CNA SURETY TOTALS:	\$50.00	\$0.00	\$50.00				\$0.00
VENDOR: 860 - VVMC OCCUPATIONAL MEDICINE											
011619F	01/16/19	01/16/19	02/15/19								
2174 sewer				2.51.6185 - Miscellaneous	\$14.67	\$0.00	\$14.67	01/16/19	9681	ASCUC†	\$0.00
2174 water				2.50.6185 - Miscellaneous	\$14.67	\$0.00	\$14.67	01/16/19	9681	ASCUC†	\$0.00
2174 prop				1.18.6185 - Miscellaneous	\$14.66	\$0.00	\$14.66	01/16/19	9681	ASCUC†	\$0.00

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Invoice Number	Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
2174	2174 parks				1.17.6185 - Miscellaneous	\$14.66	\$0.00	\$14.66	01/16/19	9681	ASCUC†	\$0.00
2174	2174 trash				2.52.6185 - Miscellaneous	\$14.67	\$0.00	\$14.67	01/16/19	9681	ASCUC†	\$0.00
2174	2174 HURF				3.30.6185 - Miscellaneous	\$14.67	\$0.00	\$14.67	01/16/19	9681	ASCUC†	\$0.00
					INVOICE 011619F TOTALS:	\$88.00	\$0.00	\$88.00				\$0.00
012419G		01/24/19	01/24/19	02/23/19								
2147	2147 sewer				2.51.6185 - Miscellaneous	\$21.84	\$0.00	\$21.84	01/24/19	9704	ASCUC†	\$0.00
2147	2147 water				2.50.6185 - Miscellaneous	\$21.84	\$0.00	\$21.84	01/24/19	9704	ASCUC†	\$0.00
2147	2147 prop				1.18.6185 - Miscellaneous	\$21.82	\$0.00	\$21.82	01/24/19	9704	ASCUC†	\$0.00
2147	2147 parks				1.17.6185 - Miscellaneous	\$21.82	\$0.00	\$21.82	01/24/19	9704	ASCUC†	\$0.00
2147	2147 trash				2.52.6185 - Miscellaneous	\$21.84	\$0.00	\$21.84	01/24/19	9704	ASCUC†	\$0.00
2147	2147 HURF				3.30.6185 - Miscellaneous	\$21.84	\$0.00	\$21.84	01/24/19	9704	ASCUC†	\$0.00
					INVOICE 012419G TOTALS:	\$131.00	\$0.00	\$131.00				\$0.00
					VVMC OCCUPATIONAL MEDICINE TOTALS:	\$219.00	\$0.00	\$219.00				\$0.00
VENDOR: 866 - DEERE CREDIT, INC.												
JDCFL-34		01/23/19	01/23/19	02/22/19								
030-0064123-000,	030-0064123-000, 2103153 prop				1.18.8040 - Lease Payments	\$77.60	\$0.00	\$77.60	01/23/19	9697	ASCUC†	\$0.00
030-0064123-000,	030-0064123-000, 2103153 parks				1.17.8040 - Lease Payments	\$77.60	\$0.00	\$77.60	01/23/19	9697	ASCUC†	\$0.00
030-0064123-000,	030-0064123-000, 2103153 water				2.50.8040 - Lease Payments	\$271.59	\$0.00	\$271.59	01/23/19	9697	ASCUC†	\$0.00
030-0064123-000,	030-0064123-000, 2103153 sewer				2.51.8040 - Lease Payments	\$271.59	\$0.00	\$271.59	01/23/19	9697	ASCUC†	\$0.00
030-0064123-000,	030-0064123-000, 2103153 HURF				3.30.8040 - Lease Payments	\$77.58	\$0.00	\$77.58	01/23/19	9697	ASCUC†	\$0.00
					INVOICE JDCFL-34 TOTALS:	\$775.96	\$0.00	\$775.96				\$0.00
JDCFL2-1		01/30/19	01/30/19	03/01/19								
510001614248	510001614248 prop				1.18.8040 - Lease Payments	\$21.68	\$0.00	\$21.68	01/31/19	9712	ASCUC†	\$0.00
510001614248	510001614248 parks				1.17.8040 - Lease Payments	\$21.68	\$0.00	\$21.68	01/31/19	9712	ASCUC†	\$0.00
510001614248	510001614248 water				2.50.8040 - Lease Payments	\$75.88	\$0.00	\$75.88	01/31/19	9712	ASCUC†	\$0.00
510001614248	510001614248 sewer				2.51.8040 - Lease Payments	\$75.88	\$0.00	\$75.88	01/31/19	9712	ASCUC†	\$0.00
510001614248	510001614248 HURF				3.30.8040 - Lease Payments	\$21.69	\$0.00	\$21.69	01/31/19	9712	ASCUC†	\$0.00
					INVOICE JDCFL2-1 TOTALS:	\$216.81	\$0.00	\$216.81				\$0.00
					DEERE CREDIT, INC. TOTALS:	\$992.77	\$0.00	\$992.77				\$0.00
VENDOR: 889 - ARROW FIRE & LAND MGMNT LLC												
011619B		01/16/19	01/16/19	01/16/19								
838	838 prop				1.18.6215 - R&M Building - Properties	\$1,000.00	\$0.00	\$1,000.00	01/16/19	9682	ASCUC†	\$0.00
					INVOICE 011619B TOTALS:	\$1,000.00	\$0.00	\$1,000.00				\$0.00
					ARROW FIRE & LAND MGMNT LLC TOTALS:	\$1,000.00	\$0.00	\$1,000.00				\$0.00
VENDOR: 926 - KRISTINE UHLMAN, RG												
010819M		01/08/19	01/08/19	02/07/19								
	travel costs for water planning mee				2.50.6110 - Contract Services	\$538.03	\$0.00	\$538.03	01/08/19	9656	ASCUC†	\$0.00
					INVOICE 010819M TOTALS:	\$538.03	\$0.00	\$538.03				\$0.00

*V - Denotes Voided Check Entries

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

Ledger as of: 1/1/2019 to 1/31/2019

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
KRISTINE UHLMAN, RG TOTALS:											
					\$538.03	\$0.00	\$538.03				\$0.00
VENDOR: 952 - KAIROS HEALTH ARIZONA, INC.											
012419J	01/24/19	01/24/19	02/23/19	1.10.2406 - Health Insurance	\$14,108.85	\$0.00	\$14,108.85	01/24/19	9705	ASCUCF	\$0.00
Health Insurance - Jan. 2019, 0119- INVOICE 012419J TOTALS:					\$14,108.85	\$0.00	\$14,108.85				\$0.00
KAIROS HEALTH ARIZONA, INC. TOTALS:											
					\$14,108.85	\$0.00	\$14,108.85				\$0.00
VENDOR: 968 - PATRIOT DISPOSAL, INC.											
010819F	01/08/19	01/08/19	02/07/19	0040, 2371 trash	\$1,250.80	\$0.00	\$1,250.80	01/08/19	9657	ASCUCF	\$0.00
INVOICE 010819F TOTALS:					\$1,250.80	\$0.00	\$1,250.80				\$0.00
PATRIOT DISPOSAL, INC. TOTALS:					\$1,250.80	\$0.00	\$1,250.80				\$0.00
VENDOR: 970 - HUNTER BACHRACH											
013019C	01/30/19	01/30/19	03/01/19	Project management, Dec 12-13 prop	\$75.00	\$0.00	\$75.00	01/31/19	9713	ASCUCF	\$0.00
INVOICE 013019C TOTALS:					\$75.00	\$0.00	\$75.00				\$0.00
HUNTER BACHRACH TOTALS:					\$75.00	\$0.00	\$75.00				\$0.00
VENDOR: 972 - BLUE 360 MEDIA											
011719Q	01/17/19	01/17/19	02/16/19	Subscriptions CT	\$91.14	\$0.00	\$91.14	01/17/19	9687	ASCUCF	\$0.00
INVOICE 011719Q TOTALS:					\$91.14	\$0.00	\$91.14				\$0.00
BLUE 360 MEDIA TOTALS:					\$91.14	\$0.00	\$91.14				\$0.00
VENDOR: 974 - PURSELL LAW FIRM, PLLC											
013019E	01/30/19	01/30/19	03/01/19	Hollingsworth, Spear, Cain CT	\$1,650.00	\$0.00	\$1,650.00	01/31/19	9714	ASCUCF	\$0.00
INVOICE 013019E TOTALS:					\$1,650.00	\$0.00	\$1,650.00				\$0.00
PURSELL LAW FIRM, PLLC TOTALS:					\$1,650.00	\$0.00	\$1,650.00				\$0.00
VENDOR: 995 - MELANIE ATKIN											
011619G	01/16/19	01/16/19	02/15/19	acct. conference reimbursement GG	\$299.00	\$0.00	\$299.00	01/16/19	9683	ASCUCF	\$0.00
mileage reimbursement GG					\$107.18	\$0.00	\$107.18	01/16/19	9683	ASCUCF	\$0.00
INVOICE 011619G TOTALS:					\$406.18	\$0.00	\$406.18				\$0.00
MELANIE ATKIN TOTALS:					\$406.18	\$0.00	\$406.18				\$0.00

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

Ledger as of : 1/1/2019 to 1/31/2019

Invoice Number Description	Inv. Date	Post. Date	Due Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
VENDOR: ONETIM - DENISE GUTH											
010219D reimbursement for overpayment on bu	01/02/19	01/02/19	02/01/19	1.10.4045 - Business Licenses	\$70.00	\$0.00	\$70.00	01/02/19	9635	ASCUC†	\$0.00
INVOICE 010219D TOTALS:					\$70.00	\$0.00	\$70.00				\$0.00
DENISE GUTH TOTALS:					\$70.00	\$0.00	\$70.00				\$0.00
VENDOR: ONETIM - DES-JI TAX											
010819Q Payment to lower UI tax GG	01/08/19	01/08/19	02/07/19	1.11.5014 - Unemployment Insurance	\$101.02	\$0.00	\$101.02	01/08/19	9658	ASCUC†	\$0.00
INVOICE 010819Q TOTALS:					\$101.02	\$0.00	\$101.02				\$0.00
DES-JI TAX TOTALS:					\$101.02	\$0.00	\$101.02				\$0.00
VENDOR: ONETIM - LINDA GALLAGHER											
011619L LMP refund, acct. 7012-03	01/16/19	01/16/19	02/15/19	2.00.2600 - Customer Deposits	\$74.85	\$0.00	\$74.85	01/16/19	9684	ASCUC†	\$0.00
INVOICE 011619L TOTALS:					\$74.85	\$0.00	\$74.85				\$0.00
LINDA GALLAGHER TOTALS:					\$74.85	\$0.00	\$74.85				\$0.00
LEDGER TOTALS:					\$183,025.27	\$0.00	\$183,025.27				\$0.00

For the meeting of February 12, 2019

MONTHLY STAFF REPORT TO THE MAYOR AND COUNCIL

Candace B. Gallagher, Town Manager/Clerk

My activities over the past month included:

- Continued work on the Town's new website, and hoping it will be "live" by this meeting date!
- Completed and provided extensive report to Council regarding status of pending and ongoing projects from prior Council.
- With Mayor Barber, attended meeting of the Verde Valley Mayors, Managers, Supervisors and Tribe.
- Updated Town Code and Zoning Ordinance to include recently adopted ordinances. Online versions are now current. Printed copies are available upon request.
- Prepared and distributed 2019-20 budget worksheets and questionnaires to department heads.
- Completed and submitted first quarterly reports for our second USDA grant for the Hotel Jerome work.
- Continued work with NACOG regarding our CDBG Housing Rehabilitation grant.
- Compiled OSHA information for 2018 and posted as required by law.
- Met with and answered questions for our auditors, who were onsite for three days. All went very smoothly, and I anticipate that our audit will be presented in March. *THANK YOU to Melanie and Joni for their excellent work in preparing for this audit!*
- Reviewed and approved several business license applications.
- Gathered and prepared materials for Council meeting packets.
- Continued maintenance of Town of Jerome Facebook page.
- 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 considerable support to Planning & Zoning.

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

Candace

CONGRATULATIONS to:

- ***Court Clerk Ronda Brockman, who completed six years of service to the Town on January 17, 2019.***
- ***Head Librarian Kathleen Jarvis, who began working as a part-time employee on February 1, 2003, and has completed 16 years of employment with the Town!***

WATER FLOWS REPORT

Some fluctuations due to turnout or turn-in of springs as needed.

<u>Reading Date</u>	<u>WALNUT GPM</u>	<u>VERDE GPM</u>
2-Jan	56.5	
16-Jan		104
23-Jan	56.5	95
1-Feb		170
8-Feb	56.5	165
20-Feb	56.5	195
7-Mar	52	195
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
Water restrictions suspended		
1-Oct	47	215
8-Oct	47	175
12-Oct	47	34
15-Oct	47	85
22-Oct	47	85
29-Oct	47	88
20-Nov	56.6	118
26-Nov	56.5	118
4-Dec	56.5	115
10-Dec	56.5	87
21-Dec	56.5	144
24-Dec	56.5	139
9-Jan	56.5	140
14-Jan	56.5	141
23-Jan	56.5	86
5-Feb	52.1	102

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	92,254	954	88,840	3,414
November	106,500	104,329	(2,171)	103,657	672
December	74,200	79,084	4,884	72,244	6,840
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	493,749	249	1,022,197	13,341

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	34,900	32,098 2,802	11,638	12,170 (532)	34,689	32,869 1,820
November	40,216	40,133 83	15,297	16,706 (1,409)	39,245	37,328 1,917
December	26,815	24,596 2,219	11,218	8,592 2,626	32,211	27,991 4,220
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	196,103	394,870 12,828	68,922	145,896 (720)	175,626	365,325 6,389

Added 1% Bed Tax

	TOTAL TO DATE
July	1,827
August	3,314
September	4,734
October	6,524
November	8,877
December	10,603

**JEROME MUNICIPAL COURT
CASH REPORT
MONTH OF JANUARY 2019**

TOWN REVENUE

TRAFFIC & CRIMINAL FINES	\$	3,941.62
DEFENS DRIVING DIVERSION FEE	\$	-
ATTORNEY FEES REIMBURSEMENT	\$	800.00
DEFAULT FEE	\$	140.00
OFFICER SAFETY EQUIPMENT - PD	\$	123.98
DEFERRED PROSECUTION FEE	\$	240.00
WARRANT FEE	\$	100.00
LICENSE PLATE VIOLATION	\$	154.53
OVER PAYMENT FORFEITED	\$	7.18
VICTIM'S RIGHTS FUND	\$	11.24
TOTAL TOWN REVENUE	\$	5,518.55

COURT REVENUE

COURT ENHANCEMENT FEE	\$	696.88	\$	51,367.58
COURT SECURITY FEE	\$	40.00		

REMITTED DIRECTLY TO THE STATE BY COURT

CLEAN ELECTION FUND (16-949D;16-954C)	\$	455.05
CRIMINAL JUSTICE ENHANCE FUND	\$	2,130.03
DNA STATE 3%	\$	74.80
FARE SPECIAL COLLECTION	\$	231.95
FARE DELINQUENCY FEE	\$	45.86
FARE ENHANCED SPEC COLLECT FEE	\$	39.62
FARE ENHANCED DELINQUENCY FEE	\$	98.00
FILL THE GAP 7%	\$	316.54
EXTRA DUI ASSESSMENT	\$	-
JUDICIAL COLLECTION ENHANCE FUND	\$	117.00
DRUG & GANG ENFORCEMENT	\$	53.77
PEACE OFFICER TRAINING EQUIP FUND	\$	8.00
MED SERV ENHANCE 11% (36-2219.01;23-116.0)	\$	591.59
2011 ADDTNL ASSMT-STATE TRSR	\$	248.10
PRISON CONSTRUCTION	\$	888.00
PROBATION SURCHARGE	\$	609.83
ADPS FORENSIC FUND	\$	199.99
PUBLIC SAFETY EQUIPMENT FUND	\$	736.00
VICTIM COMPENSATION/ASSIST FUND	\$	6.76
VICTIMS RIGHTS ENFOR ASSMT FUND	\$	59.92
TOTAL STATE REVENUE	\$	6,910.81

REMITTED DIRECTLY TO THE COUNTY BY COURT

JAIL (INCARCERATION FEES)	\$	-
2011 ADDTNL ASSMT - CNTY TRSR	\$	30.98
TOTAL COUNTY REVENUE	\$	30.98

LOCAL JCEF/ TIME PAYMENT ALLOCATION RECEIVED

	\$	63.00		
Total Funds Available			\$	12,419.50

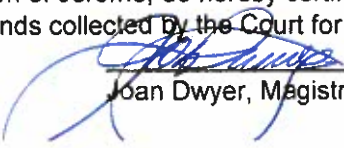
RESTITUTION

OVERPAYMENT REFUNDED

TOTAL RECEIPTED FOR THE MONTH	\$	14,149.80
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BONDS	Received During the Month	\$	675.00
	Bonds Forfeited to Pay Fines	\$	1,828.00
	Open Bonds	\$	137.00

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 JANUARY, 2019


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 m.boland@jerome.az.gov

Celebrating Our 120th Anniversary
1899 - 2019

JANUARY 2019 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

Had some sewer problems that have eluded us for a while, but we are glad to at least have those out of the way. Holly was the major one this past month, and we are still working on the Deception Gulch sewer. Joni was able to get in touch with a surveyor to help with our pipe placement.

Water issues were tough, but able to get through them, the Gulch was our worst. We had a couple that were small but took a little longer to fix due to pipe conditions.

Graded Deception Gulch and will hit Gulch and Dundee after these next set of little storms in February.

Regulators all looked good throughout the month during weekly checks.

Detail

Date Printed: 02/05/2019



Work Order #: 0000000065
 Title: Public Works 01/19
 Origin: Non-PM
 Cost Center:
 Priority: High
 Problem: HISTORY
 Originated: 01/14/2019
 Expected:
 Work Category: Improvement

Source Type: Location
 WO Status: Assigned
 Originator: Admin Admin
 Project:
 Work Type: Preventive Maintenance
 Cause: HISTORY
 Assigned: 01/14/2019 10:13:00 AM
 Completed:

Work requested:

Public Works 01/19

Action Taken:

Comments:

Total Labor Cost:	2221.00	Total Labor Hours:	120.50
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 \$:	0.00		
WO Cost:	2221.00	Total Hrs:	120.50
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
LYLE KEITH	01/02/2019	01:51:00 PM	4.50			Salt and shovel sidewalks
Troy Marsh	01/02/2019	01:51:00 PM	7.00			Salt and shovel sidewalks
Gary Allen	01/02/2019	01:51:00 PM	4.00			Salt and shovel sidewalks
LYLE KEITH	01/03/2019	02:21:00 PM	1.50			Gather tools and supplies for attaching cmp to the flume
Troy Marsh	01/03/2019	02:21:00 PM	7.00			1hr Salt on County. 2.5 hrs salting Juarez and at town hall. 2.5 fuel equipment 1 hr town yard
LYLE KEITH	01/06/2019	08:12:00 AM	2.00			Came up to move a boulder in the road. Was gone before he got to it.
Gary Allen	01/08/2019	09:24:00 AM	2.00			Clean/organized work trucks and shop
LYLE KEITH	01/08/2019	09:25:00 AM	2.00			Clean/organized work trucks and shop
Gary Allen	01/09/2019	09:49:00 AM	5.50			Worked on cop car with Kerry Lee
MARTY BOLAND	01/10/2019	10:14:00 AM	2.00			Grade Deception Gulch

Detail

Date Printed: 02/05/2019



Page 2 of 2



0000000065

LYLE KEITH	01/10/2019 10:14:00 AM	2.00	Work around shop, and fuel and air up tires on gannon
Troy Marsh	01/10/2019 10:14:00 AM	2.00	Grade Deception Gulch
Gary Allen	01/10/2019 10:14:00 AM	3.00	Dissassemble dash on garbage truck
Troy Marsh	01/11/2019 11:00:00 AM	2.00	Cleaned bathroom and office in the shop, and cleaned up old chairs brought from town hall.
LYLE KEITH	01/15/2019 11:23:00 AM	8.00	Rain day. worked in shop putting together benches, and checking roads and storm drains
Troy Marsh	01/15/2019 11:23:00 AM	8.00	Rain day. worked in shop putting together benches, and checking roads and storm drains
Gary Allen	01/15/2019 11:23:00 AM	8.00	Rain day. worked in shop putting together benches, and checking roads and storm drains
MARTY BOLAND	01/15/2019 11:27:00 AM	8.00	Check roads and storm drains, work on computer
Troy Marsh	01/18/2019 08:50:00 AM	1.50	Cleaning up shop/ yard
Gary Allen	01/18/2019 08:50:00 AM	2.00	Replace fuses on garbage truck, and pick up mini ex from Holly
MARTY BOLAND	01/22/2019 10:58:00 AM	1.00	Woked at old town yard
LYLE KEITH	01/22/2019 10:58:00 AM	6.50	Take toilet paper to the CO-OP, cut tree branch and haul off at middle park, and work at old town yard.
Troy Marsh	01/22/2019 10:58:00 AM	4.50	Cut up branch at park and haul off, went to Ace for supplies, and worked at old town yard.
Gary Allen	01/22/2019 10:58:00 AM	2.50	Work at old town yard
LYLE KEITH	01/23/2019 11:09:00 AM	5.50	Work at old town yard
Troy Marsh	01/23/2019 11:09:00 AM	2.00	Walked and hiked Behind Hampshire
Gary Allen	01/23/2019 11:09:00 AM	6.50	Work at old town yard
Troy Marsh	01/28/2019 11:20:00 AM	3.50	Went to Cottonwood for supplies at Ace, worked around town yar.
LYLE KEITH	01/29/2019 11:24:00 AM	1.50	Clean up Parks, upper and middle.
Troy Marsh	01/29/2019 11:24:00 AM	1.50	Clean up Parks, upper and middle.
Troy Marsh	01/30/2019 11:29:00 AM	3.50	Worked on parks, gathering leaves and painting sidewalk at a trip hazard

Parts

None

Equipment Usage

None

Tasks/Steps

None

Documents

None

Safety Programs

None

Detail

Date Printed: 02/05/2019



0000000064

Work Order #: 0000000064

Title: Water 01/19

Origin: Non-PM

Cost Center:

Priority: High

Problem: HISTORY

Originated: 01/14/2019

Expected:

Work Category: Improvement

Source Type: Location

WO Status: Assigned

Originator: Admin Admin

Project:

Work Type: Preventive Maintenance

Cause: HISTORY

Assigned: 01/14/2019 10:08:00 AM

Completed:

Work requested:

Water 01/19

Action Taken:

Comments:

Total Labor Cost:	3637.60	Total Labor Hours:	174.60
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:	3637.60	Total Hrs:	174.60
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
WATER A	[N/A]	PUBLIC WORKS > P.W. WAREHOUSE > WATER A	TOWN OF JEROME	IN P.W. WAREHOUSE

Labor

Employee	Start Date	End Date	Hour(s)	OT	OT Cost Factor	Description
LYLE KEITH		01/02/2019 01:23:00 PM	2.50			Checke waterline at 900 hampshire (frozen line) and checked water line going to Lozano.
Gary Allen		01/02/2019 01:23:00 PM	1.50			Checked water line going to Lozano
MARTY BOLAND		01/03/2019 01:30:00 PM	5.00			Showed Gary meter route 1
LYLE KEITH		01/03/2019 01:30:00 PM	3.50			Shut of water on juarez and thaw water lins on Hampshire
Gary Allen		01/03/2019 01:30:00 PM	9.50			Meter route 1, check frozen water lines on Hampshire. Came in at 5:30 to shut off water at Natalies house on Magnolia. Water leak.
LYLE KEITH		01/04/2019 01:41:00 PM	4.50			Regulator checks, check water on School st. and on Magnolia
Gary Allen		01/04/2019 01:41:00 PM	3.00			Regulator checks, read flows.

Detail

Date Printed: 02/05/2019



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MARTY BOLAND	01/07/2019 08:18:00 AM	8.00	Water leak at Jerome ave. and UVX and three on Cemetary Rd
LYLE KEITH	01/07/2019 08:18:00 AM	7.00	Water leak at Jerome ave. and UVX and three on Cemetary Rd
Troy Marsh	01/07/2019 08:18:00 AM	3.50	Water leak at Jerome ave. and UVX and three on Cemetary Rd
Gary Allen	01/07/2019 08:18:00 AM	6.00	Water leak at Jerome ave. and UVX and three on Cemetary Rd
LYLE KEITH	01/08/2019 09:16:00 AM	6.00	4 hrs on water leak on Cemetary rd. 2 hrs adding cable to new culver in flume
Troy Marsh	01/08/2019 09:16:00 AM	3.00	Water leak on Cemetary rd.
Gary Allen	01/08/2019 09:16:00 AM	6.00	4 hrs on water leak on Cemetary rd. 2 hrs adding cable to new culver in flume
MARTY BOLAND	01/10/2019 10:08:00 AM	3.50	Teaching Gary water meter route 2
Gary Allen	01/10/2019 10:08:00 AM	3.50	Leaming water meter route 2
LYLE KEITH	01/11/2019 10:44:00 AM	3.50	Check water leak in the gulch, 2 hrs on regulator checks
Gary Allen	01/11/2019 10:44:00 AM	3.50	Check water leak in the gulch, 2 hrs on regulator checks
Troy Marsh	01/14/2019 11:09:00 AM	1.00	Reading flows at Walnut (56.5 GPM) and Verde Central (141 GPM)
LYLE KEITH	01/17/2019 08:27:00 AM	3.50	Water meters route 3
Gary Allen	01/17/2019 08:27:00 AM	3.50	Water meters route 3
LYLE KEITH	01/18/2019 08:42:00 AM	2.50	Regulator checks
Troy Marsh	01/18/2019 08:42:00 AM	1.00	Fix bandaid on Cemetary rd.
Gary Allen	01/18/2019 08:42:00 AM	1.00	Fix bandaid on Cemetary rd.
LYLE KEITH	01/22/2019 09:24:00 AM	1.50	Read flows and turn off Sunshine hill tanks
LYLE KEITH	01/23/2019 09:29:00 AM	1.50	Check school regulator and pressures on Verde.
Troy Marsh	01/23/2019 09:29:00 AM	1.50	Check flows
MARTY BOLAND	01/24/2019 09:37:00 AM	9.50	Water leak on Allen springs rd.
LYLE KEITH	01/24/2019 09:37:00 AM	9.50	Water leak on Allen springs rd
Troy Marsh	01/24/2019 09:37:00 AM	4.50	Water leak on Allen springs rd
Gary Allen	01/24/2019 09:37:00 AM	10.00	Water leak on Allen springs rd
MARTY BOLAND	01/25/2019 09:42:00 AM	8.00	Fix water leak on Allen springs rd
LYLE KEITH	01/25/2019 09:42:00 AM	6.50	Fix water leak on Allen springs rd
Troy Marsh	01/25/2019 09:42:00 AM	3.00	Fix water leak on Allen springs rd
Gary Allen	01/25/2019 09:42:00 AM	6.50	Fix water leak on Allen springs rd
LYLE KEITH	01/28/2019 09:46:00 AM	1.50	Listen for possible leak on East Ave. (no leak, runny faucet)
Gary Allen	01/28/2019 09:46:00 AM	1.50	Listen for possible leak on East Ave. (no leak, runny faucet)
LYLE KEITH	01/31/2019 09:56:00 AM	7.50	Water meters route 4, replace water meter at 548 Clark St. Check regulators
Gary Allen	01/31/2019 09:56:00 AM	6.60	Water meters route 4, replace water meter at 548 Clark St.

Parts

None

Equipment Usage

None

Detail

Date Printed: 02/05/2019



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Tasks/Steps

None

Documents

None

Safety Programs

None

Detail

Date Printed: 02/05/2019



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Work Order #: 000000063
 Title: Sewer 01/19
 Origin: Non-PM
 Cost Center:
 Priority: High
 Problem: HISTORY
 Originated: 01/14/2019
 Expected:
 Work Category: Improvement

Source Type: Location
 WO Status: Assigned
 Originator: Admin Admin
 Project:
 Work Type: Preventive Maintenance
 Cause: HISTORY
 Assigned: 01/14/2019 09:41:00 AM
 Completed:

Work requested:

Sewer

Action Taken:

Comments:

Total Labor Cost:	2736.50	Total Labor Hours:	135.00
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:	2736.50	Total Hrs:	135.00
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 > P.W. WAREHOUSE > SEWER A	TOWN OF JEROME	SEWER PARTS & TOOLS

Labor

Employee	Start Date	End Date	Hour(s)	OT	OT Cost Factor	Description
LYLE KEITH	01/02/2019 10:37:00 AM		1.50			Sewer checks
Gary Allen	01/02/2019 10:37:00 AM		1.00			Sewer checks
MARTY BOLAND	01/08/2019 09:30:00 AM		2.00			Grading the sewer plant rd
Troy Marsh	01/08/2019 09:30:00 AM		2.00			Grading the sewer plant rd
MARTY BOLAND	01/09/2019 09:40:00 AM		5.50			Grading sewer plant rd. with Gannon
LYLE KEITH	01/09/2019 09:40:00 AM		5.50			Grading sewer plant rd. with excavator
Troy Marsh	01/09/2019 09:40:00 AM		3.50			Picking rocks and roots while grading sewer plant rd.
LYLE KEITH	01/10/2019 10:02:00 AM		6.00			Worked on sewer plant rd with excavator
Gary Allen	01/10/2019 10:02:00 AM		1.50			Picked up excavator from sewer plant rd.
LYLE KEITH	01/14/2019 11:15:00 AM		1.00			Asses sewer lines on 4th st and under the board walk to see what we'll need for them to repair.
Troy Marsh	01/14/2019 11:15:00 AM		4.00			Clear path behind houses on Hampshire for new 6" sewer line

Detail

Date Printed: 02/05/2019



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MARTY BOLAND	01/16/2019 11:36:00 AM	4.00	Sewer on Holly, and doing property research for new sewer line behind houses on Hampshire
LYLE KEITH	01/16/2019 11:36:00 AM	6.50	Digging up sewer line on Holly to fix the issues we've been having the last 2-3 years.
Troy Marsh	01/16/2019 11:36:00 AM	5.50	Digging up sewer line on Holly to fix the issues we've been having the last 2-3 years.
Gary Allen	01/16/2019 11:36:00 AM	6.50	Digging up sewer line on Holly to fix the issues we've been having the last 2-3 years.
MARTY BOLAND	01/17/2019 08:04:00 AM	3.00	Sewer behind Hampshire and sewer on Holly
LYLE KEITH	01/17/2019 08:04:00 AM	4.50	Dig up and replace sewer line on Holly
Troy Marsh	01/17/2019 08:04:00 AM	3.00	Sewer behind Hampshire and sewer on Holly
Gary Allen	01/17/2019 08:04:00 AM	4.50	Dig up and replace sewer line on Holly
MARTY BOLAND	01/18/2019 08:12:00 AM	5.00	Back fill holly and fix hillside
LYLE KEITH	01/18/2019 08:12:00 AM	3.50	Back fill Holly and fix hillside
Troy Marsh	01/18/2019 08:12:00 AM	1.50	Sewer Checks
Gary Allen	01/18/2019 08:12:00 AM	1.50	Sewer checks
Troy Marsh	01/23/2019 03:13:00 PM	3.50	Cleaned pathway for sewer line below Hampshire
Troy Marsh	01/24/2019 03:24:00 PM	1.50	Clean and organize sewer truck
MARTY BOLAND	01/28/2019 08:35:00 AM	1.00	Snaking the sewer on Clark St.
LYLE KEITH	01/28/2019 08:35:00 AM	4.50	Snaking sewer line on Clark St. Checking sewer on Hill St.
Gary Allen	01/28/2019 08:35:00 AM	3.00	Snaking sewer line on Clark St. Checking sewer on Hill St.
MARTY BOLAND	01/29/2019 08:48:00 AM	2.00	Sewer line on Hampshire
LYLE KEITH	01/29/2019 08:48:00 AM	6.50	Sewer line on Hampshire
Troy Marsh	01/29/2019 08:48:00 AM	6.50	Sewer line on Hampshire
Gary Allen	01/29/2019 08:48:00 AM	4.50	Sewer line on Hampshire
MARTY BOLAND	01/30/2019 09:08:00 AM	1.00	Sewer line on Hampshire
LYLE KEITH	01/30/2019 09:08:00 AM	7.50	Sewer line on Hampshire
Troy Marsh	01/30/2019 09:08:00 AM	2.50	Sewer line on Hampshire
Gary Allen	01/30/2019 09:08:00 AM	7.00	Sewer line on Hampshire
Troy Marsh	01/31/2019 09:16:00 AM	1.50	Dig up line on Hampshire

Parts

None

Equipment Usage

None

Tasks/Steps

None

Documents

None

Safety Programs

None



JEROME POLICE DEPARTMENT

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



February 1, 2019

TO: Honorable Mayor and Jerome Town Council

FROM: Allen Muma, Chief of Police

Attached please find the police activity reports for January 2019.

The January "Calls for Service" report contained a number of calls with nothing significant, or out of the ordinary.

I attended the Force Science Institute's "Certification Course" in January. This training was conducted at the Scottsdale Police Department's training center and consisted of approximately 50 hours of classroom in the areas of human performance and behavior in high stress encounters. One of the most informative classes and best training I have had in the last ten years.

No update on the "camping in town limits" problem, spoke to Federal Forest officials concerning their problems with the issue. Put together some information that can be handed out to those subjects that contains resources that can be of assistance to them. Our biggest problem is that the Town of Jerome does not have any resources within the town that can be used to house the "homeless", even on a short-term basis. The Verde Valley is working on the problem and has secured a shelter in Cottonwood, but that is not in our community.

I reviewed the costs associated with bringing Cable One into the police department, and due to additional equipment (new router and wireless access point = approx \$1,500.00) that would need to be purchased, and the fairly extensive network configuration within the department that would have to be "reconfigured", there is no cost savings for the town and since there is no need for the increased speed, I have declined the upgrade.

The Public Works Director, and the Fire Chief have expressed their concern over the parking on Center Street. They want to eliminate people parking on the east side of Center Street between Fourth and Fifth Streets. When we laid out the parking (Marty, Council Member Kinsella and Bacharach, Fire Chief Blair and myself) for the inventory, we did not mark that area with spaces, however, people are parking there anyway. Due to the requests from public works as well as the Fire Department, I am recommending that parking be prohibited on the east side of Center Street from Fourth Street to Fifth Street. I have attached Chief Blair's letter concerning the matter.

We will be having the third annual combined Jerome / Clarkdale Police Awards banquet on March 9, this time at Spook Hall in Jerome. If you are interested in attending, please contact me.

Respectfully,

Allen L. Muma,
Chief of Police



Jerome Fire Department

P.O. Box 1025 Jerome, AZ 86331 Tel. (928) 649-3034 Fax (928) 649-3039
e-mail: blair@jeromefire.us

The Jerome Fire Department is expressing concern about the parking situation on Center Street. It is our recommendation that parking on Center Street should happen on the left-hand side from 2nd to 3rd Street, the right-hand side from 4th to 5th Street, and the left-hand side from 5th Street to Hull Road.

Hull Road should only have compact vehicles in the limited parking area in the middle of Hull Road. Additionally, residents need to be cognizant of how they park at the top of Hull Road.

On Verde Street vehicles should take caution between 2nd and 6th Streets by parking as far to the right as possible.

Other streets that are a concern for us with access include Holly Avenue and East Avenue. These streets can still be problematic for Fire Department to operate vehicles safely.

This letter is in response to an incident on Center Street involving a parked vehicle and our Type 1 Fire Engine on 1/24/19. This piece of apparatus is 29 feet long and 8 feet wide. The smaller trucks are 24 ½ feet long. The garbage truck is 32 ½ feet long and 8 ½ feet wide.

Our Fire Apparatus requires we have at least 12 feet wide access. Fire Code states 20 feet wide, but this is unrealistic in our narrow streets. We need this room to safely navigate our streets.

We wish to avoid these situations by having Town Council enact red zones and parking ordinances.



Verde St pic, Center St pic



Fire Chief, Rusty Blair





Jerome Fire Department

P.O. Box 1025 Jerome, AZ 86331 Tel. (928) 649-3034 Fax (928) 649-3039
e-mail: blair@jeromefire.us

Obviously, the concerns for the town crew are with regard to the garbage truck. If there are cars parked on the left and right of Center Street between Fourth and Fifth Street, and one car is just slightly outside of the lines, we have a difficult time backing up all the way to the last four or five cars.

We have the same issue with Verde Street, if one vehicle is outside the line by just a few inches between Fourth and Fifth Street it puts us into the curb or tree on the east side of the road. There have been a few times that we've had to come back with a pickup truck to grab the trash.

Holly and East Avenue are tight, but if they stay to one side (which they typically do), then we can get through okay.

As stated, our garbage truck is 32 ½ feet long and 8 ½ feet wide. Maneuvering it through vehicles and up roads can be difficult enough at times, particularly when we back up. We do not need any more obstacles.

Although, all of the items noted above are of importance, at this time, I respectfully ask that the Town Council address our most immediate concern of Center Street and tackle this issue with the greatest of expediency.

Thanks,
Martin Boland

Calls For Service Totals By Call Type

01/01/2019 to 01/31/2019

Call Type	Totals	
10-34	Motorist Assist	1
410	Criminal Damage	1
459	Burglary	1
459A	Burglar Alarm	1
476	Animal Control Problem	2
487	Theft	2
500	Welfare Check	1
585	Traffic Hazard	2
647A	Suspicious Person	1
903	Follow-Up	11
908F	Found Property	2
908L	Lost or Stolen Property	1
917	Abandoned Vehicle	1
961	Accident - No injuries	4
AA	Agency Assist	5
ACPD	Assist Clarkdale PD	7
AYCSO	Assist YCSO	1
CA	Citizen Assist	7
CRT	Court Appearance	3
DIS	Disorderly Conduct	1
DRO	Aerial Drone Complaint	2
DRSE	Douglas Rd Speed Enforcement	3
DSE	Dundee Speed Enforcement	1
FP	Foot Patrol	8
FPF	Fingerprinting	1
HAR	Harrassment	2
HS	Hazardous Situation	1
HSE	Hampshire Speed Enforcement	15
HUC	911 Hang Up Call	1
INFO	Information	3
LFA	Low Flying Aircraft	1
OT	Oversize Truck	6
PARK	Parking Complaint	3
PARKV	Parking Violation	18
PS	Civil Paper Service	1
SC	Security Check	28
SS	Suspicious Situation	2
T/S	Traffic Stop	59

JEROME POLICE DEPARTMENT
305 MAIN STREET

JEROME, AZ 86331
(928) 634-8992

Date : 02/06/2019
Page : 2
Agency : JPD

Calls For Service Totals By Call Type

01/01/2019 to 01/31/2019

Call Type		Totals
TI	Threats & Intimidation	1
TO	Traffic Offense	2
TRN	Training	3
VI	Vehicle Inspection	1
VM	Vehicle Maintenance	1
VTC	Violation of Town Code	1
WAC	Wild Animal Call	1
Grand Total for all calls		220



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: January Year: 2019

Calls by Type	Number	Resident	Non-Resident
EMS	8	6	2
Residential Fire	0	0	0
Commercial Fire	0	0	0
Wildland	0	0	0
Still Assignment	4	4	0
Special Duty	23	16	7
Snake Removal	0	0	0
Tech Rescue	0	0	0
Rescue MVA	3	0	3
Hazmat Assignment	0	0	0
Dispatch error	0	0	0
Total	38	26	12
Total Calls Chief on Scene	29	18	11
Total JFD Meetings Chief Attended	7		

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

JVFD Hours Worked (No Salaried Hours Included in these totals)	Total Hours: 56
----------------------------------------------------------------	-----------------

Fire Chief Meetings	Date
Verde Valley Fire Chief's Association Meeting	01/25/2019

Education, Yavapai College Spring Semester:

- Attending Yavapai College Fire Academy this Spring Semester is Keith Lazaro. Sean Bauer is also attending his Driver/Operator course for preparation for our new Engine. Nick Bartell is also taking his Hazardous Materials course. Additionally, Kevin Will and Jason Lohman are attending a Fire Academy in Baghdad Arizona. We have several EMT's doing their semi-annual refresher including Chris Gonzales, Allen Muma, Ian Haney, Marty Stan, and Launa Stan this upcoming month.

Additional Training:

- On January 26th, Allen Muma held a Technical Rope Rescue training at Out of Africa. A total of 10 JFD personnel attended to train on zip-line associated emergencies.

Department Affairs and On-going Projects

- Our January 2019 call volume is down by 12 calls over last January's 46 calls, totaling 38 calls this month. Our year to date call volume is 38 compared with 46 calls YTD 2018. Of course, we are only 1 month into this New Year, yet we are already on our way to setting another record for number of calls in any given previous year. Our Fire Department personnel are performing their tasks in a professional manner with no injuries occurring.
- As our funding for the new Delta-Avon packs has passed Town Council approval, they were shipped on January 31. We expect them to be here shortly, and our Firefighters will be able to train on them thoroughly.
- In regard to the new HME-Ahrens Engine, it is currently in Phoenix as of January 31 undergoing some last-minute modifications. The Department needs to do additional training on the driving and operation of this new apparatus. This includes pump operation, training with different hose loads, and defensive driving training. The official Housing Ceremony will take place on February 23. The Jerome Fire Department has invited the proper dignitaries and the Jerome residents. We once again thank the Town Council for matching the FEMA funds for this Engine. This will allow many more years of Fire Service and Tradition for the Town.
- Station 11's facilities have been used by the Probation Supervisors Meeting, and the Chamber of Commerce as a meeting area this month.
- On January 19th Assistant Chief Tim Irwin was awarded for his outstanding contribution to the Jerome Fire Department for his service. He is a driving force by providing expertise in structural firefighting, EMS, and wildland firefighting training. Additionally, his knowledge of grant writing has been of great benefit to this organization.
- On January 24th, the County Wide Fire Chiefs meeting was held at the Jerome Fire Station.

Prevention

- We have had a total of 13 visits to the burn pile in January with a total of 38 loads of trimmings, slash and brush for a total of 26 combined Jerome citizen hours. Adding to those totals are 158 hours of Firewise 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.

November Fire and EMS Report:

Run #	Date	Time	Day	Type of Call	Additional Info	# per
1	1/1/19	5:11:00 PM	Tue	EMS Non-Resident	21 YOM with unknown medical problem.	3
19-1	1/1/19	9:00:00 AM	Tue	Special Duty Resident	Ice removal on different streets	1
19-2	1/1/19	1:30:00 PM	Tue	MVA/Rescue Non-Resident	Single vehicle, ice, 2 occupants into tree	1
19-3	1/1/19	2:00:00 PM	Tue	Special Duty Non-Resident	Assisted citizen going wrong way blocking School Street	1
19-4	1/1/19	2:30:00 PM	Tue	Special Duty Resident	Assisted elderly citizens getting home	1
19-5	1/1/19	3:00:00 PM	Tue	Special Duty Non-Resident	Assisted citizen with stuck vehicle	1
19-6	1/2/19	10:30:00 AM	Wed	Special Duty Non-Resident	Assisted citizen with disabled vehicle	1
19-7	1/2/19	12:30:00 PM	Wed	Special Duty Resident	Assisted citizen with disabled vehicle	2
2	1/2/19	6:38:00 PM	Wed	EMS Resident	Possible suicidal male	6
19-8	1/2/19	2:30:00 PM	Wed	Special Duty Resident	Checked on flooding. Shut off water.	1
3	1/4/19	1:00:00 PM	Fri	EMS Non-Resident	12 YOF Possible broken leg.	9
4	1/6/19	11:59:00 AM	Sun	EMS Resident	89 YOM with unknown medical problem	4
19-9	1/6/19	12:00:00 PM	Sun	Special Duty Non-Resident	Assisted citizen with locked vehicle	2
19-10	1/7/19	9:00:00 AM	Mon	Special Duty Resident	Assisted town crew with water leak	1
19-11	1/3/19	9:00:00 AM	Thurs	Still Assignment Resident	Burnt at burn pile	3
19-12	1/8/19	10:30:00 AM	Tue	Still Assignment Resident	Burn in place	4
19-13	1/9/19	4:30:00 PM	Wed	Special Duty Resident	Assist JPD with disabled vehicle	1
19-14	1/10/19	8:00:00 AM	Thurs	Special Duty Resident	Remove road hazards (Rocks)	1
19-15	1/15/19	9:00:00 AM	Tues	Still Assignment Resident	Burn in place	2
5	1/15/19	11:30:00 AM	Tues	EMS Resident	EMS 80 YOM Unknown medical condition	5
19-16	1/15/19	12:00:00 PM	Tues	Special Duty Resident	Assist JPD with raccoon save	3
19-17	1/15/19	9:00:00 AM	Tues	Special Duty Resident	Station Staffing Irwin	4
19-18	1/16/19	9:00:00 AM	Wed	Special Duty Resident	Assist citizen with fuel for vehicle	1
19-19	1/16/19	10:15:00 AM	Wed	Special Duty Non-Resident	Assist JPD with oversized vehicle	1
19-20	1/16/19	10:30:00 AM	Wed	Still Assignment Resident	Check for smell of gas	1
19-21	1/16/19	4:30:00 PM	Wed	Special Duty Resident	Remove road hazards (Rocks)	2
19-22	1/17/19	9:00:00 AM	Thurs	Special Duty Resident	Station Staffing	5
19-23	1/17/19	8:00:00 PM	Thurs	Special Duty Non-Resident	Helped JPD with oversized	2
19-24	1/18/19	8:00:00 AM	Fri	Special Duty Resident	Station Staffing	4
19-25	1/18/19	9:30:00 AM	Fri	Special Duty Resident	Special Duty	1
19-26	1/20/19	10:00:00 AM	Sun	MVA/Rescue Non-Resident	Vehicle over retaining wall, noninjury 2 pt.	1
19-27	1/22/19	12:00:00 PM	Tue	EMS Resident	80 YOM welfare check	1
19-28	1/23/19	7:30:00 AM	Wed	EMS Resident	40 YOM eye injury	1
19-29	1/23/19	3:00:00 PM	Wed	MVA/Rescue Non-Resident	Motorist Assist Box Truck Tow	3
19-30	1/23/19	4:15:00 PM	Wed	Special Duty Non-Resident	Removed Dead Raccoon	6
6	1/23/19	3:29:00 PM	Wed	EMS Resident	EMS 80 YOM Sick Person	8
19-31	1/25/19	8:00:00 AM	Fri	Special Duty Resident	Station Staffing	4
19-32	1/28/19	11:00:00 AM	Mon	Special Duty Resident	Hazard condition: dead raccoon removal.	3

January Burn Pile Log

Date	Address	Adult Prob.	Firewise	# Loads	# crew	# Hrs.	Total Hrs
01-03	Burn Pile Permit #1		X		3	6	18
01-06	Unknown			1	1	1	1
01-07	Deception Lane Burn in Place		X		3	6	18
01-09	111 Deception		X		2	8	16
01-09	600 Clark		X	12	4	8	32
01-09	725 East Ave			1	1	3	3
01-10	111 Deception		X		3	6	18
01-10	1219 Highway 89A			1	1	2	2
01-11	111 Deception		X		1	6	6
01-15	111 Deception Burn in Place		X		2		
01-16	156 North Drive			3	1	3	3
01-17	Firewise		X		3	9	27
01-17	310 Queen Street			2	1	3	3
01-22	Douglas		X		1	3	3
01-23	Douglas		X	12	2	7	14
01-24	Douglas		X		1	6	6
01-25	1000 Perkinsville Burn Permit #2				2	4	8
01-29	La Victoria and Don Walsh Properties			1	1	1	1
01-29	156 North Drive			2	1	2	2
01-30	Art Parky Henry Vincent			1	1	1	1
01-31	100 Dundee			2	1	2	2
	Totals	0	11	38	35	0	158
	Jerome Citizen Hours	Adult Prob.	Firewise	#Loads	# Crew	# Hrs.	Total Hrs

Rusty Blair Chief JVFD

TOWN OF JEROME

Monthly Council Staff Report from the Deputy Clerk: February 6, 2019

This report covers the month of January 2019.

- ❖ Prepared packets, posted, attended and transcribed action minutes for Council.
- ❖ 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 and reconciled all bank accounts monthly.
- ❖ Performed Notary services throughout the month on several occasions.
- ❖ Attended the Region 1 Clerks meeting in Prescott. This is a quarterly meeting for clerks, and I have volunteered to host in Jerome.
- ❖ Updated grant information for pre-audit work.
- ❖ Assisted the Public Works Director in finding maps and survey pin locations for sewer-line installation coming up from the gulch.
- ❖ Processed credit card invoices and several other on demand invoices, payments and checks.
- ❖ Prepared and distributed the January-February 2019 Newsletter.
- ❖ Worked with Marty Boland and Jamie Vander Horst on the inventory management software for public works.

Thank you,

Joni Savage

Deputy Clerk

Michael Gallagher has agreed to take over the management of the Old Book Room. You can find him there on Tuesday's and Thursday's from Noon until 2 pm.

He enjoys chatting about Jerome history with our visitors as they walk among the stacks. Come take a look if you haven't been there in a while, we are on the 3rd floor of the Civic Center.

Jim Lowman our IT person is planning to retire in April of this year. We are busy planning new projects for his last few weeks here. This will likely include the installation of two new public computer workstations with Windows 10.

We are also planning to add Adobe Photoshop to these new computers and will be offering a Community class teaching photoshop basics. Make sure we have your e-mail to receive signup and class information.

The Community Art Room is transitioning as well. Jamie Shea, our Art Director has retired and Kathleen will serve as interim director for the next few months.



Founded 1876
Incorporated 1899

TOWN OF JEROME, ARIZONA

POST OFFICE BOX 335, JEROME, ARIZONA 86331

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

JANUARY 2019 STAFF REPORT

From: Melanie Atkin, Accounting Clerk/HR Coordinator 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 a January summary budget to actual report for General, Utility, and Road funds.
- ❖ Was in contact with our auditors during the month and scheduled our audit for the 29-31st of this month.
- ❖ The auditors prepared a pre-audit list of documents they needed for the audit. The list was completed, and documents were prepared for their arrival.
- ❖ Worked closely with the auditors while they were here, answering questions and aiding them when needed.

H/R Duties:

- ❖ Two employees were hired on part-time by the Fire Department this month for Firewise activities. Entered their information in the payroll system and ran the employees through the E-Verify and AZ New Hire systems.
- ❖ Sent out IRS forms 1099-Misc, 1099R, and 1095B to vendors and employees. Also, submitted tax forms 1096, 945 and 1094B to the IRS.
- ❖ Received W2's from ADP and distributed them to employees.



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February 2019 staff report for January activity respectfully submitted by Rosa Cays

Utilities

Current debt (45 days past due):

Twenty-three shut-off notices went out with January utility statements, and five yellow tags were distributed. Payment was made on 20 accounts.

Five yellow tags were distributed; water was shut off at two residences and remains shut off at one residence as of February 6 due to nonpayment. Resident is apparently out of town, per JPD.

Balance owed on these accounts from January billing: \$7921.40

Balance owed at end of January: \$2267.71

A copy of the January AR Aging report is attached.

Business Licenses

Renewed: 12

Newly issued: 4

In process: 15

Renewal reminders went out to 17 businesses whose licenses expire in February.

The business license application has been reduced to one page to reduce paper waste and duplicated efforts. Also, established businesses will no longer have to fill out a renewal form each year. Letters will still be mailed out reminding business owners of annual fees and inspections, both still required for license renewal.

Rentals

All rental accounts were paid for January. Total late fees paid: \$145.

Charge Item Summary By User Type

ChargeItem	Future	Current	Age2	Age3	Age4	Age5	Balance
UserType: Commercial							
Credit	\$0.00	(\$283.63)	\$0.00	(\$843.64)	(\$92.84)	(\$381.77)	(\$1,601.88)
Water	\$0.00	\$4,845.31	\$738.37	\$417.61	\$0.00	\$270.39	\$6,271.68
Sewer	\$0.00	\$6,173.96	\$979.01	\$685.41	\$0.00	\$522.58	\$8,360.96
Trash	\$0.00	\$8,608.34	\$1,006.46	\$617.39	\$0.00	\$848.07	\$11,080.26
Tax	\$0.00	\$459.99	\$70.15	\$41.12	\$0.00	\$39.24	\$610.50
Misc	\$0.00	\$0.00	\$40.00	\$0.00	\$0.00	\$0.00	\$40.00
Late Fee	\$0.00	\$60.00	\$30.00	\$20.00	\$10.00	\$1,950.00	\$2,070.00
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UserType: Commercial (8)	\$0.00	\$19,863.97	\$2,863.99	\$937.89	(\$82.84)	\$3,248.51	\$26,831.52
Subtotal --->	\$0.00	\$19,863.97	\$2,863.99	\$937.89	(\$82.84)	\$3,248.51	\$26,831.52
UserType: Residential							
Credit	\$0.00	(\$1,988.90)	(\$321.73)	(\$241.24)	(\$46.41)	(\$1,043.82)	(\$3,642.10)
Water	\$0.00	\$8,813.77	\$1,237.43	\$332.03	\$41.05	\$1,552.15	\$11,976.43
Sewer	\$0.00	\$8,116.03	\$1,140.41	\$350.89	\$5.44	\$2,845.51	\$12,458.28
Trash	\$0.00	\$6,451.12	\$977.26	\$284.92	\$34.75	\$1,520.21	\$9,268.26
Tax	\$0.00	\$856.11	\$111.73	\$29.81	\$4.05	\$241.27	\$1,242.97
Misc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$63.55	\$63.55
Late Fee	\$0.00	\$130.00	\$100.00	\$30.00	\$10.00	\$5,334.35	\$5,604.35
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UserType: Residential (8)	\$0.00	\$22,378.13	\$3,245.10	\$786.41	\$48.88	\$10,513.22	\$36,971.74
Subtotal --->	\$0.00	\$22,378.13	\$3,245.10	\$786.41	\$48.88	\$10,513.22	\$36,971.74
UserType: Municipal							
Credit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Water	\$0.00	\$169.69	\$0.00	\$0.00	\$0.00	\$0.00	\$169.69
Sewer	\$0.00	\$217.70	\$0.00	\$0.00	\$0.00	\$0.00	\$217.70
Trash	\$0.00	\$185.92	\$0.00	\$0.00	\$0.00	\$0.00	\$185.92
Tax	\$0.00	\$16.69	\$0.00	\$0.00	\$0.00	\$0.00	\$16.69
Misc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Late Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UserType: Municipal (8)	\$0.00	\$590.00	\$0.00	\$0.00	\$0.00	\$0.00	\$590.00
Subtotal --->	\$0.00	\$590.00	\$0.00	\$0.00	\$0.00	\$0.00	\$590.00

Charge Item Summary By User Type

ChargeItem	Future	Current	Age2	Age3	Age4	Age5	Balance
UserType: Commercial							
Credit	\$0.00	(\$116.95)	(\$30.25)	\$0.00	\$0.00	\$0.00	(\$147.20)
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	\$5,284.92	\$0.00	\$0.00	\$0.00	\$347.36	\$5,632.28
Gas	\$0.00	\$218.34	\$0.00	\$0.00	\$0.00	\$0.00	\$218.34
Electric	\$0.00	\$265.19	\$0.00	\$0.00	\$0.00	\$0.00	\$265.19
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)							
Subtotal --->	\$0.00	\$5,651.50	(\$30.25)	\$0.00	\$0.00	\$347.36	\$5,968.61
UserType: Default							
Credit	\$0.00	(\$30.00)	\$0.00	\$0.00	\$0.00	(\$300.00)	(\$330.00)
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)							
Subtotal --->	\$0.00	(\$30.00)	\$0.00	\$0.00	\$0.00	(\$300.00)	(\$330.00)
Grand Total (35)=====	\$0.00	\$48,453.60	\$6,078.84	\$1,724.30	(\$33.96)	\$13,809.09	\$70,031.87

Charge Item Summary

ChargeItem	Future	Current	Age2	Age3	Age4	Age5	Balance
Credit	\$0.00	(\$2,419.48)	(\$351.98)	(\$1,084.88)	(\$139.25)	(\$1,725.59)	(\$5,721.18)
Water	\$0.00	\$13,828.77	\$1,975.80	\$749.64	\$41.05	\$1,822.54	\$18,417.80
Sewer	\$0.00	\$14,507.69	\$2,119.42	\$1,036.30	\$5.44	\$3,368.09	\$21,036.94
Trash	\$0.00	\$15,245.38	\$1,983.72	\$902.31	\$34.75	\$2,368.28	\$20,534.44
Tax	\$0.00	\$1,332.79	\$181.88	\$70.93	\$4.05	\$280.51	\$1,870.16
Misc	\$0.00	\$0.00	\$40.00	\$0.00	\$0.00	\$63.55	\$103.55
Late Fee	\$0.00	\$190.00	\$130.00	\$50.00	\$20.00	\$7,284.35	\$7,674.35
Rent	\$0.00	\$5,284.92	\$0.00	\$0.00	\$0.00	\$347.36	\$5,632.28
Gas	\$0.00	\$218.34	\$0.00	\$0.00	\$0.00	\$0.00	\$218.34
Electric	\$0.00	\$265.19	\$0.00	\$0.00	\$0.00	\$0.00	\$265.19
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	\$48,453.60	\$6,078.84	\$1,724.30	(\$33.96)	\$13,809.09	\$70,031.87

Customer Count = 384

Town of Jerome



Monthly Zoning Administrator Council Staff Report: February 12th, 2019

From: Charlotte Page, Zoning Administrator

- **Planning and Zoning Commission:** On January 2, 2019, the Planning and Zoning commission met.
 - They discussed the proposed rezoning and the proposed down zoning being sought from the land owners. The agreement drafted by the town attorney was presented. It was stated that the General Plan needs to be reviewed with requirement that this re-zoning, if approved should be consistent with the General Plan. There was discussion about the agreement, the allowed uses in the I-1 Zone in the neighborhood. The petitioners were asked to speculate what would happen if they sell their property. Direction to staff to set the date for public hearing at the next regular P&Z Meeting. There was discussion about whether the zone would be expanded or limited to the current owners, with various opinions.
 - Preliminary plan review for 728 East Ave., landscaping was preliminarily approved, needing clarification of set back at the southwest lot line.
 - Text amendment was proposed to amend R-2 Zone and consider possible addition of additional residential zones.
 - Text amendment was proposed to amend procedures regarding public hearing. A public hearing was scheduled.

- **Design Review Board:** On January 14, 2018, the Design Review Board met and approved several small projects:
 - Business sign 412 Main St.
 - Change of front door, East Ave.
 - Landscaping plan East Ave.
 - 222 First Ave., platform on Diaz side of building
- Two larger projects were reviewed and
 - The 2nd story addition over the existing garage – condition to be reviewed by P&Z
 - New construction for 221 Dundee Ave., preliminary approval
- P&Z requested Text Amendments reviews
 - Sign Ordinance, review of Council & P&Z recommendations regarding temporary signs was tabled with discussion of what is a controlled what is not.
 - Certificate of No Effect, was motioned to be forwarded to a public hearing, (DRB is not supposed to schedule public hearings) Chair Wood was opposed.

- **Board of Adjustment:** No meeting in January 2019.

- **Town Council:** Update for Conservation of Historic property.
 - January attempt to contact was unsuccessful, Hampshire property was emailed to inform there is still concern about site clean up and introduce idea that we can handle it with our civil action process. ARTICLE 7-13 Abatement of Public Nuisances.
 - North Ave., property owner wants to redevelop as duplex. He is assessing the building condition and waiting to see if the proposed rezoning will be advantageous to his plan. – no change
 - Magnolia clean up. Contractor was paid and town attorney is working with owner to put a lien on this property. No confirmation is available.

- **Zoning Update:**
 - ❖ Zoning Change Petition – A petition was presented to Zoning Admin in October, we currently have 100% of land 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.

- Neighborhood meeting was completed Nov 6, results compiled
- Various P&Z Meeting meetings have discussed the process and information available, Nov 6, Nov 26, Dec 5, Jan 2
- A public hearing is scheduled for Feb P&Z meeting.
- Property owners have been asked to enter into an agreement with the Town to voluntarily down-zone to allow Jerome to modify the existing R-2 section of the Zoning Ordinance. This arrangement would also include a waiver of Prop 207 rights with regard to this zoning change requested by the property owners.
 - A draft agreement presented at Jan P&Z Meeting
 - A summary of input from owners presented at the Jan P&Z meeting
- Additional inquiries have been received from four property owners.
 - P&Z may extend or limit the proposed zone
- Police & Fire Chiefs commented by email with minimal input as to this possible zoning change causing concerns for them professionally. ADOT responded that traffic studies were not available, but Chief Muma is looking for information he recalls.
- Info from Public Work & Utilities requested for review.

❖ Public Support

- District Signs – follow up on problems, new additions & deletions
- Prep & conduct Neighborhood Meeting for J. Clubhouse
- Check on report of possible sign violation – maintenance in process
- Discuss possible lot split 6th St., possible new owner acquiring more sq. ft.
- Research Holly Lot for owner re: history on splits and possible need for variance to build, prior letter on file
- Research Zoning Ord regard private property sign for citizen complaint, the sign ordinance is for business signs
- Review changes to 221 Dundee w/architect
- Meetings with possible property owner First/School St location re: now in escrow again, file review w/possible new owner
- Public hearings, Zoning Petition & Text Amendments re: Accessory buildings, Solar reference and reference to ARS Public Hearing statutes
 - Newspaper notice, draft of changes and additional posting
- Emails and meet w/Attorney for update on Magnolia payment/lien processing

❖ Site Visits

- Business Inspections, Business License
 - Mine Café
 - Raku
 - Lola
 - Desert Lace
 - Nellie Bly II
- Building Inspections – open permits, possible development, permit eval
 - North Ave., new home permit in process
 - 222 First Ave., P&Z/DRB review in process
 - 764 East, permit in process
 - 89A Hampshire, Roof, garbage/photograph
 - 132 First St. – photograph improved exterior condition
- 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, December 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 and John McDonald.
Staff present Charlotte Page, Zoning Administrator and Joni Savage, Deputy Clerk.

7:01 ITEM 2: APPROVAL OF MINUTES: Minutes of November 14, 2018

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

7:01 ITEM 3: PETITIONS FROM THE PUBLIC - *There were no petitions from the public.*

7:01 ITEM 4: REPORT/SUMMARY OF RECENT P&Z ACTIVITIES HENRY VINCENT, P&Z LIASION

Mr. Vincent spoke about the work session concerning rezoning eleven parcels on Hampshire and North Drive. He noted they had gone into executive session prior to the last regular meeting and asked the attorney questions regarding the rezoning.

Mr. Vincent then apprised them of the status of the new home being built on North Drive. He updated them on the Solar Guidelines. He discussed the temporary sign permit and informed the Design Review that Planning and Zoning is passing that back to them.

Chair Wood asked if there had been anything negative about the project on 160 North Drive. He asked if anyone had come in support of that project.

Mr. Vincent said there was no one in opposition to the project on North Drive in attendance at the meeting.

Chair Wood doesn't feel that we are the only say on this and he directed staff to reach out to the neighbors.

TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331

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

7:09 ITEM 5: NEW ROOF ON SUN ROOM AT 123 BEAL ST.

APPLICANT: Michael & Candace Gallagher

ADDRESS: 123 Beale St.

OWNER OF RECORD: Michael & Candace Gallagher

ZONE: AR

APN: 401-06-111D

Applicant seeks to replace a glass roof on a sunroom attached to the home on the south-west side (rear) of the building. Glass to be replaced with slate colored roll roofing to complement the existing shingle roof on the main structure.

Approval of new roof.

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

7:10 ITEM 6: FUTURE AGENDA ITEMS

Chair Wood asked to get together with Ms. Page prior to the next meeting and discuss his hopes for the signs in Town. He would like it on the next agenda.

Ms. Page believes that there are items in the Zoning Ordinance that need to be amended.

Mr. Vincent made an observation that they had done so much work and then it was the very end when the public showed up and complained against it.

Mr. Smith asked about the status of the "Certificate of No Effect?" There was some discussion about it and its status.

ITEM 7: ADJOURN

Adjourned at 7:15 p.m.

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

Approval on next page.

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 December 10, 2018 TIME: 7:00 pm

PLACE: **JEROME CIVIC CENTER**

600 Clark St., JEROME, ARIZONA 86331

MINUTES

Respectfully submitted by Joni Savage on January 14, 2019.

Approved:  Date: 1-14-19
Design Review Board Chair

Attest:  Date: 1-14-19
Design Review Board Vice Chair



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TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331
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DRAFT MINUTES REGULAR MEETING OF THE JEROME TOWN COUNCIL JEROME CIVIC CENTER - 600 CLARK STREET - COUNCIL CHAMBERS TUESDAY, JANUARY 8, 2019, AT 7:00 P.M.

ITEM #1:	<p>CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE</p> <p>Mayor/Chairperson to call meeting to order. <i>Mayor Alex Barber called the meeting to order at 7:01 p.m.</i></p> <p>Town Clerk to call and record the roll. <i>Town Manager/Clerk Candace Gallagher called the roll. Present were Mayor Barber, Vice Mayor Sage Harvey, and Councilmembers Mandy Worth, Jack Dillenberg and Jane Moore.</i></p> <p><i>Other staff present were Charlotte Page, Zoning Administrator; Joni Savage, Deputy Clerk; Melanie Atkin, Accountant; and Fire Chief Rusty Blair.</i></p> <p>Mayor or Mayor's designee to lead the Pledge of Allegiance. <i>Charlotte Page led the pledge.</i></p> <p><i>Mayor Barber rearranged the agenda to move Items 8A and 8B prior to Item 3.</i> <i>Councilmember Worth asked for Item 8C to be moved to after Item 7B.</i></p>																																										
ITEM #2: 7:03 (2:16)	<p>FINANCIAL REPORTS</p> <p>Budget to Actual reports, vendor ledger and balance sheet for December 2018</p> <p style="text-align: center;">Motion to Approve the Financial Reports</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 5px 0;"> <thead> <tr> <th style="text-align: left;">COUNCILMEMBER</th> <th style="text-align: center;">MOVED</th> <th style="text-align: center;">SECONDED</th> <th style="text-align: center;">AYE</th> <th style="text-align: center;">NAY</th> <th style="text-align: center;">ABSENT</th> <th style="text-align: center;">ABSTAIN</th> </tr> </thead> <tbody> <tr> <td>BARBER</td> <td></td> <td></td> <td style="text-align: center;">X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>DILLENBERG</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>HARVEY</td> <td></td> <td></td> <td style="text-align: center;">X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>MOORE</td> <td></td> <td></td> <td style="text-align: center;">X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>WORTH</td> <td></td> <td style="text-align: center;">x</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				DILLENBERG	x		X				HARVEY			X				MOORE			X				WORTH		x	X			
COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN																																					
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MOORE			X																																								
WORTH		x	X																																								
ITEM #3: 7:18	<p>STAFF AND COUNCIL REPORTS</p> <p>Written staff reports by the Town Manager/Clerk, Deputy Town Clerk, Utilities Clerk, Accounting Clerk, Public Works Department, Building Inspector, Library, Municipal Court, Police Chief, and Fire Chief, and verbal reports from Council members.</p> <p><i>Councilmember Dillenberg commented on community support helping with snow removal last week. He thanked Mansel Mathews for his help.</i></p> <p><i>Mayor Barber asked Ms. Gallagher to go over her report. She read from her report, which included:</i></p> <ul style="list-style-type: none"> • <i>Prop 202 funding request has been submitted.</i> • <i>She attended a closed session meeting of the Planning and Zoning Commission.</i> • <i>She is preparing a report for Council of pending and ongoing projects from the last Council, and suggested a special meeting to review that report, once completed.</i> <p><i>Councilmember Worth commented on several items included in the staff reports:</i></p> <ul style="list-style-type: none"> • <i>She noted that, on the Public Works report, there seem to be a lot of sewer issues. Ms. Gallagher stated that we have been having ongoing issues with "flushable" wipes clogging up the system, and there will be an article about that in the January newsletter.</i> • <i>She noted that the Fire Department report indicates that, if the Department is called directly, rather than through 9-1-1, it saves the Town money and suggested that we place an insert in the water billings to let the public know that.</i> • <i>She noted an EMS call where the patient was hungry, and encouraged all to be aware of what is going on with our neighbors.</i> • <i>She asked for volunteers with an electronics workshop to be conducted by our library as part of a Spring Science and Technology Fair for kids 10-17.</i> • <i>She asked about the "Stop Work Order" at 128 1st Street that was listed on the building inspector's report, and whether the Town was able to reach out to them so that this would not happen again. Ms. Page explained that they were doing work without a permit. Mr. Wolstencroft said that was the first time he has ever issued a Stop Work Order here. She has reached out to them to explain the procedures.</i> <p style="text-align: center;">Motion to Approve Staff Reports</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 5px 0;"> <thead> <tr> <th style="text-align: left;">COUNCILMEMBER</th> <th style="text-align: center;">MOVED</th> <th style="text-align: center;">SECONDED</th> <th style="text-align: center;">AYE</th> <th style="text-align: center;">NAY</th> <th style="text-align: center;">ABSENT</th> <th style="text-align: center;">ABSTAIN</th> </tr> </thead> <tbody> <tr> <td>BARBER</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>DILLENBERG</td> <td></td> <td></td> <td style="text-align: center;">X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>HARVEY</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>MOORE</td> <td></td> <td></td> <td style="text-align: center;">X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>WORTH</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		X				DILLENBERG			X				HARVEY		X	X				MOORE			X				WORTH			X			
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<p>ITEM #4: 7:26 (25:38)</p>	<p>PLANNING AND ZONING AND DESIGN REVIEW MINUTES/ RECOMMENDATIONS/ZONING ADMINISTRATOR'S REPORT</p> <p>Minutes are provided for the information of Council and do not require action.</p> <p>Ms. Page read from her report, noting that the proposed zone change now has 100% landowner agreement. That zone change was then discussed briefly.</p> <p>Vice Chair Harvey asked, "Have we considered the impact to infrastructure turning a single-family neighborhood into a multi-family neighborhood?"</p> <p>Councilmember Moore responded to say that, Planning & Zoning may not be the appropriate body to look at that, but it should be looked at. It may fall under the Council's purview.</p> <p>Councilmember Dillenberg concurred.</p> <p>7:33 (32:50) Margie Hardie, a member of the Planning and Zoning Commission questioned whether it should be Council rather than P&Z looking at the impact on infrastructure.</p> <p>7:34 (34:06) Curtis Lindner, a resident of Jerome spoke. He is on the County board for Planning and Zoning. He believes that there should be an engineer's report about the ramifications on the infrastructure before Council makes a decision.</p> <p>Councilmember Dillenberg said that input from Public Works might be helpful.</p> <p>Ms. Gallagher noted that an engineer's report would likely be expensive; however, input from our sewer plant operator (Contract Waste Water) which might be helpful.</p> <p>7:37(36:30) Tyler Christensen, who works for Contract Waste Water, stated that they have data and he recommended a field trip for Council.</p> <p>Councilmember Moore said that we could get the capacity figures from Contract Waste Water and what the maximum would be that it could handle.</p> <p>7:39 (38:30) Curtis Lindner suggested that we confer with our legal counsel and consider the cost of upgrading the sewer system, and whether that would be passed on to the general public or to those that are wanting to develop.</p>
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<p>ITEM #5: 7:40 (39:36)</p>	<p>APPROVAL OF MINUTES</p> <p>December 11, 2018 – open and closed sessions December 20, 2018 – open and closed sessions</p> <p><i>If necessary, Council may enter into executive session, pursuant to A.R.S. §38-431.01(A)(2), for the discussion or consideration of records exempt by law from public inspection.</i></p> <p>Motion to Approve the Open and Closed Session Minutes of December 11 and 20, 2018</p> <table border="1"> <thead> <tr> <th>COUNCILMEMBER</th> <th>MOVED</th> <th>SECONDED</th> <th>AYE</th> <th>NAY</th> <th>ABSENT</th> <th>ABSTAIN</th> </tr> </thead> <tbody> <tr> <td>BARBER</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>DILLENBERG</td> <td>X</td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>HARVEY</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>MOORE</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>WORTH</td> <td></td> <td>X</td> <td>X</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER			X				DILLENBERG	X		X				HARVEY			X				MOORE			X				WORTH		X	X			
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<p>ITEM #6: 7:41 (40:00)</p>	<p>PETITIONS FROM THE PUBLIC</p> <p>There were no petitions from the public.</p>
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<p>ITEM #7: 7:41</p>	<p>ORDINANCES</p> <p>ITEM #7A: SECOND READING AND POSSIBLE ADOPTION: ORDINANCE NO 445, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING SECTIONS 104, 105 AND 106 OF THE JEROME ZONING ORDINANCE REGARDING BOARD MEMBER ABSENCES</p> <p>Council may conduct the second reading of, and may adopt, Ordinance No. 445, amending Sections 104, 105 and 106 of the Jerome Zoning Ordinance with respect to board member absences. This change was recommended by the Planning & Zoning Commission on November 7, 2018, for adoption by Council.</p> <p>Ms. Page reviewed this ordinance, which was read by the Mayor in title only.</p> <p>7:40 (42:20) Curtis Lindner stated he's been on the County Planning Board for 20 years, and pointed out that an excused absence is different than an absence, and that is not addressed in this change.</p> <p>Ms. Page explained that the Planning and Zoning deliberately removed excused absences as part of this change.</p> <p>Councilmember Moore, who served on the Planning & Zoning Commission when this change was discussed, explained that, due to absences, there was an inability to obtain a quorum and meetings were being cancelled.</p> <p>7:42 (44:30) Mr. Lindner acknowledged that the situation is different at the County.</p> <p>Motion to Adopt Ordinance No. 445</p> <table border="1"> <thead> <tr> <th>COUNCILMEMBER</th> <th>MOVED</th> <th>SECONDED</th> <th>AYE</th> <th>NAY</th> <th>ABSENT</th> <th>ABSTAIN</th> </tr> </thead> <tbody> <tr> <td>BARBER</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>DILLENBERG</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>HARVEY</td> <td>X</td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>MOORE</td> <td></td> <td>X</td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>WORTH</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER			X				DILLENBERG			X				HARVEY	X		X				MOORE		X	X				WORTH			X			
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HARVEY	X		X																																								
MOORE		X	X																																								
WORTH			X																																								

7:46

ITEM #7B: PUBLIC HEARING, SECOND READING AND POSSIBLE ADOPTION - ORDINANCE NO 446, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING SECTIONS 201, 303, 304, 503, 504, 505, 506 AND 507 OF THE JEROME ZONING ORDINANCE REGARDING ACCESSORY BUILDINGS

Council will conduct a Public Hearing regarding Ordinance No. 446, amending various sections of the Jerome Zoning Ordinance regarding accessory buildings. This change was recommended by the Planning & Zoning Commission on November 7, 2018, for adoption by Council. Following the Public Hearing, Council may conduct the second reading of, and possibly adopt, the Ordinance.

Mayor Barber opened the Public Hearing.

7:47 (46:20) Curtis Lindner gave his thoughts, that the intent of this ordinance is to keep people from using accessory buildings as habitable space; however, that is already prohibited in our Zoning Code. He asked each of the Council members what their intent is. He added that he owns a house on Magnolia, and if he wanted to build a studio that would match that historic roofline, he would not be able to under the proposed height restriction.

7:49 (48:56) Kathy Feher, 701 Hull Road, asked about the intent of the change to the ordinance. They have submitted plans to build a storage unit on top of their garage. She asked if their planned construction would be grandfathered with the new regulation of would be null and void.

7:51 (50:14) Margie Hardie, resident and Chair of the Planning & Zoning Commission, spoke in support of the ordinance. She referenced a packet of information that she handed out to the Council and read from the handout.¹

8:01 (1:00:06) Suzy Mound, a resident, stated that she lives in a dense neighborhood, and if someone were allowed to build a 25-foot-high garage on their lot, it could possibly tower over and be larger than some of the homes there. She supports the proposed height limitation for detached accessory buildings.

8:03 (1:02:25) Curtis Lindner pointed out that this is just a change in permitted height from 25 feet to 14 feet. He suggested that a better way for Jerome to approach this would be to look at situations individually through a use permit or variance process, which would include approval from neighbors – a "good public process."

8:05 (1:05:05) Lance Schall, resident and Vice Chair of the Planning and Zoning Commission, stated that he was sole negative vote when the Commission recommended adoption of this ordinance. He explained that he does not want to see "towering buildings," but feels that this ordinance is poorly drafted. He noted that, if the intention is to prevent a building from blocking someone's view, there is nothing in our ordinance to prohibit a 25-foot-high addition to a structure. "We haven't stopped someone from blocking a view," he said. He further stated, regarding Ms. Hardie's concern that an accessory building could become a second house on one lot, that he doesn't believe that argument is supported, and there are a lot of uses for an accessory building that don't include a living space.

8:09 (1:08:44) Don Feher, 701 Hull Road, explained the construction they plan to undertake to add a storage space to the top of their garage. With this new proposed amendment, he said, they could not build this. He asked if consideration could be given to their project because, due to its measurements, no one would be able to live in the proposed addition.

Councilmember Moore said that our Zoning Ordinance has always said that an accessory building is to be subordinate to the main structure. The height change was proposed, she said, because a 25-foot tall accessory building might be subordinate to the house, however it would dwarf the historic home. She said that people could always apply for a variance, and if we saw a lot of variance applications, we could consider a further change to the Code. She said that she believes that this is a reasonable ordinance change.

Councilmember Dillenberg said that he doesn't like the verbiage of the ordinance. He said that he believes that adding to the top of a garage is okay, as long as the space is not used to generate income. He doesn't have a problem with a caregiver living on the property, and would encourage that the ordinance be rewritten.

Councilmember Worth expressed her agreement with Councilmember Dillenberg and Mr. Schall. She said that she is uncomfortable with the way that the proposed ordinance is written. She referred to the definition of a guest house and read it from the Zoning Ordinance, and asked if that would be removed with this ordinance. (This was confirmed by staff.) She said that she doesn't like the strictness of the proposed ordinance, although she is fine with a height change to 14 feet.

Vice Mayor Harvey stated that FEMA's definition of an accessory building states that it is not habitable by humans, and commented that, if we allow people to live in something that is not habitable, there would be an impact on infrastructure.

Councilmember Worth asked if someone could apply for a variance on the height of an accessory building; for example, Mr. and Mrs. Feher.

Ms. Page explained that a variance would go through the Board of Adjustment.

The Council discussed different scenarios and variances. Ms. Gallagher read aloud the portion of the Zoning Ordinance stating that the Board of Adjustment is authorized to "hear and decide appeals for variances from the terms of the zoning ordinance only if, because of special circumstances applicable

¹ Ms. Hardie's handout is included as an addendum to these minutes.

to the property, including its size, shape, topography, location, or surroundings the strict application of the zoning ordinance will deprive such property of privileges enjoyed by other property of the same classification in the same zoning district. Any variance granted is subject to such conditions as will assure that the adjustment authorized shall not constitute a grant of special privileges inconsistent with the limitations upon other properties in the vicinity and zoning in which such property is located."

8:33(1:32:27) Curtis Lindner pointed out that our variance process doesn't include the public. If it is not an allowed use, it is handled by a different process. Mr. Lindner also referenced a provision in the Ordinance stating that it would require a 4/5 vote by Council to override the recommendation of the Planning & Zoning Commission. "Council may want to look at that," he said, noting that the Commission is just making a recommendation.

Councilmember Moore stated that our ordinance is not clear as to what "subordinate" means, and this height restriction makes it clearer. She said that guest houses are not allowed in any zone, so she is not sure why there is a definition for that included in the existing Zoning Ordinance.

Councilmember Worth added she would like to see the Ordinance clarified regarding permitted size and square footage.

8:39 (1:38:30) Margie Hardie noted that there are limitations in our Zoning Ordinance based on the lot coverage. You can build up to 60% on your lot. There are already limitations in place based on lot size and setbacks.

Councilmember Worth noted that, regardless, if one has a big enough lot, one could add a large building. "I just want to make sure it is very clear," she said, so we're not opening us up to legal issues" She reiterated that she would like a square footage limitation included.

Councilmember Dillenberg reminded all that this is a public hearing, and Council does not have to vote on this at this meeting.

Councilmember Worth said that she would like to table action on this. Councilmember Dillenberg agreed. Mayor Barber asked if that was a motion and Ms. Worth replied, "No, that is merely a request." Ms. Gallagher clarified that Council could choose to continue or close the public hearing.

At this time, Councilmember Moore made a motion to adopt Ordinance 446. There was no second and the Mayor declared that the motion died.

Vice Mayor Harvey stated, "I'm going to have to go with Mandy and Jack, it does need to be clearer." She then made a motion to table this.

Mayor Barber asked Ms. Gallagher for clarification on the next step.

Ms. Gallagher explained, "You could table it to a definite date. You could ask staff to work on it or send it back to Planning and Zoning."

Councilmember Worth said she would like to make a motion to table this. Councilmember Dillenberg did the same.

Ms. Gallagher said there already is a motion to table.

Councilmember Worth said she wanted it tabled with the amendment that we have a committee that includes Planning and Zoning, staff and at least some Council (that incorporates all interested parties) to provide input prior to its appearing on an agenda again.

Motion to Table with Amendment that a Committee that Incorporates all Interested Parties Give Input Prior to Appearing on an Agenda Again

COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
BARBER				X		
DILLENBERG		X	X			
HARVEY				X		
MOORE				X		
WORTH	X		X			

Motion failed.

8:46 (1:45:15) Margie Hardie said that if Council wishes to change anything, they are basically sending it back to the Commission, and they need a 3/4 vote (meaning four members out of five) in order to do that.

Councilmember Worth noted that Council is not sending it back to the Commission. They would just be getting additional input and clarification.

8:48(1:47:00) Ms. Hardie said, "You're rejecting the Commission's recommendation."

Councilmember Worth said, "I am not rejecting the recommendation, I am requesting for clarification and further discussion on detail."

8:48(1:47:10) Ms. Hardie said, "Unless you accept this as is written, you're rejecting it."

Councilmember Worth said again that they are not rejecting it, but just requesting further discussion.

Ms. Page referenced the Zoning Ordinance and stated that Council can propose changes that would be sent back to the Commission.

Councilmember Dillenberg then moved that the discussion be tabled and that a special meeting be scheduled to continue the discussion. Councilmember Worth seconded the motion.

Motion to Table to a Special Meeting

COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
BARBER			X			
DILLENBERG	X		X			
HARVEY			X			
MOORE				X		
WORTH		X	X			

Ms. Gallagher asked the Mayor if she would close or continue the public hearing.

Mayor Barber said that we could continue the public hearing at the special meeting. Ms. Gallagher will use Doodle to schedule a special meeting for this purpose.

8:54
(1:52:05)

ITEM #7C: FIRST READING – ORDINANCE NO. 447, AN ORDINANCE OF THE COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING CHAPTER 10, "OFFENSES," OF THE JEROME TOWN CODE BY THE ADDITION OF NEW ARTICLE 10-3 THEREOF, "DRIVING WHILE USING A PORTABLE COMMUNICATIONS DEVICE"

Council may conduct the first reading of Ordinance 447, amending the Town Code to prohibit the operation of portable communications devices while driving, unless that device is configured to allow hands-free listening and talking, and is used in that manner.

The resolution

Mayor Barber read Ordinance 447 in title only.

Ms. Gallagher explained that this ordinance mirrors the language in the County's ordinance, and that the Police Chief fully supports this. The language itself is set forth in Resolution 578 in order to minimize publication costs.

8:58
(1:57:30)

ITEM #7D: FIRST READING – ORDINANCE NO. 448, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING SECTION 2-4-8, "VOTING," OF ARTICLE 2-4, "COUNCIL PROCEDURE," OF THE JEROME TOWN CODE

Council may conduct the first reading of Ordinance 448, amending the Town Code with respect to abstentions from voting.

Mayor Barber read Ordinance 448 in title only, and Councilmember Worth explained the need for it in order to be consistent with Robert's Rules of Order. Our current Code states that an abstention for any reason other than a conflict of interest would constitute a "yes" vote, which conflicts with Robert's Rules.

The draft ordinance would delete one paragraph entirely – Item D. It was discussed and agreed that the first sentence of that paragraph would remain in place, stating that Council members are expected to vote on all issues placed before them.

ITEM #8:
7:03 (3:02)

NEW BUSINESS

ITEM #8A: AUTHORIZING PURCHASE OF SELF-CONTAINED BREATHING APPARATUS (SCBAs)

Council may approve the purchase of 12 SCBAs from FDC Rescue Products in the amount of \$76,324.44, funded primarily through a FEMA grant received for same. The Town's match is \$4,400.00, and funds were appropriated in the 2018-19 budget for same.

Chief Blair presented and explained this request. He noted that these would be for the AVON packs.

Vice Chair Harvey confirmed with Ms. Gallagher that the matching funds were in the budget.

Motion to Authorize Purchase of Self-contained Breathing Apparatus.

COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
BARBER		X	X			
DILLENBERG	X		X			
HARVEY			X			
MOORE			X			
WORTH			X			

7:07 (6:58)

ITEM #8B: AUTHORIZING PURCHASE OF FIRE TRUCK

Council may approve the purchase of a Type 1 Fire Truck from HME Incorporated at a cost of \$432,147, funded primarily through a FEMA grant received for same. The Town's match is \$20,923.00, and funds were appropriated in the 2018-19 budget for same.

Chief Blair presented and explained this request. He said that they are hoping to do a ceremonial "push in" of the truck on Saturday, January 26, and he will be putting out a flier about that.

Councilmember Moore asked what we would be doing with engine that is being replaced. Chief Blair explained that this would be up to Council; however, it can't be given away because it was purchased with FEMA funds, and another department could not use it because it is a non-compliant vehicle. A private individual could buy it.

The Chief thanked Assistant Chief Tim Irwin for writing these grants.

16:00: Duty Officer Ian Haney informed Chief Blair that there would be a rope drill in the morning on the 26th of January.

Vice Chair Harvey confirmed with Ms. Gallagher that the matching funds were in the budget.

Motion to Authorize Purchase of the Fire Truck

COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
BARBER			X			
DILLENBERG			X			
HARVEY	X		X			
MOORE			X			
WORTH		X	X			

8:56
(1:55:15)

ITEM #8C: RESOLUTION NO. 578, A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, DECLARING AS A PUBLIC RECORD THAT CERTAIN DOCUMENT FILED WITH THE TOWN CLERK AND ENTITLED "ARTICLE 10-3, DRIVING WHILE USING A PORTABLE COMMUNICATIONS DEVICE," AN AMENDMENT TO THE TOWN CODE OF THE TOWN OF JEROME

Council may approve Resolution No. 580, declaring as a public record proposed Article 10-3 of the Jerome Town Code, "Driving While Using A Portable Communications Device." The article would be adopted as part of Ordinance No. 447.

Councilmember Worth referred to the Resolution, Exhibit A, Section 10-3-4, B., which states, "A violation of this chapter is a nonmoving civil traffic violation," and asked if this is a misprint.

Ms. Gallagher said that this language was in the County's ordinance, but she will get clarification on that. She suggested the Resolution be tabled to the next meeting, where the ordinance will have its second reading.

Motion to Table Until the Next Meeting.

COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
BARBER	X		X			
DILLENBERG			X			
HARVEY		X	X			
MOORE			X			
WORTH			X			

9:01
(2:00:35)

ITEM #8D: APPOINTING COUNCIL REPRESENTATIVE TO VERDE VALLEY REGIONAL ECONOMIC ORGANIZATION (VVREO) LONG RANGE STRATEGIC PLANNING COMMITTEE

Council may appoint one of its members to serve as the Town's representative on the Long-Range Strategic Planning Committee of the Verde Valley Regional Economic Organization.

Following a brief discussion, Councilmember Dillenberg recommended that Councilmember Worth be appointed, and said that he would be willing to serve as alternate.

Motion to Appoint Councilmember Worth as the Representative and Councilmember Dillenberg as the Alternate

COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
BARBER		X	X			
DILLENBERG			X			
HARVEY			X			
MOORE	X		X			
WORTH			X			

9:07
(2:06:25)

ITEM #8E: FILM PERMIT – STUDENT FILM

Council may review and determine the appropriate permit fee for a short student film to be filmed in Jerome during March.

Ms. Gallagher explained that staff usually handles film permits; however, this is a student film and we don't have a fee category for that. In those cases, it goes to Council for their determination.

Councilmember Worth expressed strong support for student projects such as this, but stated that she feels that the application is incomplete. She had several questions:

- Where is the "camp site forest" referenced?
- Do they need ADOT permission to film on sidewalks?
- She would like to see written permission from private property owners where filming would take place prior to issuing the permit.
- The application mentions a "trailer for the crew to sleep in," but overnight camping is not permitted in Jerome.
- Insurance certificate should be required.

Ms. Gallagher asked the Council to forward their questions to her and she will request further information from the applicant. The items was tabled pending receipt of additional information.

Motion to Table

COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
BARBER	X		X			
DILLENBERG		X	X			
HARVEY			X			
MOORE			X			
WORTH			X			

ITEM #9:
9:11
(2:12:40)

TO AND FROM THE COUNCIL

Council may direct staff as to items of pending importance that they would like placed on a future meeting agenda.

Councilmember Moore said that she would like a general update from Public Works on water, sewer and streets. Mayor Barber suggested a question and answer session with Mr. Boland at a future meeting.

Mayor Barber recommended a field trip by Council to the Hotel Jerome.

Councilmember Worth reported that she is working on a presentation to Council about consolidation issues for the Verde Valley Schools. She would also like to meet with our District 6 legislators. Ms. Gallagher recalled that there had been discussion regarding their possible attendance at the February intergovernmental meeting to be hosted by the Yavapai-Apache Nation. She will try to find out more about that.

Councilmember Worth asked if the Town was a member of the Chamber of Commerce, Historical Society, and Arizona Rural Development Council through Local First. If so, she said, she would like make sure that someone is attending their meetings and giving Council feedback. Ms. Worth also proposed that we maintain a comprehensive calendar of area meetings to be posted on our website, and find a way to assist new property owners by providing information they will need.

Councilmember Dillenberg said that he is a member of the Chamber and he attends their meetings, but if the Council prefers to have a different representative at those meetings, it is fine with him. He also noted that he has been invited to be a special guest at the Special Olympics World Games and will be out of the country at the time of the March Council meeting, but will see if it is possible to attend telephonically.

ITEM #10:	ADJOURNMENT						
	Adjourned at 9:23 p.m.						
	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
	BARBER			X			
	DILLENBERG		X	X			
	HARVEY	X		X			
	MOORE			X			
	WORTH			X			

APPROVE:

ATTEST:

Christina "Alex" Barber, Mayor

Candace B. Gallagher, CMC, Town Manager/Clerk

Date: _____

From: **Margie & Rusty** mhardie@q.com
Subject: **Public comment accessory buildings**
Date: **January 14, 2019 at 10:36 AM**
To: **Cardace Gallagher** c.gallagher@jerome.az.gov



January 8, 2019
Re: Amendment of Jerome Zoning Ordinance Accessory Buildings

Mayor Barber and Town Council,

I am here to comment on the amendment to the Jerome Zoning Ordinance regarding Accessory Buildings, speaking as a member of the community. I am the Chair of the Planning and Zoning Commission but I can only speak for myself but reference some documents.

I have put together some information that I hope will clarify how the Jerome Planning & Zoning Commission arrived at their recommendation.

The commission discussion was triggered by a request by a resident to build a two story 1500 sq. ft. accessory building on a lot in the R1-5 zone. Many of the neighbors were very concerned about the appropriateness of the type of structure in a small neighborhood and the ultimate use of such a building. The Commission began discussing what is suitable in our town based on lot size and other considerations such as what height and percentage of lot usage would be appropriate. We also discussed uses of accessory buildings.

After multiple meeting discussions, a public hearing (where there were no objections from the public), a vote by the P&Z Commission where, Commissioners Henry Vincent, Jane Moore, Scot Hutchinson and Margie Hardie voted to approve the changes and a review by the Town Attorney. You now have the final draft of the changes to the Zoning Ordinance regarding Accessory Buildings.

I have put together a packet of information, excerpts from P&Z minutes, parts of the Jerome Zoning Ordinance and recommendation from the Jerome Fire Chief.

I will try to briefly go through these documents in my allotted time.

Minutes: 9/13/18 Height was discussed, comments made for 14ft. height

Minutes: 11/7/18: Public Hearing

Jerome Fire Chief recommendation and Press release

Council Action for zoning amendments from the Zoning Ordinance. Specifically talks about Council overruling the Commission recommendation (page 2 of 2)

Excerpts from Jerome Zoning Ordinance:

Old definition of Accessory Building, changes include addition of height, use and visually subordinate Building, Main – can't have 2 dwellings

Garage: no compensation re: can't use building to compensate someone working for you

Guest House: not a permitted use in any zone

R1-5 residential zone allows for only 1 dwelling. Any additional residence (call it guest house, caretaker house or Grandmother house, it is still a residence(dwelling))

Parking: any additional dwelling requires 2 more off-street parking spaces.

The current ordinance does not allow dwelling in an Accessory building but to prevent future overcrowding and ruining the integrity of our single family residential zone, we should be clear that an Accessory building may not be used as a secondary residence with all the requirements that go with it.

Address for the residence

Separate utilities.

Tax for second residence?

Overcrowding in our neighborhood

Worsening of the parking shortage.

I believe that this change to the ordinance would be a benefit to our town and securing the residential neighborhoods for the future.

Thank you very much.

Margie Hardie



TOWN OF JEROME, ARIZONA

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DRAFT MINUTES

SPECIAL JOINT MEETING OF THE JEROME TOWN COUNCIL, PLANNING & ZONING COMMISSION, DESIGN REVIEW BOARD AND BOARD OF ADJUSTMENT

JEROME CIVIC CENTER - 600 CLARK STREET - COUNCIL CHAMBERS
WEDNESDAY, JANUARY 16, 2019 AT 6:00 P.M.

<p>ITEM #1:</p>	<p>CALL TO ORDER/ROLL CALL</p> <p>Mayor to call meeting to order.</p> <p><i>Mayor Alex Barber called the meeting to order at 6:05p.m.</i></p> <p>Town Clerk to call and record the roll for Council.</p> <p><i>Town Manager/Clerk Candace Gallagher called the roll. Present were Mayor Alex Barber, Vice Mayor Sage Harvey, Councilmembers Mandy Worth, Jack Dillenberg and Jane Moore.</i></p> <p><i>Other staff present were Charlotte Page, Zoning Administrator and Joni Savage, Deputy Clerk.</i></p> <p>Zoning Administrator to call and record the roll for the Commission and Boards.</p> <p><i>Roll call was taken by Ms. Page. Planning and Zoning Commission members present were Chair Margie Hardie, Vice Chair Lance Schall, Scott Hudson and Henry Vincent.</i></p> <p><i>Design Review Board members present were Chair Brice Wood, Vice Chair Danny Smith, Henry Vincent, Tyler Christensen and John McDonald.</i></p> <p><i>Board of Adjustment members present were Suzy Mound and Natalie Barlow. Vice Chair Chris Babbage, Carol Yacht and Gary Shapiro were absent.</i></p> <p><i>The Pledge of Allegiance was said.</i></p>
<p>ITEM #2: 6:06 (3:00)</p>	<p>PRESENTATION / Q&A WITH TOWN ATTORNEY</p> <p>Town Attorney Bill Sims will provide information and answer questions regarding Arizona's Open Meeting Law, Robert's Rules of Order, Conflicts of Interest, and the Rezoning process.</p> <p><i>Mr. Sims spoke about zoning, open meeting law, conflicts of interest and due process. He referred to three different handouts for his presentation, each of which will be placed on file with these meeting minutes.</i></p> <p><i>6:24(0:24:00) Margie Hardie asked a question regarding discussion and whether it should be prior to or after a motion. She believes the Chair or Mayor should ask for a motion.</i></p> <p><i>6:28 (0:27:58) Ms. Hardie asked about a quorum and referred to the Board of Adjustment only having two members present.</i></p> <p><i>6:30 (0:29:30) Councilmember Dillenberg asked about an abstention from voting and whether it is considered a yes vote or a no vote. He had thought that an abstention was neither. Ms. Gallagher noted that our Code currently provides that an abstention is counted as a yes vote, but we have introduced an ordinance to change that.</i></p> <p><i>6:32(0:32:30) Tyler Christensen asked about a conflict of interest.</i></p> <p><i>Mr. Sims responded that you would abstain and it would not be considered a yes vote.</i></p>

6:33 (0:32:50) Curtis Lindner, a member of the Yavapai County Planning Commission, asked Mr. Sims to explain the public's perception of a conflict of interest.

Mr. Sims responded that he feels members should recuse themselves if there is appearance of a conflict.

6:34 (0:34:55) Mr. Lindner spoke again about public perception and conflict of interest.

6:38(0:38:30) Danny Smith gave an example of when a council member should have recused themselves.

6:42 (0:42:30) Jeff Koppelmaa, a resident of Jerome, inquired about ending a debate. He asked what vote would end the debate, is it two-thirds or three-fourths.

Mr. Sims said that Robert's Rules is more rigorous, but he feels that we should be more flexible and allow the Mayor to run the meeting.

6:47(0:47:42) Mr. Lindner spoke again and stated there is a history of a procedural way of going through the meeting. Move the agenda along to avoid endless conversation.

6:50 (0:50:10) Ms. Hardie summarized meeting steps for Planning and Zoning.

Mr. Sims said that he believes it is perfectly appropriate to have discussion before or after the motion.

Vice Mayor Harvey asked about splintering the quorum and emails. She confirmed that members should never use "reply all."

Mr. Sims referred to the Open Meeting Law and that one of its intents is deter future infractions. He believes it is best to disclose infractions right away.

6:56 (0:56:40) Ms. Hardie asked a question about knowingly violating the Open Meeting Law. What should happen?

Mr. Sims explained the process.

7:01 (1:01:34) Mr. Smith commented about quorums.

Vice Chair Harvey had a question about a non-salaried officer of a non-profit and whether it was a conflict. Mr. Sims explained that if it was a paid officer then there would be a conflict. He gave examples of conflict and non-conflict.

7:13 (1:05:00) Mr. Koppelmaa asked a question about indirect proprietary interest.

Mr. Sims provided an example regarding a P&Z member that would vote to authorize a development that increases that member's property value. He explained Title 41 and talked about gift restrictions.

Councilmember Dillenberg left the dais at this time and Mayor Barber asked for a five-minute recess.

Motion to take a recess at 7:17

COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
BARBER			X			
DILLENBERG					X	
HARVEY	X		X			
MOORE			X			
WORTH		X	X			

The meeting reconvened at 7:28 p.m.

Mr. Sims spoke about rezoning and said that development agreements can help with property rights. He discussed the necessity for a General Plan and noted that the Zoning Commission makes recommendations to the Council.

7:36 (Part 2, 0:07:46) Mr. Lindner asked Mr. Sims to explain the difference between how the Council looks at development versus when P & Z looks at it.

Mr. Sims gave a very detailed answer.

Ms. Page asked, "If the Town decided to rezone a particular parcel, that would come from the Council would it not?"

Mr. Sims responded that it could come from the P & Z. Councilmember Moore said that she believed it could come from Planning and Zoning, Council or the public, and Mr. Sims agreed.

Mr. Sims continued speaking about property rights.

7:51 (0:23:05) Ms. Hardie asked a question about the R-2 Zone, and whether the Town would have to change the development standards.

Mr. Sims responded that it would not, and explained that a duplex might require different parking. It would be an amendment to the site plan and parking ordinance.

7:53 (0:25:15) Ms. Hardie asked if there is a time factor to accomplish a rezoning.

7:55 (0:27:10) Mr. Lindner asked, "Isn't a General Plan a recommendation?"

Mr. Sims responded, "No, it is gold." He talked about development fees and charging people equally.

7:56 (0:28:29) Mr. Lindner talked about the infrastructure issues unique to Jerome and possibility of passing those fees on to a developer. He asked how you would go through the ordinance change.

Mr. Sims spoke about the steps necessary and that it would include a public process.

Councilmember Moore commented that she thought that we would be required to do a lot of research and studies to create a development fee.

Mr. Sims continued to speak about the Constitution and owners' rights. He stated that, when Council acts, they act legislatively in making decisions.

8:03 (0:34:23) Mr. Lindner spoke about Council acting as a majority when modifying recommendations of the Planning & Zoning Commission.

Councilmember Moore asked a question about removing a definition from the Zoning Ordinance because the use was not allowed in any zone. The Council didn't want to remove it because they thought it might be used later.

Mr. Sims and Councilmember Moore discussed this scenario.

8:06 (0:37:40) Mr. Lindner asked about use permits and variances and Mr. Sims responded at length. It was explained that we do use conditional use permits.

8:09 (0:40:30) Mr. Lindner spoke about use permits and development trends.

8:13 (0:44:10) Mr. Lindner said that he feels it should be up to the applicant if they wanted to apply for a use permit.

Mr. Sims talked about the 1983 claim and Constitutional Rights. He explained Prop 207 and how it came about and why we use the Prop 207 waiver.

8:16 (0:47:20) Mr. Lindner asked if the waiver would protect the town.

Mr. Sims explained that when the waiver is signed, the signer wouldn't be able to sue the town.

8:17 (0:48:22) Ms. Hardie asked for clarification on the Prop 207 waiver. She also asked about changing the R-2 zone prior to rezoning the parcels.

Mr. Sims explained the Code and noted that "multi-family" is not used consistently throughout the code. Rezoning is something the Town has never done before, he said. It goes back to balancing affordable housing and protecting property rights.

Vice Mayor Harvey asked what would happen if Council did not approve the rezoning.

Mr. Sims said that Council needs to ask themselves if they want to make a change for affordable housing.

8:20 (0:52:14) Mr. Lindner asked isn't there another vehicle to accomplish that, with a special use permit?

Mr. Sims responded, "No, you wouldn't want to use that," and explained why not.

8:30 (1:01:20) Ms. Hardie asked how important the recommendations are that are made from P & Z to the Council.

Mr. Sims explained that our Code requires P&Z to make a recommendation.

Councilmember Dillenberg commented that a citizens group in Phoenix formed an HOA to oppose vacation rentals. The law says that the HOA could keep them out. He asked if Jerome citizens could do that.

Mr. Sims said that a Council member should not be involved, but property owners within a community could do that and he thought it would be totally legal.

Ms. Page asked, "How much influence does an adjacent industrial zone have on changing a zone?"

Mr. Sims said that it is irrelevant.

8:35 (1:07:00) Mr. Lindner commented that we don't factor in what someone else's zoning is. He believes that Planning and Zoning factors in the public.

Mr. Sims explained that Planning and Zoning is required to give a recommendation to Council.

Councilmember Worth asked Mr. Sims if he had a recommendation as far as a member of one board or commission attending another entity's meeting as a member of the public.

Mr. Sims said that he would advise Council members not to attend P&Z meetings, because Council is the ultimate decision maker and there could be an argument that this would violate due process. As a citizen, he said, you have a right to attend, but would be wise not to. Ms. Worth asked about attending Neighborhood Meetings, and Mr. Sims said that those are informational only, and would not be a problem.

Mr. Sims recapped and said how much he enjoys working for Jerome.

ITEM #3:	ADJOURNMENT						
	Adjourned at 8:40						
	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
	BARBER			X			
	DILLENBERG	X		X			
	HARVEY		X	X			
	MOORE			X			
	WORTH			X			

APPROVE:

ATTEST:

Christina "Alex" Barber, Mayor

Candace B. Gallagher, CMC, Town Manager/Clerk

Date: _____



TOWN OF JEROME

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ORDINANCE NO. 446

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING SECTIONS 201, 303, 304, 503, 504, 505, 506 AND 507 OF THE JEROME ZONING ORDINANCE REGARDING ACCESSORY BUILDINGS

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

Section 1. The following definitions included under Section 201, "General," of the Jerome Zoning Ordinance are hereby amended as follows (additions underlined, deletions in ~~strikeout text~~):

Accessory Building - a building or structure which is visually subordinate to and the use of which is ~~customarily~~ incidental to that of the main building, structure or use on the same lot or parcel.
Accessory buildings or structures shall not be used for human habitation.

~~Guest House—living or sleeping quarters within an accessory building for the sole use of occupants of the premises, guests of such occupants or persons employed on the premises. Such quarters shall not be rented, and/or otherwise used for income purposes.~~

Height, Building or Structure - (see Building, Height of, and Accessory Building, Height of).

Section 2. Section 201, "General," of the Jerome Zoning Ordinance is hereby amended by the addition of the following definition:

Accessory Building, Height of - the vertical measurement down from the highest point on the structure 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 portion of the structure. (See Appendix for diagrams.)

Section 3. Paragraph B, "Projects Requiring Review," of Section 303.1, "Preliminary Site Plan Review," of the Jerome Zoning Ordinance is hereby amended as follows (additions underlined, deletions in ~~strikeout text~~):

Date of first reading: 12/11/18

Date of adoption: _____

Voting record at adoption:

	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
BARBER						
DILLENBERG						
HARVEY						
MOORE						
WORTH						

B. PROJECTS REQUIRING REVIEW

Projects requiring Preliminary Site Plan Review shall include but not be limited to: lot splits, lot line adjustments, new construction, alterations, accessory buildings, grading and excavation and clearing and grubbing.

Section 4. Item 2 of Paragraph A, "Final Plan Procedures," of Section 303.2, "Final Site Plan Review," of the Jerome Zoning Ordinance is hereby amended as follows (additions underlined, deletions in ~~strikeout text~~):

2. Compliance with the appropriate sections of the Zoning Ordinance for the Zoning District including:
 - a. lot area
 - b. lot width
 - c. maximum lot coverage
 - d. yard requirements
 - e. off-street parking and loading
 - f. building height
 - g. accessory building height
 - h. any other property development standards specific to the zone.

Section 5. In Paragraph F, "Review Procedures and Criteria," of Section 304, "Design Review," of the Jerome Zoning Ordinance, an item titled "ACCESSORY BUILDINGS," as set forth below, is hereby inserted as item i, and subsequent items renumbered accordingly.

- i. ACCESSORY BUILDINGS – Accessory buildings shall be visually compatible with buildings, structures and places to which they are visually related.

Section 6. In Paragraph F, "Review Procedures and Criteria," of Section 304, "Design Review," of the Jerome Zoning Ordinance, newly renumbered item j is hereby amended as follows (additions underlined, deletions in ~~strikeout text~~):

- j. ACCESSORY FEATURES – ~~Garages, carports, sheds, fences,~~ walkways, decks, stairways, lighting, antenna and other manmade structures shall be visually compatible with buildings, structures, and places to which they are visually related.

Section 7. In Paragraph E, "Property Development Standards," of Section 503, "'AR' ZONE, AGRICULTURAL RESIDENTIAL," of the Jerome Zoning Ordinance, Item 7 is hereby added, as follows:

7. ACCESSORY BUILDINGS
 - a. Accessory buildings shall be considered in determining yard, lot and area requirements.
 - b. Accessory buildings shall not be used for human habitation.
 - c. Detached accessory buildings shall meet all required setbacks and maintain a space of five (5) feet from the main building or other structures.
 - d. Detached accessory buildings shall be constructed to a height not greater than fourteen (14) feet to the peak or highest point of the roof, as defined in "Accessory Building, Height of."

Section 8. In Paragraph D, "Property Development Standards," of Section 504, "'R1-10' ZONE, SINGLE FAMILY RESIDENTIAL," of the Jerome Zoning Ordinance, Item 7 is hereby added, as follows:

7. ACCESSORY BUILDINGS

- a. Accessory buildings shall be considered in determining yard, lot and area requirements.
- b. Accessory buildings shall not be used for human habitation.
- c. Detached accessory buildings shall meet all required setbacks and maintain a space of five (5) feet from the main building or other structures.
- d. Detached accessory buildings shall be constructed to a height not greater than fourteen (14) feet to the peak or highest point of the roof, as defined in "Accessory Building, Height of."

Section 9. In Paragraph D, "Property Development Standards," of Section 505, "R1-5' ZONE, SINGLE FAMILY RESIDENTIAL," of the Jerome Zoning Ordinance, Item 7 is hereby added, as follows:

7. ACCESSORY BUILDINGS

- a. Accessory buildings shall be considered in determining yard, lot and area requirements.
- b. Accessory buildings shall not be used for human habitation.
- c. Detached accessory buildings shall meet all required setbacks and maintain a space of five (5) feet from the main building or other structures.
- d. Detached accessory buildings shall be constructed to a height not greater than fourteen (14) feet to the peak or highest point of the roof, as defined in "Accessory Building, Height of."

Section 10. In Paragraph D, "Property Development Standards," of Section 506, "R-2' ZONE, MULTIPLE FAMILY RESIDENTIAL," of the Jerome Zoning Ordinance, Item 7 is hereby added, as follows:

7. ACCESSORY BUILDINGS

- a. Accessory buildings shall be considered in determining yard, lot and area requirements.
- b. Accessory buildings shall not be used for human habitation.
- c. Detached accessory buildings shall meet all required setbacks and maintain a space of five (5) feet from the main building or other structures.
- d. Detached accessory buildings shall be constructed to a height not greater than fourteen (14) feet to the peak or highest point of the roof, as defined in "Accessory Building, Height of."

Section 11. In Paragraph E, "Property Development Standards," of Section 507, "C-1' ZONE, GENERAL COMMERCIAL," of the Jerome Zoning Ordinance, Item 7 is hereby added, as follows:

7. ACCESSORY BUILDINGS

- a. Accessory buildings shall be considered in determining yard, lot and area requirements.
- b. Accessory buildings shall not be used for human habitation.
- c. Detached accessory buildings shall meet all required setbacks and maintain a space of five (5) feet from the main building or other structures.
- d. Detached accessory buildings shall be constructed to a height not greater than fourteen (14) feet to the peak or highest point of the roof, as defined in "Accessory Building, Height of."

Section 12. Following its adoption, this Ordinance shall be published by the Town Clerk in accordance with the requirements of A.R.S. § 9-812.

Section 13. 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 14. 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 _____ 20__.

Christina Alex Barber, Mayor

ATTEST:

APPROVED AS TO FORM:

Candace Gallagher, Town Manager/Clerk

William J. Sims, Esq.
Town Attorney



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TOWN OF JEROME

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RESOLUTION NO. 578

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, DECLARING AS A PUBLIC RECORD THAT CERTAIN DOCUMENT FILED WITH THE TOWN CLERK AND ENTITLED "ARTICLE 10-3, DRIVING WHILE USING A PORTABLE COMMUNICATIONS DEVICE," AN AMENDMENT TO THE TOWN CODE OF THE TOWN OF JEROME

WHEREAS, the Town desires to make copies of "Article 10-3, Driving While Using A Portable Communications Device," available for review by the public; and

WHEREAS, A.R.S. § 9-802 permits the enactment and publication by reference of a public record in the interest of economy; and

WHEREAS, the document entitled "Article 10-3, Driving While Using A Portable Communications Device," attached hereto as Exhibit A, qualifies for enactment by reference;

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

1. "Article 10-3, Driving While Using A Portable Communications Device," an amendment to the Town Code of the Town of Jerome, attached hereto as Exhibit A and incorporated herein, is hereby declared to be a public record pursuant to A.R.S. § 9-802.
2. Three copies of "Article 10-3, Driving While Using A Portable Communications Device," shall be filed in the office of the Town Clerk and kept available for public use and inspection.

ADOPTED AND APPROVED by a majority vote of the Jerome Town Council on the ____ day of _____, 2019.

APPROVED:

Christina "Alex" Barber, Mayor

ATTEST:

APPROVED AS TO FORM:

Candace Gallagher, Town Manager/Clerk

William J. Sims, Town Attorney

**RESOLUTION NO. 578
EXHIBIT "A"**

ARTICLE 10-3 Driving While Using A Portable Communications Device

- 10-3-1 Definitions
- 10-3-2 Illegal Activities
- 10-3-3 Exemptions
- 10-3-4 Enforcement and Penalties

Section 10-3-1 Definitions.

For the purpose of this chapter, the following definitions shall apply, unless the context clearly indicates or requires a different meaning:

"Hands-free mobile device" shall mean:

1. A device that has an internal feature or function, or that is equipped with an attachment or addition, whether or not permanently part of such device, which is not held by the driver during motor vehicle use. The device must not obstruct the driver's view of the front or sides of the motor vehicle or interfere with the safety or operating equipment of the motor vehicle.
2. A device that is programmed before a person begins to drive or operate a motor vehicle such as a global positioning device (GPS).

"Motor vehicle," "drive," and "driver" shall have the same meaning as defined in A.R.S. Title 28, Chapter 1, Transportation.

"Portable communications device" shall mean any handheld mobile telephone, personal digital assistant (PDA), handheld device with mobile data access, laptop computer, pager, broadband personal communications device, two-way messaging device, electronic game, or "portable computing device."

"Use" shall mean holding a portable communications device and performing the illegal activities stated in Section 10-3-2 of the Jerome Town Code.

Section 10-3-2 Illegal Activities.

A person shall not drive a motor vehicle while using a portable communications device to engage in a call unless that device is configured to allow hands-free listening and talking, and is used exclusively in that manner while driving. Texting and typing while operating a motor vehicle are banned.

Section 10-3-3 Exemptions.

This Article does not apply to any of the following:

- A. When the driver uses a hands-free mobile device.

- B. When the purpose of the call is to communicate an emergency to a police or fire department, a hospital or physician's office, or an ambulance corps.
- C. When operating an authorized law enforcement or emergency vehicle in the performance of official duties.
- D. When a person holds a valid amateur radio operator license or any license issued by the Federal Communications Commission and is operating an amateur radio under the direction of authorized first responders in the event of an emergency.
- E. When a person is driving a motor vehicle on private property.
- F. When a driver has pulled off of the traveled portion of the roadway in a safe and legal location and placed the vehicle in park in order to operate a handheld portable communications device.

Section 10-3-4 Enforcement and Penalties.

- A. A law enforcement officer may stop a motor vehicle or motor driven cycle if the officer has reasonable cause to believe a violation of this chapter is occurring.
- B. A violation of this chapter is a nonmoving civil traffic violation.
- C. A person found to be in violation of this section and who is not involved in a motor vehicle accident is subject to a civil penalty of up to \$100.00 plus any other penalty assessments authorized by law.
- D. A person found to be in violation of this chapter and involved in a motor vehicle crash is subject to a civil penalty of \$250.00, plus any other penalty assessments authorized by law.
- E. Violations of this chapter shall be administered pursuant to the procedures for civil traffic violations, as set forth in Title 28, Chapter 5, of the Arizona Revised Statutes.



TOWN OF JEROME

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ORDINANCE NO. 447

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING CHAPTER 10, "OFFENSES," OF THE JEROME TOWN CODE BY THE ADDITION OF NEW ARTICLE 10-3 THEREOF, "DRIVING WHILE USING A PORTABLE COMMUNICATIONS DEVICE"

WHEREAS, the Jerome Town Council is authorized to adopt provisions necessary to preserve the health of the Town of Jerome, and to make and enforce all local, police, sanitary, and other regulations not in conflict with the general laws; and

WHEREAS, A.R.S. §28-626(B) authorizes the adoption of additional traffic regulations that are not in conflict with other state traffic or transportation regulations; and

WHEREAS, the use of portable communications devices and texting while driving a motor vehicle has increased in recent years; and

WHEREAS, the use of portable communication devices and texting while driving a motor vehicle has contributed to the increase in injuries, deaths, property damage, health care costs, and auto insurance rates; and

WHEREAS, motorists who operate portable communication devices and/or text while driving a motor vehicle are statistically more likely to become involved in a traffic accident; and

WHEREAS, it is the desire of the Jerome Town Council to promote and encourage healthy and safe behaviors for all by regulating certain traffic behaviors;

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

Section 1. Chapter 10, "Offenses," of the Jerome Town Code is hereby amended by the addition of NEW Article 10-3 thereof, "Driving While Using A Portable Communications Device," as set forth in Resolution No. 578 of the Town of Jerome, Arizona, three copies of which are on file in the office of the Town Clerk of the Town of Jerome. Said document was made a public record by Resolution No. 578 and is made a part hereof as if fully set out in this Ordinance.

Date of first reading: 1/8/2019

Date of adoption: _____

Voting record at adoption:

	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
BARBER						
DILLENBERG						
HARVEY						
MOORE						
WORTH						

Section 2. 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 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 _____ 2019.

Christina "Alex" Barber, Mayor

ATTEST:

APPROVED AS TO FORM:

Candace Gallagher, Town Manager/Clerk

William J. Sims, Esq.
Town Attorney



TOWN OF JEROME

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

Founded 1876
Incorporated 1899

ORDINANCE NO. 448

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING SECTION 2-4-8, "VOTING," OF ARTICLE 2-4, "COUNCIL PROCEDURE," OF THE JEROME TOWN CODE

WHEREAS, Section 2-4-6, "Council Procedure," of the Jerome Town Code provides that Council meetings shall be conducted in accordance with the parliamentary rules contained in *Robert's Rules of Order*; and

WHEREAS, *Robert's Rules of Order* provides that an abstention is not counted as a vote at all, and is therefore recorded as neither an "aye" nor a "nay" vote; and

WHEREAS, Paragraph D of Section 2-4-8, "Voting," of the Jerome Town Code states that an abstention for any reason other than a conflict of interest shall be counted as an "aye" vote, which is in conflict with the provisions of *Robert's Rules of Order*; and

WHEREAS, the Jerome Town Council wishes to correct this by amending the Town Code to delete Paragraph D of Section 2-4-8;

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

Section 1. Paragraph D of Section 2-4-8, "Voting," of the Jerome Town Code is hereby amended as follows (deletions in ~~strikeout text~~):

- D. Council members are expected to vote on all issues placed before them. ~~A failure to vote or a voluntary abstention shall be counted as an "aye" vote unless the member has declared a conflict of interest and left the dais in accordance with Paragraph C above.~~

Section 2. 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 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.

Date of first reading: 1/8/2019

Dates of publication: _____

Date of adoption: _____

Date of posting: _____

Voting record at adoption:

	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
BARBER						
DILLENBERG						
HARVEY						
MOORE						
WORTH						

PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA,
THIS ____ DAY OF _____ 2019.

Christina "Alex" Barber, Mayor

ATTEST:

APPROVED AS TO FORM:

Candace Gallagher, Town Manager/Clerk

William J. Sims, Esq.
Town Attorney



401-06-127 REQUESTING DEDICATED ADA PARKING AT NW BORDER OF LOT ON QUEEN

MAP FROM YAVAPAI COUNTY GIS -- NOT TO SCALE OR OFFICIAL

401-06-126 TOWN LOT -- CORNER OF FIRST & QUEEN ST

800-18-007K = TOWN RIGHT OF WAY

To the Jerome AZ Town Council Members

Re: Meeting ADA parking requirement for 324 Queen Street

We (Josh Lindner and Windy Jones) purchased the land and collapsed remanence of the Cuban Queen Bordello along with the certificate for 5 parking spaces which states they are transferable to future owners. We are working with Glen Odegard of Nordic Builders, who is the licensed AZ Commercial Contractor who saved the Riordan House. Should the request below be approved, we would have our contractor complete the work. We hope to have all steps with Jerome completed and begin construction as soon as possible, which we speculate may be early summer 2019.

Regarding our parking certificate, the location of the 5 spaces is not specified and our understanding is they are general spaces on miscellaneous town owned land. In order to proceed with plans and eventual permits for constructions, we need to request we be permitted to develop 1 ADA parking space on the town land that is contiguous to our location. We understand we would be responsible to meet ADA parking space requirements, and are not asking to acquire the land.

Please see our requested location and parking space certificate attached. The location we are requesting already has a long existing use as parking.

Thank you sincerely for your time and consideration.

Windy Jones and Josh Lindner

714-306-8079



TOWN OF JEROME, ARIZONA
POST OFFICE BOX 335, JEROME, ARIZONA 86331
(928) 634-7943 FAX (928) 634-0715
zoning@tojaz.us

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June 9, 2009

Alan and Wendy Rackov
P.O. Box 466
Cayucos, CA 93430

RE: Cuban Queen Building, 324 Queen St.

Dear Mr. and Mrs. Rackov:

Please find the enclosed certificate granting 324 Queen St. a variance for five (5) parking spaces. Keep this certificate for your records. Once the project is completed, the variance will run with the land and is transferable to subsequent property owners if applicable.

These parking spaces are granted to the building and will be used to meet the requirements pursuant to Jerome Zoning Ordinance §510 (D) Parking Schedule. These spaces will allow the building to be renovated/restored and reasonably used in a commercial capacity.

If you would like copies of the minutes from the meeting on May 21, 2009, please let me know and I will send a transcript as soon as it becomes available.

Thank you so very much for your time and patience during this long process. I look forward to working with you in the future on this project. If I can be of any assistance during the application and permitting process for the Planning Department, please do not hesitate to contact me.

Sincerely,

Annie M. Kelly, M.A.
Zoning Administrator

Enclosure: Variance Certificate for Five (5) Parking Spaces



Town of Jerome

Permit #: V2009-324Q
Effective Date: 5/21/2009

Approved by the Board of Adjustment

Name: Allan and Wendy Rackou

Address: 324 Queen St.

Parcel #: 401-06-127

Zone: C-1



Variance for Five (5) Parking Spaces

** Variance will run with the land upon completion of building project; all provisions pursuant to Section 305 apply*

Signed: Anne M. Kelly
Annie Mae Kelly, Planning & Zoning Administrator and Historic Preservation Officer

401-03-029D

Q.C. SITE

401-06-117

401-06-116

401-06-072A

6-055B 401-06-070

55

-06-054 401-06-150

1-06-053C

401-06-073C

401-06-053D 401-06-073D

401-06-053A

401-06-052 401-06-073A

401-06-051

-010N

800-18-007K

401-06-132

401-06-131

401-06-130A

401-06-130

401-06-129

401-06-126

401-06-127

401-06-128H

401-06-128G

Queen St



ADA request

401-06-075

401-06-074

Hull Ave