



TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331
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AGENDA (revised 3/11/19)

REGULAR MEETING OF THE JEROME TOWN COUNCIL JEROME CIVIC CENTER - 600 CLARK STREET - COUNCIL CHAMBERS TUESDAY, MARCH 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. (NOTE: Councilmember Dillenberg may attend by telephone or Skype.) 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 February 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.	Discussion/Possible Action
ITEM #4:	PLANNING AND ZONING AND DESIGN REVIEW MINUTES/ RECOMMENDATIONS/ZONING ADMINISTRATOR'S REPORT Minutes are provided for the information of Council and do not require action.	Discussion/Possible Direction
ITEM #5:	APPROVAL OF MINUTES February 12, 2019 – open and closed sessions <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>	Discussion/Possible Action
ITEM #6:	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 #7:	PRESENTATION: YAVAPAI COUNTY VERDE CONNECT PROJECT Kristin Darr of Verde Connect will provide information regarding the Yavapai County Verde Connect Project and their consideration of a plan to construct a new north-south road in the area bounded by SR 260, I-17, Cornville Road and SR 89A.	Discussion/Possible Action
ITEM #8	ORDINANCES AND RESOLUTIONS (#8A AND #8B DELETED 3/11/19)	
	ITEM #8C: RESOLUTION NO. 580, A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, DESIGNATING A NO PARKING ZONE ALONG CENTER STREET Council may approve Resolution No. 579, designating the east side of Center Street between 4 th and 5 th Streets as a "No Parking" zone.	Sponsored by Vice Mayor Sage Harvey Discussion; Possible Action
	ITEM #8D: RESOLUTION NO. 581, A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF JEROME, ARIZONA, SUPPORTING THE PROPOSED AMENDMENT TO THE CONSTITUTION OF THE UNITED STATES RELATIVE TO EQUAL RIGHTS FOR MEN AND WOMEN Council may approve Resolution No. 580, supporting ratification of the Equal Rights Amendment by the Arizona State legislature.	Sponsored by Councilmember Mandy Worth Discussion; Possible Action
ITEM #9:	UNFINISHED BUSINESS	
	ITEM #9A: REQUEST FOR HANDICAPPED PARKING SPACE Council may consider a request by Windy Jones for installation of a handicapped parking space on a Town-owned lot located on Queen Street.	Sponsored by Mayor Alex Barber Discussion; Possible Action

ITEM #10:	NEW BUSINESS	
	ITEM #10A: EXECUTIVE SESSION – REZONING 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 participate telephonically, regarding rezoning.	Sponsored by Mayor Alex Barber Discussion; Possible Action
	ITEM #10B: REZONING Council will review and may approve the recommendation of the Planning & Zoning Commission for the rezoning of 11 parcels on Hampshire Avenue.	Sponsored by Mayor Alex Barber Discussion; Possible Action
	ITEM #10C: POSSIBLE ZONING ORDINANCE AMENDMENTS Council will review the following sections of the Zoning Ordinance and consider whether amendments would be appropriate. Council may direct staff and/or forward recommendations to the Planning & Zoning Commission in this regard. <ul style="list-style-type: none"> Section 301 (D)(3), which requires that, in order to overrule a recommendation of the Planning Commission, it requires the vote of three-fourths (3/4) of all members of the Council; and Section 106(B), which provides that one member of the Design Review Board shall be a member of the Planning & Zoning Commission, designated annually by that Commission. 	Sponsored by Councilmember Jane Moore Discussion; Possible Action
	ITEM #10D: FOUR-YEAR STAGGERED TERMS FOR COUNCIL Council will review the ballot question narrowly approved by Jerome voters in August 2018 regarding four-year staggered terms for Councilmembers and may determine how to proceed.	Sponsored by Mayor Alex Barber Discussion; Possible Action
	ITEM #10E: RENTAL OF TOWN-OWNED SPACES Council will review recently expired leases of Town-owned spaces at Town Hall (Studios 1 and 3) and at the Hotel Jerome (Unit B2) and determine whether to extend the existing leases as is, renew them with altered rates or terms, or open them to bidding.	Sponsored by Councilmember Mandy Worth Discussion; Possible Action
	ITEM #10F: OLD TOWN YARD PARKING Council will discuss parking being created at the old Town yard and may determine the nature of its intended use (public parking, resident parking, etc.).	Sponsored by Councilmember Mandy Worth Discussion; Possible Action
	ITEM #10G: PROCLAMATION: WELCOME HOME VIETNAM VETERANS DAY Council may approve a Proclamation designating March 30, 2019, as "Welcome Home Vietnam Veterans Day."	Sponsored by Mayor Alex Barber Discussion; Possible Action
ITEM #11:	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.	Discussion; Possible Direction
ITEM #12:	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 3/11/19, in accordance with the statement filed by the Jerome Town Council with the Jerome Town Clerk.

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

Joni Savage, Deputy Town Clerk

Town of Jerome
Budget to Actual Summary
19-Feb

Fund	Department	Current Period			YTD		
		Revenue	Budget	Variance	Revenue	Budget	Variance
	10 GF Revenue	\$ 102,098.53	\$ 153,650.77	\$ (51,552.24)	\$ 1,147,235.90	\$ 1,166,147.72	\$ (18,911.82)
	Total	\$ 102,098.53	\$ 153,650.77	\$ (51,552.24)	\$ 1,147,235.90	\$ 1,166,147.72	\$ (18,911.82)
		Expense	Budget	Variance	Expense	Budget	Variance
	11 Admin	\$ 42,017.30	\$ 58,836.09	\$ 16,818.79	\$ 388,603.49	\$ 453,253.70	\$ 64,650.21
	12 Court	\$ 5,229.05	\$ 5,653.46	\$ 424.41	\$ 48,535.19	\$ 50,413.28	\$ 1,878.09
	13 Police	\$ 46,422.56	\$ 48,369.89	\$ 1,947.33	\$ 320,057.10	\$ 333,537.77	\$ 13,480.67
	14 Fire	\$ 21,010.28	\$ 23,804.40	\$ 2,794.12	\$ 216,844.82	\$ 241,233.91	\$ 24,389.09
	15 Library	\$ 6,343.67	\$ 7,610.94	\$ 1,267.27	\$ 59,692.94	\$ 63,356.72	\$ 3,663.78
	16 P&Z	\$ 7,485.26	\$ 7,851.64	\$ 366.38	\$ 51,162.09	\$ 57,409.75	\$ 6,247.66
	17 Parks	\$ 669.72	\$ 1,808.29	\$ 1,138.57	\$ 7,910.67	\$ 12,600.46	\$ 4,689.79
	18 Properties	\$ 11,457.86	\$ 33,826.57	\$ 22,368.71	\$ 105,741.24	\$ 167,497.75	\$ 61,756.51
	19 JKA						
	Total	\$ 140,635.70	\$ 187,761.28	\$ 47,125.58	\$ 1,198,547.54	\$ 1,379,303.34	\$ 180,755.80
General	Net Income (Loss)	\$ (38,537.17)	\$ (34,110.51)	\$ (4,426.66)	\$ (51,311.64)	\$ (213,155.62)	\$ 161,843.98
		Revenue	Budget	Variance	Revenue	Budget	Variance
	50 Water	\$ 15,889.00	\$ 17,108.32	\$ (1,219.32)	\$ 127,962.41	\$ 136,866.72	\$ (8,904.31)
	51 Sewer	\$ 15,464.16	\$ 17,241.66	\$ (1,777.50)	\$ 125,136.63	\$ 137,933.36	\$ (12,796.73)
	52 Trash	\$ 15,554.65	\$ 16,266.66	\$ (712.01)	\$ 126,616.18	\$ 130,133.36	\$ (3,517.18)
	Total	\$ 46,907.81	\$ 50,616.64	\$ (3,708.83)	\$ 379,715.22	\$ 404,933.44	\$ (25,218.22)
		Expense	Budget	Variance	Expense	Budget	Variance
	50 Water	\$ 11,169.97	\$ 21,521.47	\$ 10,351.50	\$ 112,304.14	\$ 155,347.79	\$ 43,043.65
	51 Sewer	\$ 11,622.05	\$ 16,255.85	\$ 4,633.80	\$ 139,930.34	\$ 166,120.53	\$ 26,190.19
	52 Trash	\$ 11,746.47	\$ 15,050.46	\$ 3,303.99	\$ 111,236.37	\$ 130,930.93	\$ 19,694.56
	Total	\$ 34,538.49	\$ 52,827.78	\$ 18,289.29	\$ 363,470.85	\$ 452,399.25	\$ 88,928.40
Utilities	Net Income (Loss)	\$ 12,369.32	\$ (2,211.14)	\$ 14,580.46	\$ 16,244.37	\$ (47,465.81)	\$ 63,710.18
		Revenue	Budget	Variance	Revenue	Budget	Variance
	30 HURF	\$ 6,644.86	\$ 15,493.95	\$ (8,849.09)	\$ 64,055.70	\$ 103,924.20	\$ (39,868.50)
		Expense	Budget	Variance	Expense	Budget	Variance
		\$ 6,644.86	\$ 18,199.09	\$ 11,554.23	\$ 64,055.70	\$ 95,730.70	\$ 31,675.00
Road	Net Income (Loss)	-	\$ (2,705.14)	\$ 2,705.14	-	\$ 8,193.50	\$ (8,193.50)
	Total Revenue	\$ 155,651.20			\$ 1,591,006.82		
	Less Total Expense	\$ 181,819.05			\$ 1,626,074.09		
	Net Income (Loss)	\$ (26,167.85)			\$ (35,067.27)		

**City sales tax revenues were down this month. **Property taxes are due to begin coming in next month, after not receiving any tax revenue since October 2018. There was a delay in payment due to an upgrade in computer software at the Yavapai Co. Treasurer's Office.

**Parking revenue has begun to be presented this month. Though there has not been any activity related to parking revenue, it is being represented due to its inclusion in the budget.

**The negative amounts for lease payments in the parks, prop, water, sewer, and HURF accounts are the result of a refund from John Deere for the skid steer payment after it was traded in for the gannon.

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 2/1/2019 Through 2/28/2019

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	50,650.64	90,200.00	(39,549.36)	(43.8)	658,838.18	675,900.00	(17,061.82)	(2.5)
State Sales Taxes	5,108.35	3,780.25	1,328.10	35.1	29,991.73	30,242.00	(250.27)	(0.8)
Urban Revenue Share	15,137.58	15,137.00	0.58	0.0	121,099.44	121,096.00	3.44	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	2,514.52	2,604.00	(89.48)	(3.4)	21,304.90	20,832.00	472.90	2.3
Fines and Forfeitures	5,394.57	5,000.00	394.57	7.9	45,422.19	40,000.00	5,422.19	13.6
Building Permits	0.00	658.33	(658.33)	(100.0)	2,200.75	2,966.68	(765.93)	(25.8)
Planning & Zoning Fees	50.00	208.33	(158.33)	(76.0)	2,590.00	1,666.68	923.32	55.4
Parking Revenue	0.00	10,000.00	(10,000.00)	(100.0)	0.00	10,000.00	(10,000.00)	(100.0)
Business Licenses	720.00	900.00	(180.00)	(20.0)	5,220.00	5,500.00	(280.00)	(5.1)
Commercial Filing Fees	0.00	171.87	(171.87)	(100.0)	350.00	812.52	(462.52)	(56.9)
Fire Dept Services Rev	583.68	875.00	(291.32)	(33.3)	3,057.68	4,000.00	(942.32)	(23.6)
Franchise Fees	0.00	0.00	0.00	0.0	12,213.82	9,333.35	2,880.47	30.9
Police Officer Safety Equip Rev	123.98	175.00	(51.02)	(29.2)	1,460.42	1,400.00	60.42	4.3
Police Services	142.00	965.10	(823.10)	(85.3)	2,913.00	3,639.60	(726.60)	(20.0)
Rents	6,578.51	6,543.50	35.01	0.5	53,003.08	52,348.00	655.08	1.3
Utility Reimbursements	854.26	375.00	479.26	127.8	3,355.50	3,000.00	355.50	11.9
Wildland Fire Fees	0.00	0.00	0.00	0.0	50,029.22	50,000.00	29.22	0.1
Contributions	16.18	57.28	(41.10)	(71.8)	16.18	270.88	(254.70)	(94.0)
Library Contributions	0.00	380.96	(380.96)	(100.0)	2,738.00	2,476.24	261.76	10.6
Interest	167.19	20.83	146.36	702.6	860.39	166.68	693.71	416.2
Sale of Assets	499.82	1,202.62	(702.80)	(58.4)	3,806.85	5,689.56	(1,882.71)	(33.1)
Miscellaneous Revenues	3.82	727.63	(723.81)	(99.5)	6,490.85	4,089.48	2,401.37	58.7
Ins Dividends, Claims, Reimbursemts	0.00	114.57	(114.57)	(100.0)	0.00	541.72	(541.72)	(100.0)
Administrative Charges	13,553.43	13,553.50	(0.07)	0.0	108,427.44	108,428.00	(0.56)	0.0
Net Revenues	\$102,098.53	\$153,650.77	\$(51,552.24)	(33.6)%	\$1,147,235.90	\$1,166,147.72	\$(18,911.82)	(1.6)%
Net Income (Loss)	\$102,098.53	\$153,650.77	\$(51,552.24)	(33.6)%	\$1,147,235.90	\$1,166,147.72	\$(18,911.82)	(1.6)%

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 2/1/2019 Through 2/28/2019

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Program Expenses</u>								
Accounting and Auditing	\$2,275.00	\$3,000.00	\$725.00	24.2 %	\$2,275.00	\$3,000.00	\$725.00	24.2 %
Advertising, Printing, & Publishing	665.95	266.66	(399.29)	(149.7)	2,420.82	2,133.36	(287.46)	(13.5)
Contract Services	366.57	400.00	33.43	8.4	3,306.24	3,200.00	(106.24)	(3.3)
Conventions and Seminars	275.00	114.57	(160.43)	(140.0)	1,160.82	541.72	(619.10)	(114.3)
Training & Education	120.00	125.00	5.00	4.0	2,105.30	1,000.00	(1,105.30)	(110.5)
Dues, Subs & Memberships	0.00	117.92	117.92	100.0	5,927.72	6,028.34	100.62	1.7
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	624.00	624.00	100.0	663.25	1,304.00	640.75	49.1
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	541.72	541.72	100.0
Legal Exp - Gen Gov	1,189.50	1,464.58	275.08	18.8	5,889.00	8,641.68	2,752.68	31.9
Miscellaneous	2,727.40	2,054.65	(672.75)	(32.7)	3,139.11	3,705.00	565.89	15.3
Bank Fees - Gen Admin	123.64	141.66	18.02	12.7	989.63	1,133.36	143.73	12.7
Bank Fees / Merch Svcs	769.17	550.00	(219.17)	(39.8)	4,489.01	4,400.00	(89.01)	(2.0)
Office Supplies	903.49	450.00	(453.49)	(100.8)	3,954.78	3,950.00	(4.78)	(0.1)
Copier & Equip Lease Expense	810.83	625.00	(185.83)	(29.7)	4,282.80	5,000.00	717.20	14.3
Software Support Exp - GG	158.11	500.00	341.89	68.4	3,694.45	4,000.00	305.55	7.6
Computer Hardware & Service	1,667.01	1,666.66	(0.35)	0.0	8,063.96	6,333.36	(1,730.60)	(27.3)
Operating Supplies - Gen Gov	0.00	66.83	66.83	100.0	685.60	732.68	47.08	6.4
Postage	1,064.08	333.33	(730.75)	(219.2)	4,174.46	2,666.68	(1,507.78)	(56.5)
Rep and Maint - Vehicles	0.00	57.28	57.28	100.0	0.00	270.88	270.88	100.0
Rep and Maint - Equipment	0.00	0.00	0.00	0.0	179.00	0.00	(179.00)	0.0
Shuttle Expenses	112.05	83.33	(28.72)	(34.5)	1,127.96	666.68	(461.28)	(69.2)
Small Tools and Equipment	0.00	160.40	160.40	100.0	650.00	758.40	108.40	14.3
Telephone	328.18	416.66	88.48	21.2	3,138.23	3,333.36	195.13	5.9
Travel	238.96	41.66	(197.30)	(473.6)	842.92	333.36	(509.56)	(152.9)
Tourism 1% Bed Tax	34.22	28.72	(5.50)	(19.2)	8,769.12	9,535.15	766.03	8.0
Community Health	0.00	71.44	71.44	100.0	0.00	214.32	214.32	100.0
Preservation of Historic Buildings	0.00	7,857.14	7,857.14	100.0	4,788.11	23,571.44	18,783.33	79.7
Transfers Out	4,913.79	13,824.99	8,911.20	64.5	106,389.17	146,300.04	39,910.87	27.3
Total Program Expenses	\$18,742.95	\$35,157.05	\$16,414.10	46.7 %	\$191,428.68	\$251,627.53	\$60,198.85	23.9 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$17,280.19	\$17,635.31	\$355.12	2.0 %	\$147,263.80	\$149,900.12	\$2,636.32	1.8 %
FICA Match	1,272.07	1,349.08	77.01	5.7	10,842.75	11,467.16	624.41	5.4
Retirement Match	1,219.82	1,231.62	11.80	1.0	10,394.52	10,468.74	74.22	0.7

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 2/1/2019 Through 2/28/2019

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Health/Life Insurance	3,192.46	3,249.70	57.24	1.8	27,135.91	27,622.40	486.49	1.8
Workers Compensation	0.00	0.00	0.00	0.0	606.00	1,308.75	702.75	53.7
Unemployment Insurance	309.81	213.33	(96.48)	(45.2)	931.83	859.00	(72.83)	(8.5)
Total General & Administrative Expenses	\$23,274.35	\$23,679.04	\$404.69	1.7 %	\$197,174.81	\$201,626.17	\$4,451.36	2.2 %
Total Expenses	\$42,017.30	\$58,836.09	\$16,818.79	28.6 %	\$388,603.49	\$453,253.70	\$64,650.21	14.3 %
Net Income (Loss)	\$(42,017.30)	\$(58,836.09)	\$16,818.79	28.6 %	(\$388,603.49)	\$(453,253.70)	\$64,650.21	14.3 %

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 2/1/2019 Through 2/28/2019

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Program Expenses</u>								
Contract Services	\$0.00	\$176.22	\$176.22	100.0 %	\$3,461.67	\$3,645.12	\$183.45	5.0 %
Conventions and Seminars	0.00	40.10	40.10	100.0	91.14	189.64	98.50	51.9
Training & Education	0.00	29.16	29.16	100.0	0.00	233.36	233.36	100.0
Dues and Subscriptions	0.00	27.45	27.45	100.0	161.69	140.20	(21.49)	(15.3)
Miscellaneous	0.00	25.00	25.00	100.0	0.00	200.00	200.00	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	67.27	83.33	16.06	19.3	283.95	666.68	382.73	57.4
Travel	0.00	66.66	66.66	100.0	0.00	533.36	533.36	100.0
Total Program Expenses	\$67.27	\$447.92	\$380.65	85.0 %	\$5,417.25	\$6,733.36	\$1,316.11	19.5 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$4,538.00	\$4,576.46	\$38.46	0.8 %	\$38,453.02	\$38,899.92	\$446.90	1.1 %
FICA and Medicare	347.16	350.08	2.92	0.8	2,941.68	2,975.66	33.98	1.1
Retirement	160.00	160.00	0.00	0.0	1,345.00	1,360.00	15.00	1.1
Worker's Compensation	0.00	0.00	0.00	0.0	145.00	216.00	71.00	32.9
Unemployment	116.62	119.00	2.38	2.0	233.24	228.34	(4.90)	(2.1)
Total General & Administrative Expenses	\$5,161.78	\$5,205.54	\$43.76	0.8 %	\$43,117.94	\$43,679.92	\$561.98	1.3 %
Total Expenses	\$5,229.05	\$5,653.46	\$424.41	7.5 %	\$48,535.19	\$50,413.28	\$1,878.09	3.7 %
Net Income (Loss)	\$(5,229.05)	\$(5,653.46)	\$424.41	7.5 %	\$(48,535.19)	\$(50,413.28)	\$1,878.09	3.7 %

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 2/1/2019 Through 2/28/2019

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

<u>Program Expenses</u>	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Advertising, Printing, & Publishing	\$0.00	\$57.28	\$57.28	100.0 %	\$0.00	\$270.88	\$270.88	100.0 %
Contract Services	0.00	87.50	87.50	100.0	738.38	850.00	111.62	13.1
Training & Education	0.00	30.16	30.16	100.0	1,840.00	1,879.36	39.36	2.1
Dispatch Fees	17,500.00	17,559.99	59.99	0.3	35,060.45	35,100.00	39.55	0.1
Dues and Subscriptions	0.00	29.75	29.75	100.0	326.89	381.00	54.11	14.2
Fuel	510.94	666.66	155.72	23.4	4,815.13	5,333.36	518.23	9.7
Prosecutor Exp	2,387.00	931.20	(1,455.80)	(156.3)	17,738.00	18,275.28	537.28	2.9
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	1,300.00	400.00	30.8
Computer Hardware & Service	0.00	375.00	375.00	100.0	7,351.65	8,500.00	1,148.35	13.5
Operating Supplies - Police	0.00	208.33	208.33	100.0	1,017.18	1,666.68	649.50	39.0
Postage	0.00	8.33	8.33	100.0	29.89	66.68	36.79	55.2
Rep and Maint - Vehicles	305.23	571.03	265.80	46.5	942.35	3,215.88	2,273.53	70.7
Rep and Maint - Equipment	0.00	60.00	60.00	100.0	929.70	840.00	(89.70)	(10.7)
Police Officer Safety Equip Exp	0.00	218.75	218.75	100.0	209.47	1,225.00	1,015.53	82.9
Small Tools and Equipment	0.00	170.00	170.00	100.0	2,236.42	2,440.00	203.58	8.3
Telephone	297.94	333.33	35.39	10.6	2,370.02	2,666.68	296.66	11.1
Uniforms	0.00	187.49	187.49	100.0	440.43	1,250.04	809.61	64.8
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	\$21,001.11	\$21,594.80	\$593.69	2.7 %	\$83,551.07	\$91,360.84	\$7,809.77	8.5 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$18,326.94	\$19,347.85	\$1,020.91	5.3 %	\$167,076.51	\$164,456.70	\$(2,619.81)	(1.6)%
FICA and Medicare	1,360.59	1,480.08	119.49	8.1	12,442.47	12,580.66	138.19	1.1
Retirement	2,289.49	2,403.31	113.82	4.7	20,066.32	20,428.12	361.80	1.8
Health Insurance	3,049.12	3,073.85	24.73	0.8	25,917.52	26,127.70	210.18	0.8
Worker's Compensation	0.00	0.00	0.00	0.0	13,062.00	17,463.75	4,401.75	25.2
Unemployment	395.31	470.00	74.69	15.9	1,042.27	1,120.00	77.73	6.9
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	\$25,421.45	\$26,775.09	\$1,353.64	5.1 %	\$236,506.03	\$242,176.93	\$5,670.90	2.3 %
Total Expenses	\$46,422.56	\$48,369.89	\$1,947.33	4.0 %	\$320,057.10	\$333,537.77	\$13,480.67	4.0 %
Net Income (Loss)	\$(46,422.56)	\$(48,369.89)	\$1,947.33	4.0 %	\$(320,057.10)	\$(333,537.77)	\$13,480.67	4.0 %

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 2/1/2019 Through 2/28/2019

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	\$270.88	\$270.88	100.0 %
Training & Education	1,905.14	1,918.10	12.96	0.7	5,758.77	6,000.00	241.23	4.0
Dispatch Fees	484.08	462.50	(21.58)	(4.7)	3,872.64	3,700.00	(172.64)	(4.7)
Dues and Subscriptions	180.00	53.33	(126.67)	(237.5)	919.57	720.02	(199.55)	(27.7)
Fuel	329.98	458.33	128.35	28.0	2,707.30	3,666.68	959.38	26.2
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	333.36	(205.92)	(61.8)
Medical Supplies Exp	119.04	333.33	214.29	64.3	1,519.04	2,666.68	1,147.64	43.0
Miscellaneous	0.00	171.87	171.87	100.0	557.06	812.52	255.46	31.4
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	219.60	219.60	100.0	13,234.45	14,121.60	887.15	6.3
Rep and Maint - Equipment	0.00	316.66	316.66	100.0	1,954.08	3,433.36	1,479.28	43.1
Small Tools and Equipment	179.09	1,318.18	1,139.09	86.4	6,670.98	9,727.28	3,056.30	31.4
Telephone	287.91	416.66	128.75	30.9	2,045.42	3,333.36	1,287.94	38.6
Training Center Assessment	0.00	0.00	0.00	0.0	2,492.00	2,600.00	108.00	4.2
Total Program Expenses	\$3,485.24	\$5,767.50	\$2,282.26	39.6 %	\$43,967.72	\$52,885.74	\$8,918.02	16.9 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$8,868.72	\$10,085.71	\$1,216.99	12.1 %	\$75,202.97	\$79,205.16	\$4,002.19	5.1 %
Wildland Personnel	0.00	0.00	0.00	0.0	31,226.59	31,400.00	173.41	0.6
Volunteer-Employee Volunteer Personnel	1,532.25	2,375.00	842.75	35.5	12,965.75	14,500.00	1,534.25	10.6
Firewise Personnel	3,073.00	636.11	(2,436.89)	(383.1)	5,061.00	7,455.52	2,394.52	32.1
FICA and Medicare	910.39	1,039.15	128.76	12.4	9,474.81	9,238.15	(236.66)	(2.6)
Retirement	703.60	845.80	142.20	16.8	16,790.90	17,663.00	872.10	4.9
Health Insurance	2,164.80	2,863.13	698.33	24.4	12,628.00	15,505.34	2,877.34	18.6
Worker's Compensation	0.00	0.00	0.00	0.0	8,306.00	12,425.00	4,119.00	33.2
Unemployment	272.28	192.00	(80.28)	(41.8)	1,221.08	956.00	(265.08)	(27.7)
Total General & Administrative Expenses	\$17,525.04	\$18,036.90	\$511.86	2.8 %	\$172,877.10	\$188,348.17	\$15,471.07	8.2 %
Total Expenses	\$21,010.28	\$23,804.40	\$2,794.12	11.7 %	\$216,844.82	\$241,233.91	\$24,389.09	10.1 %
Net Income (Loss)	\$(21,010.28)	\$(23,804.40)	\$2,794.12	11.7 %	\$(216,844.82)	\$(241,233.91)	\$24,389.09	10.1 %

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 2/1/2019 Through 2/28/2019

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

<u>Program Expenses</u>	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Contract Services	\$0.00	\$120.83	\$120.83	100.0 %	\$200.00	\$966.68	\$766.68	79.3 %
Dues and Subscriptions	0.00	240.62	240.62	100.0	0.00	1,137.52	1,137.52	100.0
Miscellaneous	208.00	57.28	(150.72)	(263.1)	208.00	270.88	62.88	23.2
Office Supplies	0.00	25.00	25.00	100.0	311.98	200.00	(111.98)	(56.0)
Operating Supplies - Library	334.76	263.02	(71.74)	(27.3)	3,524.51	2,897.92	(626.59)	(21.6)
Print and Non-Print Materials	0.00	324.16	324.16	100.0	2,986.09	2,593.36	(392.73)	(15.1)
Rep and Maint - Equipment	0.00	25.00	25.00	100.0	0.00	200.00	200.00	100.0
Small Tools and Equipment	330.70	268.87	(61.83)	(23.0)	466.77	1,424.52	958.75	67.3
Telephone	77.96	83.33	5.37	6.4	(75.58)	666.68	742.26	111.3
E-Rate Exp	40.07	0.00	(40.07)	0.0	120.21	0.00	(120.21)	0.0
Travel	0.00	0.00	0.00	0.0	0.00	500.00	500.00	100.0
Total Program Expenses	\$991.49	\$1,408.11	\$416.62	29.6 %	\$7,740.98	\$10,857.56	\$3,116.58	28.7 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$3,979.99	\$4,761.30	\$781.31	16.4 %	\$39,993.32	\$40,471.10	\$477.78	1.2 %
FICA and Medicare	295.35	364.23	68.88	18.9	2,984.86	3,095.96	111.10	3.6
Retirement	256.00	256.00	0.00	0.0	2,214.46	2,176.00	(38.46)	(1.8)
Health Insurance	721.60	716.30	(5.30)	(0.7)	6,133.60	6,088.60	(45.00)	(0.7)
Worker's Compensation	0.00	0.00	0.00	0.0	173.00	247.50	74.50	30.1
Unemployment	99.24	105.00	5.76	5.5	452.72	420.00	(32.72)	(7.8)
Total General & Administrative Expenses	\$5,352.18	\$6,202.83	\$850.65	13.7 %	\$51,951.96	\$52,499.16	\$547.20	1.0 %
Total Expenses	\$6,343.67	\$7,610.94	\$1,267.27	16.7 %	\$59,692.94	\$63,356.72	\$3,663.78	5.8 %
Net Income (Loss)	\$(6,343.67)	\$(7,610.94)	\$1,267.27	16.7 %	(\$59,692.94)	\$(63,356.72)	\$3,663.78	5.8 %

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 2/1/2019 Through 2/28/2019

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	\$179.86	\$14.30	\$(165.56)	(1157.8)%	\$661.96	\$142.80	\$(519.16)	(363.6)%
Contract Services	0.00	171.87	171.87	100.0	0.00	812.52	812.52	100.0
Training & Education	0.00	114.57	114.57	100.0	0.00	541.72	541.72	100.0
Dues and Subscriptions	0.00	11.45	11.45	100.0	0.00	54.20	54.20	100.0
Legal Exp - P&Z	1,657.50	1,206.42	(451.08)	(37.4)	7,273.50	7,674.28	400.78	5.2
Map Upgrades and Materials	0.00	11.45	11.45	100.0	0.00	54.20	54.20	100.0
Miscellaneous	0.00	22.90	22.90	100.0	25.85	108.40	82.55	76.2
Software Maintenance & Support	0.00	45.83	45.83	100.0	0.00	216.72	216.72	100.0
Operating Supplies - P&Z	11.91	52.07	40.16	77.1	97.83	291.72	193.89	66.5
Small Tools and Equipment	0.00	57.28	57.28	100.0	76.88	270.88	194.00	71.6
Telephone	47.95	54.16	6.21	11.5	335.23	433.36	98.13	22.6
Travel	0.00	57.28	57.28	100.0	0.00	270.88	270.88	100.0
Total Program Expenses	\$1,897.22	\$1,819.58	\$(77.64)	(4.3)%	\$8,471.25	\$10,871.68	\$2,400.43	22.1 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$4,042.22	\$4,550.25	\$508.03	11.2 %	\$31,839.77	\$35,105.74	\$3,265.97	9.3 %
FICA and Medicare	264.10	326.23	62.13	19.0	2,287.85	2,772.96	485.11	17.5
Retirement	262.79	289.58	26.79	9.3	1,884.14	2,171.87	287.73	13.2
Health Insurance	930.22	776.00	(154.22)	(19.9)	6,037.86	5,820.00	(217.86)	(3.7)
Worker's Compensation	0.00	0.00	0.00	0.0	281.00	247.50	(33.50)	(13.5)
Unemployment	88.71	90.00	1.29	1.4	360.22	420.00	59.78	14.2
Total General & Administrative Expenses	\$5,588.04	\$6,032.06	\$444.02	7.4 %	\$42,690.84	\$46,538.07	\$3,847.23	8.3 %
Total Expenses	\$7,485.26	\$7,851.64	\$366.38	4.7 %	\$51,162.09	\$57,409.75	\$6,247.66	10.9 %
Net Income (Loss)	\$(7,485.26)	\$(7,851.64)	\$366.38	4.7 %	\$(51,162.09)	\$(57,409.75)	\$6,247.66	10.9 %

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 2/1/2019 Through 2/28/2019

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	6.66	4.16	(2.50)	(60.1)	40.96	33.36	(7.60)	(22.8)
Miscellaneous	0.00	23.43	23.43	100.0	93.81	156.28	62.47	40.0
Operating Supplies - Parks	0.00	20.83	20.83	100.0	65.51	166.68	101.17	60.7
R&M Building - Parks	0.00	11.45	11.45	100.0	0.00	54.20	54.20	100.0
Rep and Maint - Vehicles	2.14	253.33	251.19	99.2	613.26	1,486.68	873.42	58.7
Rep and Maint - Equipment	5.74	57.28	51.54	90.0	30.58	270.88	240.30	88.7
Rep and Maint - Infrastructure	5.39	456.66	451.27	98.8	18.13	2,173.36	2,155.23	99.2
Small Tools and Equipment	0.00	52.07	52.07	100.0	66.00	291.72	225.72	77.4
Telephone	15.05	16.66	1.61	9.7	120.40	133.36	12.96	9.7
Uniform Exp Parks	12.66	44.16	31.50	71.3	182.98	223.36	40.38	18.1
Utilities	168.64	179.16	10.52	5.9	1,555.57	1,433.36	(122.21)	(8.5)
Lease Payments	(55.92)	83.33	139.25	167.1	548.68	666.68	118.00	17.7
Total Program Expenses	\$160.36	\$1,202.52	\$1,042.16	86.7 %	\$3,371.28	\$7,089.92	\$3,718.64	52.4 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$370.09	\$438.77	\$68.68	15.7 %	\$3,230.09	\$3,729.54	\$499.45	13.4 %
FICA and Medicare	28.11	33.54	5.43	16.2	244.93	285.08	40.15	14.1
Retirement	27.75	34.77	7.02	20.2	221.07	295.54	74.47	25.2
Health Insurance	75.04	94.69	19.65	20.8	647.22	804.88	157.66	19.6
Worker's Compensation	0.00	0.00	0.00	0.0	166.00	379.50	213.50	56.3
Unemployment	8.37	4.00	(4.37)	(109.3)	30.08	16.00	(14.08)	(88.0)
Total General & Administrative Expenses	\$509.36	\$605.77	\$96.41	15.9 %	\$4,539.39	\$5,510.54	\$971.15	17.6 %
Total Expenses	\$669.72	\$1,808.29	\$1,138.57	63.0 %	\$7,910.67	\$12,600.46	\$4,689.79	37.2 %
Net Income (Loss)	\$(669.72)	\$(1,808.29)	\$1,138.57	63.0 %	\$(7,910.67)	\$(12,600.46)	\$4,689.79	37.2 %

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 2/1/2019 Through 2/28/2019

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

<u>Program Expenses</u>	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Advertising, Printing, & Publishing	\$0.00	\$0.00	\$0.00	0.0 %	\$75.72	\$0.00	\$(75.72)	0.0 %
Contract Services	0.00	1,458.32	1,458.32	100.0	3,157.35	8,166.72	5,009.37	61.3
Engineering Fees	0.00	572.90	572.90	100.0	0.00	2,708.40	2,708.40	100.0
Equipment Rentals - Properties	0.00	17.18	17.18	100.0	0.00	81.28	81.28	100.0
Fuel	6.66	4.16	(2.50)	(60.1)	87.57	33.36	(54.21)	(162.5)
Legal Exp - Properties	0.00	57.28	57.28	100.0	0.00	270.88	270.88	100.0
Miscellaneous	47.76	0.00	(47.76)	0.0	1,451.10	1,000.00	(451.10)	(45.1)
Operating Supplies - Properties	91.12	125.00	33.88	27.1	1,249.70	1,000.00	(249.70)	(25.0)
R&M Building - Properties	3,628.45	1,616.66	(2,011.79)	(124.4)	17,398.03	19,533.36	2,135.33	10.9
Rep and Maint - Vehicles	2.14	248.12	245.98	99.1	613.26	1,507.52	894.26	59.3
Rep and Maint - Equipment	5.74	57.28	51.54	90.0	30.58	270.88	240.30	88.7
Rep and Maint - Infrastructure	21.83	19,430.25	19,408.42	99.9	741.50	40,879.00	40,137.50	98.2
Purchase of Parking Kiosks	0.00	2,500.00	2,500.00	100.0	0.00	5,000.00	5,000.00	100.0
Small Tools and Equipment	0.00	41.66	41.66	100.0	128.91	333.36	204.45	61.3
Uniform Exp Properties	12.66	33.33	20.67	62.0	182.98	266.68	83.70	31.4
Utilities	4,543.23	3,833.33	(709.90)	(18.5)	31,053.26	30,666.68	(386.58)	(1.3)
Lease Payments	(55.92)	83.33	139.25	167.1	548.68	666.68	118.00	17.7
Transfers Out	0.00	0.00	0.00	0.0	21,000.00	21,000.00	0.00	0.0
Total Program Expenses	\$8,303.67	\$30,078.80	\$21,775.13	72.4 %	\$77,718.64	\$133,384.80	\$55,666.16	41.7 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$2,291.71	\$2,716.77	\$425.06	15.6 %	\$20,001.73	\$23,092.54	\$3,090.81	13.4 %
FICA and Medicare	174.06	207.85	33.79	16.3	1,516.70	1,766.70	250.00	14.2
Retirement	171.86	215.38	43.52	20.2	1,368.81	1,830.76	461.95	25.2
Health Insurance	464.72	586.23	121.51	20.7	4,008.14	4,982.96	974.82	19.6
Worker's Compensation	0.00	0.00	0.00	0.0	941.00	2,351.25	1,410.25	60.0
Unemployment	51.84	21.54	(30.30)	(140.7)	186.22	88.74	(97.48)	(109.8)
Total General & Administrative Expenses	\$3,154.19	\$3,747.77	\$593.58	15.8 %	\$28,022.60	\$34,112.95	\$6,090.35	17.9 %
Total Expenses	\$11,457.86	\$33,826.57	\$22,368.71	66.1 %	\$105,741.24	\$167,497.75	\$61,756.51	36.9 %
Net Income (Loss)	\$(11,457.86)	\$(33,826.57)	\$22,368.71	66.1 %	\$(105,741.24)	\$(167,497.75)	\$61,756.51	36.9 %

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 2/1/2019 Through 2/28/2019

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Revenues</u>								
Water Usage Fees	\$14,727.33	\$15,916.66	\$(1,189.33)	(7.5)%	\$118,848.53	\$127,333.36	\$(8,484.83)	(6.7)%
Miscellaneous	220.00	250.00	(30.00)	(12.0)	1,580.52	2,000.00	(419.48)	(21.0)
Transfers In	941.67	941.66	0.01	0.0	7,533.36	7,533.36	0.00	0.0
Net Revenues	\$15,889.00	\$17,108.32	\$(1,219.32)	(7.1)%	\$127,962.41	\$136,866.72	\$(8,904.31)	(6.5)%
<u>Program Expenses</u>								
Advertising, Printing, & Publishing	\$0.00	\$0.00	\$0.00	0.0 %	\$35.43	\$0.00	\$(35.43)	0.0 %
Contract Services	900.00	445.95	(454.05)	(101.8)	6,838.03	9,216.20	2,378.17	25.8
Training & Education	0.00	85.93	85.93	100.0	0.00	406.28	406.28	100.0
Dues and Subscriptions	0.00	22.90	22.90	100.0	0.00	108.40	108.40	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	1,113.36	1,055.86	94.8
Equipment Rentals	0.00	34.37	34.37	100.0	0.00	162.52	162.52	100.0
Fuel	167.44	200.00	32.56	16.3	1,227.86	1,600.00	372.14	23.3
Insurance	0.00	0.00	0.00	0.0	2,854.24	2,850.00	(4.24)	(0.1)
Legal Exp - Water	0.00	85.61	85.61	100.0	2,847.00	3,157.56	310.56	9.8
Miscellaneous	0.00	23.58	23.58	100.0	668.32	188.68	(479.64)	(254.2)
Software Support Exp - Water	0.00	135.42	135.42	100.0	1,240.81	1,958.32	717.51	36.6
Operating Supplies - Water	0.00	250.00	250.00	100.0	774.08	2,000.00	1,225.92	61.3
R&M Building - Water	0.00	34.37	34.37	100.0	0.00	162.52	162.52	100.0
Rep and Maint - Vehicles	2.14	208.33	206.19	99.0	881.65	1,666.68	785.03	47.1
Rep and Maint - Equipment	5.74	572.90	567.16	99.0	30.60	2,708.40	2,677.80	98.9
Rep and Maint - Infrastructure	186.30	7,476.91	7,290.61	97.5	3,016.63	25,092.36	22,075.73	88.0
Service Tests/System Testing	0.00	0.00	0.00	0.0	924.00	700.00	(224.00)	(32.0)
Small Tools and Equipment	65.82	246.87	181.05	73.3	315.83	1,512.52	1,196.69	79.1
Telephone Exp - Water	68.57	83.33	14.76	17.7	494.69	666.68	171.99	25.8
DWR Fee Exp	0.00	103.12	103.12	100.0	0.00	487.52	487.52	100.0
Uniform Exp Water	12.67	33.33	20.66	62.0	183.11	266.68	83.57	31.3
Utilities Exp - Water	34.59	41.66	7.07	17.0	302.80	333.36	30.56	9.2
Administrative Charge	4,204.21	4,204.25	0.04	0.0	33,633.68	33,634.00	0.32	0.0
Lease Payments	(195.71)	166.66	362.37	217.4	4,420.32	5,333.32	913.00	17.1
Total Program Expenses	\$5,451.77	\$14,677.15	\$9,225.38	62.9 %	\$61,639.08	\$95,725.36	\$34,086.28	35.6 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$4,182.51	\$4,792.31	\$609.80	12.7 %	\$35,866.53	\$40,734.62	\$4,868.09	12.0 %
FICA and Medicare	317.74	366.62	48.88	13.3	2,715.50	3,116.24	400.74	12.9

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 2/1/2019 Through 2/28/2019

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Retirement	303.16	499.92	196.76	39.4	2,414.54	3,103.34	688.80	22.2
Health Insurance	819.74	1,148.36	328.62	28.6	7,070.26	8,332.50	1,262.24	15.1
Worker's Compensation	0.00	0.00	0.00	0.0	2,254.00	4,148.25	1,894.25	45.7
Unemployment	95.05	37.11	(57.94)	(156.1)	344.23	187.48	(156.75)	(83.6)
Total General & Administrative Expenses	\$5,718.20	\$6,844.32	\$1,126.12	16.5 %	\$50,665.06	\$59,622.43	\$8,957.37	15.0 %
Total Expenses	\$11,169.97	\$21,521.47	\$10,351.50	48.1 %	\$112,304.14	\$155,347.79	\$43,043.65	27.7 %
Net Income (Loss)	\$4,719.03	\$(4,413.15)	\$9,132.18	206.9 %	\$15,658.27	\$(18,481.07)	\$34,139.34	184.7 %

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 2/1/2019 Through 2/28/2019

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Revenues</u>								
Sewer Usage Fees	\$14,980.83	\$16,750.00	\$(1,769.17)	(10.6)%	\$121,244.80	\$134,000.00	\$(12,755.20)	(9.5)%
Interest and Investment Earnings	0.00	8.33	(8.33)	(100.0)	25.19	66.68	(41.49)	(62.2)
Transfers In	483.33	483.33	0.00	0.0	3,866.64	3,866.68	(0.04)	0.0
Net Revenues	\$15,464.16	\$17,241.66	\$(1,777.50)	(10.3)%	\$125,136.63	\$137,933.36	\$(12,796.73)	(9.3)%
<u>Program Expenses</u>								
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	22,400.00	25,600.00	3,200.00	12.5
Training & Education	0.00	17.18	17.18	100.0	0.00	81.28	81.28	100.0
Permit Fee Exp - Sewer	0.00	143.22	143.22	100.0	251.06	677.12	426.06	62.9
Engineering Fees	0.00	57.28	57.28	100.0	0.00	270.88	270.88	100.0
Equipment Rentals	0.00	28.64	28.64	100.0	0.00	135.44	135.44	100.0
Fuel	167.44	175.00	7.56	4.3	1,063.05	1,400.00	336.95	24.1
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	135.44	135.44	100.0
Miscellaneous	0.00	23.83	23.83	100.0	132.12	190.68	58.56	30.7
Software Support Exp - Sewer	0.00	130.21	130.21	100.0	1,240.81	1,979.16	738.35	37.3
Operating Supplies - Sewer	275.81	451.43	175.62	38.9	7,933.00	8,194.28	261.28	3.2
R&M Building - Sewer	0.00	34.37	34.37	100.0	0.00	162.52	162.52	100.0
Rep and Maint - Vehicles	2.14	200.00	197.86	98.9	613.65	1,600.00	986.35	61.6
Rep and Maint - Equipment	5.74	266.43	260.69	97.8	6,451.46	6,734.28	282.82	4.2
Rep and Maint - Infrastructure	490.36	2,820.83	2,330.47	82.6	1,220.13	13,716.68	12,496.55	91.1
Service Tests/System Testing	120.00	283.83	163.83	57.7	8,674.60	8,864.76	190.16	2.1
Small Tools and Equipment	0.00	156.25	156.25	100.0	437.00	875.00	438.00	50.1
Telephone Exp - Sewer	68.59	75.00	6.41	8.5	494.59	600.00	105.41	17.6
Uniform Exp Sewer	12.67	44.03	31.36	71.2	183.11	223.88	40.77	18.2
Utilities	253.76	166.66	(87.10)	(52.3)	2,052.29	1,333.36	(718.93)	(53.9)
Administrative Charge	4,204.21	4,204.25	0.04	0.0	33,633.68	33,634.00	0.32	0.0
Sewer Principal Expense	0.00	0.00	0.00	0.0	11,236.77	11,000.00	(236.77)	(2.2)
Sewer Interest Expense	0.00	0.00	0.00	0.0	7,185.70	7,500.00	314.30	4.2
Lease Payments	(195.71)	166.66	362.37	217.4	4,420.32	5,333.32	913.00	17.1
Total Program Expenses	\$8,605.01	\$12,673.74	\$4,068.73	32.1 %	\$112,893.57	\$133,474.08	\$20,580.51	15.4 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$2,192.07	\$2,598.69	\$406.62	15.6 %	\$19,132.09	\$22,088.88	\$2,956.79	13.4 %
FICA and Medicare	166.49	199.77	33.28	16.7	1,455.36	1,687.54	232.18	13.8

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 2/1/2019 Through 2/28/2019

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Retirement	164.39	206.00	41.61	20.2	1,309.30	1,751.00	441.70	25.2
Health Insurance	444.50	560.77	116.27	20.7	3,833.88	4,766.54	932.66	19.6
Worker's Compensation	0.00	0.00	0.00	0.0	1,128.00	2,249.25	1,121.25	49.8
Unemployment	49.59	16.88	(32.71)	(193.8)	178.14	103.24	(74.90)	(72.5)
Total General & Administrative Expenses	\$3,017.04	\$3,582.11	\$565.07	15.8 %	\$27,036.77	\$32,646.45	\$5,609.68	17.2 %
Total Expenses	\$11,622.05	\$16,255.85	\$4,633.80	28.5 %	\$139,930.34	\$166,120.53	\$26,190.19	15.8 %
Net Income (Loss)	\$3,842.11	\$985.81	\$2,856.30	289.7 %	(\$14,793.71)	\$(28,187.17)	\$13,393.46	47.5 %

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 2/1/2019 Through 2/28/2019

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Revenues</u>								
Sanitation Usage Fees	\$15,371.32	\$16,000.00	\$(628.68)	(3.9)%	\$124,518.54	\$128,000.00	\$(3,481.46)	(2.7)%
Miscellaneous	0.00	83.33	(83.33)	(100.0)	631.00	666.68	(35.68)	(5.4)
Transfers In	183.33	183.33	0.00	0.0	1,466.64	1,466.68	(0.04)	0.0
Net Revenues	\$15,554.65	\$16,266.66	\$(712.01)	(4.4)%	\$126,616.18	\$130,133.36	\$(3,517.18)	(2.7)%
<u>Program Expenses</u>								
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	270.88	270.88	100.0
Recycling Contract Exp	0.00	183.33	183.33	100.0	960.00	1,466.68	506.68	34.5
Training & Education	0.00	34.37	34.37	100.0	0.00	162.52	162.52	100.0
Equipment Rentals	0.00	114.57	114.57	100.0	0.00	541.72	541.72	100.0
Fuel	639.19	716.66	77.47	10.8	5,080.81	5,733.36	652.55	11.4
Insurance	0.00	0.00	0.00	0.0	3,805.65	3,800.00	(5.65)	(0.1)
Landfill Tipping Fees	1,874.80	1,974.55	99.75	5.1	12,248.80	15,601.80	3,353.00	21.5
Miscellaneous	0.00	43.12	43.12	100.0	93.86	287.52	193.66	67.4
Software Support Exp - Trash	0.00	66.66	66.66	100.0	1,240.81	1,733.36	492.55	28.4
Operating Supplies - Trash	0.00	20.83	20.83	100.0	65.54	166.68	101.14	60.7
R&M Building - Trash	0.00	17.18	17.18	100.0	0.00	81.28	81.28	100.0
Rep and Maint - Vehicles	136.07	1,232.50	1,096.43	89.0	3,907.38	7,070.00	3,162.62	44.7
Rep and Maint - Equipment	5.74	401.03	395.29	98.6	30.60	1,895.88	1,865.28	98.4
R&M Trash - Infrastructure	5.40	0.00	(5.40)	0.0	18.15	0.00	(18.15)	0.0
Small Tools and Equipment	0.00	135.41	135.41	100.0	66.03	758.36	692.33	91.3
Telephone Exp - Trash	68.57	75.00	6.43	8.6	494.47	600.00	105.53	17.6
Uniform Exp Trash	12.67	43.95	31.28	71.2	183.11	224.20	41.09	18.3
Administrative Charge	4,204.21	4,204.25	0.04	0.0	33,633.68	33,634.00	0.32	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	\$6,946.65	\$9,320.69	\$2,374.04	25.5 %	\$66,864.32	\$79,028.24	\$12,163.92	15.4 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$3,487.38	\$4,164.23	\$676.85	16.3 %	\$30,437.38	\$35,110.96	\$4,673.58	13.3 %
FICA and Medicare	264.86	316.23	51.37	16.2	2,308.02	2,687.96	379.94	14.1
Retirement	261.52	327.69	66.17	20.2	2,082.97	2,785.38	702.41	25.2
Health Insurance	707.16	892.08	184.92	20.7	6,099.32	7,582.66	1,483.34	19.6
Worker's Compensation	0.00	0.00	0.00	0.0	3,161.00	3,578.25	417.25	11.7
Unemployment	78.90	29.54	(49.36)	(167.1)	283.36	157.48	(125.88)	(79.9)
Total General & Administrative Expenses	\$4,799.82	\$5,729.77	\$929.95	16.2 %	\$44,372.05	\$51,902.69	\$7,530.64	14.5 %

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 2/1/2019 Through 2/28/2019

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Total Expenses	<u>\$11,746.47</u>	<u>\$15,050.46</u>	<u>\$3,303.99</u>	<u>22.0 %</u>	<u>\$111,236.37</u>	<u>\$130,930.93</u>	<u>\$19,694.56</u>	<u>15.0 %</u>
Net Income (Loss)	<u>\$3,808.18</u>	<u>\$1,216.20</u>	<u>\$2,591.98</u>	<u>213.1 %</u>	<u>\$15,379.81</u>	<u>\$(797.57)</u>	<u>\$16,177.38</u>	<u>2028.3 %</u>

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 2/1/2019 Through 2/28/2019

Fund: (3) Road

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Revenues</u>								
HURF Revenue	\$3,306.01	\$3,285.00	\$21.01	0.6 %	\$26,353.31	\$26,280.00	\$73.31	0.3 %
Interest and Investment Earnings	33.39	15.00	18.39	122.6	179.86	120.00	59.86	49.9
Transfers In	3,305.46	12,193.95	(8,888.49)	(72.9)	37,522.53	77,524.20	(40,001.67)	(51.6)
Net Revenues	\$6,644.86	\$15,493.95	\$8,849.09	(57.1)%	\$64,055.70	\$103,924.20	\$(39,868.50)	(38.4)%
<u>Program Expenses</u>								
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	812.52	812.52	100.0
Fuel	6.67	0.00	(6.67)	0.0	40.99	0.00	(40.99)	0.0
Insurance	0.00	2,184.00	2,184.00	100.0	1,902.82	4,000.00	2,097.18	52.4
Miscellaneous	0.00	40.96	40.96	100.0	93.86	273.16	179.30	65.6
Operating Supplies - HURF	0.00	41.66	41.66	100.0	541.39	333.36	(208.03)	(62.4)
Public Restroom Supplies	175.13	198.43	23.30	11.7	963.29	1,456.28	492.99	33.9
R&M Building - HURF	0.00	34.37	34.37	100.0	0.00	162.52	162.52	100.0
Rep and Maint - Vehicles	2.14	200.00	197.86	98.9	613.67	1,600.00	986.33	61.6
Rep and Maint - Equipment	5.76	40.09	34.33	85.6	30.61	189.64	159.03	83.9
Rep and Maint - Infrastructure	5.40	9,316.25	9,310.85	99.9	4,633.17	30,735.00	26,101.83	84.9
Small Tools and Equipment	0.00	41.66	41.66	100.0	138.96	333.36	194.40	58.3
Street Lights	967.71	1,041.66	73.95	7.1	7,880.86	8,333.36	452.50	5.4
Street Supplies	985.11	312.50	(672.61)	(215.2)	1,566.15	1,750.00	183.85	10.5
Telephone	15.05	16.66	1.61	9.7	120.40	133.36	12.96	9.7
Uniform Exp - HURF	12.68	38.32	25.64	66.9	183.12	196.72	13.60	6.9
Administrative Charge	940.80	940.83	0.03	0.0	7,526.40	7,526.68	0.28	0.0
Lease Payments	(55.89)	584.85	640.74	109.6	5,548.60	8,560.64	3,012.04	35.2
Total Program Expenses	\$3,060.56	\$15,204.11	\$12,143.55	79.9 %	\$31,819.70	\$68,396.60	\$36,576.90	53.5 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$2,791.67	\$2,193.69	\$(597.98)	(27.3)%	\$24,791.03	\$18,646.38	\$(6,144.65)	(33.0)%
FICA and Medicare	212.54	167.84	(44.70)	(26.6)	1,885.67	1,426.68	(458.99)	(32.2)
Retirement	138.79	173.92	35.13	20.2	1,105.27	1,478.34	373.07	25.2
Health Insurance	375.24	447.77	72.53	16.2	3,236.38	3,806.04	569.66	15.0
Worker's Compensation	0.00	0.00	0.00	0.0	993.00	1,899.00	906.00	47.7
Unemployment	66.06	11.76	(54.30)	(461.7)	224.65	77.66	(146.99)	(189.3)
Total General & Administrative Expenses	\$3,584.30	\$2,994.98	\$(589.32)	(19.7)%	\$32,236.00	\$27,334.10	\$(4,901.90)	(17.9)%
Total Expenses	\$6,644.86	\$18,199.09	\$11,554.23	63.5 %	\$64,055.70	\$95,730.70	\$31,675.00	33.1 %

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 2/1/2019 Through 2/28/2019

Fund: (3) Road

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Net Income (Loss)	\$0.00	\$(2,705.14)	\$2,705.14	100.0 %	\$0.00	\$8,193.50	\$(8,193.50)	(100.0)%

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

Ledger as of : 2/1/2019 to 2/28/2019

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											
020719R 020-0098114-001, 1491161 GG	02/07/19	02/07/19	03/09/19	1.11.6191 - Copier & Equip Lease Expe	\$321.03	\$0.00	\$321.03	02/07/19	9721	ASCUC†	\$0.00
INVOICE 020719R TOTALS:					\$321.03	\$0.00	\$321.03				\$0.00
XEROX FINANCIAL SERVICES TOTALS:					\$321.03	\$0.00	\$321.03				\$0.00
VENDOR: 1004 - CHARLOTTE PAGE											
021319D reimbursement PZ	02/13/19	02/13/19	03/15/19	1.16.6195 - Operating Supplies - P&Z	\$11.91	\$0.00	\$11.91	02/13/19	9745	ASCUC†	\$0.00
INVOICE 021319D TOTALS:					\$11.91	\$0.00	\$11.91				\$0.00
CHARLOTTE PAGE TOTALS:					\$11.91	\$0.00	\$11.91				\$0.00
VENDOR: 1008 - MCI COMM SERVICE											
022019Q 6N294147 928 649 3034 FD	02/20/19	02/20/19	03/12/19	1.14.6265 - Telephone	\$34.22	\$0.00	\$34.22	02/20/19	9759	ASCUC†	\$0.00
INVOICE 022019Q TOTALS:					\$34.22	\$0.00	\$34.22				\$0.00
MCI COMM SERVICE TOTALS:					\$34.22	\$0.00	\$34.22				\$0.00
VENDOR: 1028 - YAVAPAI CO. EDUCATION TECH											
020619C 18-229 LB	02/06/19	02/06/19	03/08/19	1.15.6266 - E-Rate Exp	\$40.07	\$0.00	\$40.07	02/07/19	9722	ASCUC†	\$0.00
INVOICE 020619C TOTALS:					\$40.07	\$0.00	\$40.07				\$0.00
YAVAPAI CO. EDUCATION TECH TOTALS:					\$40.07	\$0.00	\$40.07				\$0.00
VENDOR: 1029 - ATC GROUP SERVICES LLC											
022619F 2165451 ADEQ Brownfields	02/26/19	02/26/19	03/28/19	6.70.6185 - Misc Exp - Cap Grants	\$24,100.00	\$0.00	\$24,100.00	02/26/19	9778	ASCUC†	\$0.00
INVOICE 022619F TOTALS:					\$24,100.00	\$0.00	\$24,100.00				\$0.00
ATC GROUP SERVICES LLC TOTALS:					\$24,100.00	\$0.00	\$24,100.00				\$0.00
VENDOR: 1031 - GARY ALLEN											
022619K reimbursement water	02/26/19	02/26/19	03/28/19	2.51.6280 - Uniform Exp Sewer	\$12.67	\$0.00	\$12.67	02/26/19	9779	ASCUC†	\$0.00
reimbursement sewer				2.50.6280 - Uniform Exp Water	\$12.67	\$0.00	\$12.67	02/26/19	9779	ASCUC†	\$0.00
reimbursement prop				1.18.6280 - Uniform Exp Properties	\$12.66	\$0.00	\$12.66	02/26/19	9779	ASCUC†	\$0.00
reimbursement parks				1.17.6280 - Uniform Exp Parks	\$12.66	\$0.00	\$12.66	02/26/19	9779	ASCUC†	\$0.00
reimbursement trash				2.52.6280 - Uniform Exp Trash	\$12.67	\$0.00	\$12.67	02/26/19	9779	ASCUC†	\$0.00
reimbursement HURF				3.30.6280 - Uniform Exp - HURF	\$12.68	\$0.00	\$12.68	02/26/19	9779	ASCUC†	\$0.00
INVOICE 022619K TOTALS:					\$76.01	\$0.00	\$76.01				\$0.00

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

Ledger as of : 2/1/2019 to 2/28/2019

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
GARY ALLEN TOTALS:					\$76.01	\$0.00	\$76.01				\$0.00
VENDOR: 109 - AFLAC											
022019E	02/20/19	02/20/19	02/20/19	1.10.2405 - AFLAC	\$214.51	\$0.00	\$214.51	02/20/19	9760	ASCUC†	\$0.00
Acct # DN513, Inv. 373504					\$214.51	\$0.00	\$214.51				\$0.00
INVOICE 022019E 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											
020719Q	02/07/19	02/07/19	02/07/19	1.14.6181 - Medical Supplies Exp	\$119.04	\$0.00	\$119.04	02/07/19	9723	ASCUC†	\$0.00
535463 FD					\$119.04	\$0.00	\$119.04				\$0.00
INVOICE 020719Q TOTALS:					\$119.04	\$0.00	\$119.04				\$0.00
ALL-MED EQUIPMENT & SERVICES TOTALS:					\$119.04	\$0.00	\$119.04				\$0.00
VENDOR: 118 - VOCE TELECOM											
022619A	02/26/19	02/26/19	02/26/19	1.13.6265 - Telephone	\$12.54	\$0.00	\$12.54	02/26/19	9780	ASCUC†	\$0.00
208461, 190460070 PD					\$12.54	\$0.00	\$12.54				\$0.00
INVOICE 022619A TOTALS:					\$12.54	\$0.00	\$12.54				\$0.00
VOCE TELECOM TOTALS:					\$12.54	\$0.00	\$12.54				\$0.00
VENDOR: 119 - APS											
020619H	02/06/19	02/06/19	02/21/19	1.18.6285 - Utilities	\$15.62	\$0.00	\$15.62	02/07/19	9724	ASCUC†	\$0.00
943806 roof					\$15.62	\$0.00	\$15.62				\$0.00
INVOICE 020619H TOTALS:					\$15.62	\$0.00	\$15.62				\$0.00
A.P.S.-26											
0421621	02/26/19	02/26/19	03/13/19	1.18.6285 - Utilities	\$463.83	\$0.00	\$463.83	02/26/19	9781	ASCUC†	\$0.00
Fire station					\$463.83	\$0.00	\$463.83				\$0.00
2353720				1.18.6285 - Utilities	\$93.46	\$0.00	\$93.46	02/26/19	9781	ASCUC†	\$0.00
FD gulch					\$93.46	\$0.00	\$93.46				\$0.00
2383901				1.17.6285 - Utilities	\$42.20	\$0.00	\$42.20	02/26/19	9781	ASCUC†	\$0.00
Upper park					\$42.20	\$0.00	\$42.20				\$0.00
5613490				1.17.6285 - Utilities	\$54.88	\$0.00	\$54.88	02/26/19	9781	ASCUC†	\$0.00
Upper park 2					\$54.88	\$0.00	\$54.88				\$0.00
8468241				1.17.6285 - Utilities	\$35.78	\$0.00	\$35.78	02/26/19	9781	ASCUC†	\$0.00
Middle park					\$35.78	\$0.00	\$35.78				\$0.00
0024200				1.17.6285 - Utilities	\$35.78	\$0.00	\$35.78	02/26/19	9781	ASCUC†	\$0.00
Lower park					\$35.78	\$0.00	\$35.78				\$0.00
3216010				1.18.6285 - Utilities	\$37.02	\$0.00	\$37.02	02/26/19	9781	ASCUC†	\$0.00
Hotel Jerome					\$37.02	\$0.00	\$37.02				\$0.00
2839800				1.18.6285 - Utilities	\$253.10	\$0.00	\$253.10	02/26/19	9781	ASCUC†	\$0.00
Ghost Pepper					\$253.10	\$0.00	\$253.10				\$0.00
1976520				1.18.6285 - Utilities	\$188.03	\$0.00	\$188.03	02/26/19	9781	ASCUC†	\$0.00
Co-op					\$188.03	\$0.00	\$188.03				\$0.00
7575770				1.18.6285 - Utilities	\$1,057.77	\$0.00	\$1,057.77	02/26/19	9781	ASCUC†	\$0.00
Civic Center					\$1,057.77	\$0.00	\$1,057.77				\$0.00
6506951				1.18.6285 - Utilities	\$154.37	\$0.00	\$154.37	02/26/19	9781	ASCUC†	\$0.00
PD					\$154.37	\$0.00	\$154.37				\$0.00
4246290				2.51.6285 - Utilities	\$253.76	\$0.00	\$253.76	02/26/19	9781	ASCUC†	\$0.00
VWTP					\$253.76	\$0.00	\$253.76				\$0.00
1490440				3.30.6255 - Street Lights	\$967.71	\$0.00	\$967.71	02/26/19	9781	ASCUC†	\$0.00
Street lights					\$967.71	\$0.00	\$967.71				\$0.00
9438060				1.18.6285 - Utilities	\$118.30	\$0.00	\$118.30	02/26/19	9781	ASCUC†	\$0.00
Roof					\$118.30	\$0.00	\$118.30				\$0.00
6109570				1.18.6285 - Utilities	\$34.59	\$0.00	\$34.59	02/26/19	9781	ASCUC†	\$0.00
Perkinsville Road					\$34.59	\$0.00	\$34.59				\$0.00
8061950				2.50.6285 - Utilities Exp - Water	\$3,790.58	\$0.00	\$3,790.58	02/26/19	9781	ASCUC†	\$0.00
Sunshine Hill water tank					\$3,790.58	\$0.00	\$3,790.58				\$0.00
INVOICE A.P.S.-26 TOTALS:					\$3,790.58	\$0.00	\$3,790.58				\$0.00

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

Ledger as of : 2/1/2019 to 2/28/2019

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
VENDOR: 120 - ARROW EXPRESS											
022019S Sewer sample shipping - 114002	02/20/19	02/20/19	03/22/19	2.51.6240 - Service Tests/System Testi	\$45.00	\$0.00	\$45.00	02/20/19	9761	ASCUC†	\$0.00
INVOICE 022019S TOTALS:					\$45.00	\$0.00	\$45.00				\$0.00
ARROW EXPRESS TOTALS:					\$45.00	\$0.00	\$45.00				\$0.00
VENDOR: 122 - AT&T											
022019R 287251435882x02152019	02/20/19	02/20/19	03/22/19	1.13.6265 - Telephone	\$45.52	\$0.00	\$45.52	02/20/19	9762	ASCUC†	\$0.00
INVOICE 022019R TOTALS:					\$45.52	\$0.00	\$45.52				\$0.00
AT&T TOTALS:					\$45.52	\$0.00	\$45.52				\$0.00
VENDOR: 127 - ARIZONA BLUE STAKE, INC											
020619K 2019-AA0274 sewer	02/06/19	02/06/19	03/08/19	2.51.6230 - Rep and Maint - Infrastructure	\$5.40	\$0.00	\$5.40	02/07/19	9725	ASCUC†	\$0.00
2019-AA0274 water				2.50.6230 - Rep and Maint - Infrastructure	\$5.40	\$0.00	\$5.40	02/07/19	9725	ASCUC†	\$0.00
2019-AA0274 prop				1.18.6230 - Rep and Maint - Infrastructure	\$5.39	\$0.00	\$5.39	02/07/19	9725	ASCUC†	\$0.00
2019-AA0274 parks				1.17.6230 - Rep and Maint - Infrastructure	\$5.39	\$0.00	\$5.39	02/07/19	9725	ASCUC†	\$0.00
2019-AA0274 trash				2.52.6230 - R&M Trash - Infrastructure	\$5.40	\$0.00	\$5.40	02/07/19	9725	ASCUC†	\$0.00
2019-AA0274 HURF				3.30.6230 - Rep and Maint - Infrastructure	\$5.40	\$0.00	\$5.40	02/07/19	9725	ASCUC†	\$0.00
INVOICE 020619K TOTALS:					\$32.38	\$0.00	\$32.38				\$0.00
ARIZONA BLUE STAKE, INC TOTALS:					\$32.38	\$0.00	\$32.38				\$0.00
VENDOR: 150 - BAUDVILLE, INC											
022719P 1984099, 2613934 GG	02/27/19	02/27/19	03/29/19	1.11.6190 - Office Supplies	\$148.95	\$0.00	\$148.95	02/27/19	9797	ASCUC†	\$0.00
INVOICE 022719P TOTALS:					\$148.95	\$0.00	\$148.95				\$0.00
BAUDVILLE, INC TOTALS:					\$148.95	\$0.00	\$148.95				\$0.00
VENDOR: 167 - OFFICE DEPOT											
020719S 63266436, 268115531001 GG	02/07/19	02/07/19	04/08/19	1.11.6190 - Office Supplies	\$48.10	\$0.00	\$48.10	02/07/19	9740	ASCUC†	\$0.00
INVOICE 020719S TOTALS:					\$48.10	\$0.00	\$48.10				\$0.00
022019B 63266436, 272585421001 GG	02/20/19	02/20/19	04/21/19	1.11.6190 - Office Supplies	\$6.83	\$0.00	\$6.83	02/20/19	9763	ASCUC†	\$0.00
INVOICE 022019B TOTALS:					\$6.83	\$0.00	\$6.83				\$0.00
022019P 02/20/19	02/20/19	02/20/19	04/21/19								

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Ledger as of : 2/1/2019 to 2/28/2019

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
63266436, 273332588001 GG				1.11.6190 - Office Supplies	\$16.28	\$0.00	\$16.28	02/20/19	9763	ASCUC†	\$0.00
63266436, 273332715001 GG				1.11.6190 - Office Supplies	\$54.06	\$0.00	\$54.06	02/20/19	9763	ASCUC†	\$0.00
63266436, 272579885001 GG				1.11.6190 - Office Supplies	\$66.42	\$0.00	\$66.42	02/20/19	9763	ASCUC†	\$0.00
63266436 272584389001 GG				1.11.6190 - Office Supplies	\$4.34	\$0.00	\$4.34	02/20/19	9763	ASCUC†	\$0.00
63266436 272584389001 GG				1.11.6190 - Office Supplies	\$4.88	\$0.00	\$4.88	02/20/19	9763	ASCUC†	\$0.00
INVOICE 022019P TOTALS:					\$145.98	\$0.00	\$145.98				\$0.00
0227190	02/27/19	02/27/19	04/28/19								
63266436, 268080748001 GG				1.11.6190 - Office Supplies	\$46.69	\$0.00	\$46.69	02/27/19	9798	ASCUC†	\$0.00
INVOICE 0227190 TOTALS:					\$46.69	\$0.00	\$46.69				\$0.00
OFFICE DEPOT TOTALS:					\$247.60	\$0.00	\$247.60				\$0.00
VENDOR: 168 - CENTURY LINK											
0220190	02/20/19	02/20/19	03/07/19								
long distance GG				1.11.6265 - Telephone	\$172.80	\$0.00	\$172.80	02/20/19	9764	ASCUC†	\$0.00
long distance CT				1.12.6265 - Telephone	\$1.89	\$0.00	\$1.89	02/20/19	9764	ASCUC†	\$0.00
INVOICE 0220190 TOTALS:					\$174.69	\$0.00	\$174.69				\$0.00
CENTURYLINK-34											
928 634 2245 PD	02/26/19	02/26/19	03/13/19								
928 634 6647 FD				1.13.6265 - Telephone	\$31.06	\$0.00	\$31.06	02/26/19	9782	ASCUC†	\$0.00
928 634 6714 water				1.14.6265 - Telephone	\$60.99	\$0.00	\$60.99	02/26/19	9782	ASCUC†	\$0.00
928 634 6714 sewer				2.50.6265 - Telephone Exp - Water	\$15.06	\$0.00	\$15.06	02/26/19	9782	ASCUC†	\$0.00
928 634 6714 trash				2.51.6265 - Telephone Exp - Sewer	\$15.06	\$0.00	\$15.06	02/26/19	9782	ASCUC†	\$0.00
928 634 6714 parks				2.52.6265 - Telephone Exp - Trash	\$15.05	\$0.00	\$15.05	02/26/19	9782	ASCUC†	\$0.00
928 634 6714 HURF				1.17.6265 - Telephone	\$15.05	\$0.00	\$15.05	02/26/19	9782	ASCUC†	\$0.00
928 634 7941 GG DSL				3.30.6265 - Telephone	\$15.05	\$0.00	\$15.05	02/26/19	9782	ASCUC†	\$0.00
928 634 7943 GG				1.11.6265 - Telephone	(\$7.99)	\$0.00	(\$7.99)	02/26/19	9782	ASCUC†	\$0.00
928 634 8992 PD				1.13.6265 - Telephone	\$152.63	\$0.00	\$152.63	02/26/19	9782	ASCUC†	\$0.00
928 639 0574 LB				1.13.6265 - Telephone	\$171.29	\$0.00	\$171.29	02/26/19	9782	ASCUC†	\$0.00
928 649 2776 PD				1.15.6265 - Telephone	\$77.96	\$0.00	\$77.96	02/26/19	9782	ASCUC†	\$0.00
928 649 3034 FD				1.13.6265 - Telephone	\$37.53	\$0.00	\$37.53	02/26/19	9782	ASCUC†	\$0.00
928 649 3250 CT				1.14.6265 - Telephone	\$116.94	\$0.00	\$116.94	02/26/19	9782	ASCUC†	\$0.00
INVOICE CENTURYLINK-34 TOTALS:					\$65.38	\$0.00	\$65.38				\$0.00
CENTURY LINK TOTALS:					\$781.06	\$0.00	\$781.06				\$0.00
CENTURY LINK TOTALS:					\$955.75	\$0.00	\$955.75				\$0.00
VENDOR: 185 - COTTONWOOD EXPRESS LUBE											
021319H	02/13/19	02/13/19	02/13/19								
45180 PD				1.13.6220 - Rep and Maint - Vehicles	\$44.07	\$0.00	\$44.07	02/13/19	9746	ASCUC†	\$0.00
INVOICE 021319H TOTALS:					\$44.07	\$0.00	\$44.07				\$0.00
022619J	02/26/19	02/26/19	02/26/19								
45992 PD				1.13.6220 - Rep and Maint - Vehicles	\$27.46	\$0.00	\$27.46	02/26/19	9783	ASCUC†	\$0.00
INVOICE 022619J TOTALS:					\$27.46	\$0.00	\$27.46				\$0.00

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Ledger as of : 2/1/2019 to 2/28/2019

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
COTTONWOOD EXPRESS LUBE TOTALS:											
					\$71.53	\$0.00	\$71.53				\$0.00
VENDOR: 189 - PURCHASE POWER											
020619N	02/06/19	02/06/19	03/03/19								\$0.00
29014990, 0012438738 GG			1.11.6200 - Postage		\$1,000.00	\$0.00	\$1,000.00	02/06/19	9720	ASCUC†	\$0.00
INVOICE 020619N TOTALS:					\$1,000.00	\$0.00	\$1,000.00				\$0.00
PURCHASE POWER TOTALS:					\$1,000.00	\$0.00	\$1,000.00				\$0.00
VENDOR: 203 - SMART DOCUMENT SOLUTIONS											
021419J	02/14/19	02/14/19	02/14/19								\$0.00
C10253, IN7058 GG			1.11.6191 - Copier & Equip Lease Expe		\$489.80	\$0.00	\$489.80	02/14/19	9757	ASCUC†	\$0.00
INVOICE 021419J TOTALS:					\$489.80	\$0.00	\$489.80				\$0.00
SMART DOCUMENT SOLUTIONS TOTALS:					\$489.80	\$0.00	\$489.80				\$0.00
VENDOR: 207 - HOME DEPOT CREDIT SERVICES											
022719N	02/27/19	02/27/19	03/19/19								\$0.00
3429 prop			1.18.6215 - R&M Building - Properties		\$44.27	\$0.00	\$44.27	02/27/19	9796	ASCUC†	\$0.00
3429 water			2.50.6250 - Small Tools and Equipment		\$65.82	\$0.00	\$65.82	02/27/19	9796	ASCUC†	\$0.00
3429 water			2.50.6230 - Rep and Maint - Infrastruct		\$13.68	\$0.00	\$13.68	02/27/19	9796	ASCUC†	\$0.00
INVOICE 022719N TOTALS:					\$123.77	\$0.00	\$123.77				\$0.00
HOME DEPOT CREDIT SERVICES TOTALS:					\$123.77	\$0.00	\$123.77				\$0.00
VENDOR: 218 - VERIZON WIRELESS											
VERIZON-31	02/06/19	02/06/19	03/03/19								\$0.00
928 300 5987 PZ Barry			1.16.6265 - Telephone		\$37.22	\$0.00	\$37.22	02/07/19	9726	ASCUC†	\$0.00
928 300 8701 FD Rusty			1.14.6265 - Telephone		\$65.03	\$0.00	\$65.03	02/07/19	9726	ASCUC†	\$0.00
928 301 1878 water			2.50.6265 - Telephone Exp - Water		\$11.75	\$0.00	\$11.75	02/07/19	9726	ASCUC†	\$0.00
928 301 1878 sewer			2.51.6265 - Telephone Exp - Sewer		\$11.76	\$0.00	\$11.76	02/07/19	9726	ASCUC†	\$0.00
928 301 1878 trash			2.52.6265 - Telephone Exp - Trash		\$11.76	\$0.00	\$11.76	02/07/19	9726	ASCUC†	\$0.00
928 301 2381 water			2.50.6265 - Telephone Exp - Water		\$11.76	\$0.00	\$11.76	02/07/19	9726	ASCUC†	\$0.00
928 301 2381 sewer			2.51.6265 - Telephone Exp - Sewer		\$11.76	\$0.00	\$11.76	02/07/19	9726	ASCUC†	\$0.00
928 301 2381 trash			2.52.6265 - Telephone Exp - Trash		\$11.76	\$0.00	\$11.76	02/07/19	9726	ASCUC†	\$0.00
928 821 0133 shuttle driver - Leo			1.11.6285 - Tourism 1% Bed Tax		\$34.22	\$0.00	\$34.22	02/07/19	9726	ASCUC†	\$0.00
928 821 8243 water Xanadu			2.50.6265 - Telephone Exp - Water		\$7.86	\$0.00	\$7.86	02/07/19	9726	ASCUC†	\$0.00
928 821 8243 sewer Xanadu			2.51.6265 - Telephone Exp - Sewer		\$7.86	\$0.00	\$7.86	02/07/19	9726	ASCUC†	\$0.00
928 821 8243 trash Xanadu			2.52.6265 - Telephone Exp - Trash		\$7.85	\$0.00	\$7.85	02/07/19	9726	ASCUC†	\$0.00
928 821 8335 water Lyle			2.50.6265 - Telephone Exp - Water		\$11.40	\$0.00	\$11.40	02/07/19	9726	ASCUC†	\$0.00
928 821 8335 sewer Lyle			2.51.6265 - Telephone Exp - Sewer		\$11.41	\$0.00	\$11.41	02/07/19	9726	ASCUC†	\$0.00
928 821 8335 trash Lyle			2.52.6265 - Telephone Exp - Trash		\$11.41	\$0.00	\$11.41	02/07/19	9726	ASCUC†	\$0.00
access charges water			2.50.6265 - Telephone Exp - Water		\$10.74	\$0.00	\$10.74	02/07/19	9726	ASCUC†	\$0.00
access charges sewer			2.51.6265 - Telephone Exp - Sewer		\$10.74	\$0.00	\$10.74	02/07/19	9726	ASCUC†	\$0.00
access charges trash			2.52.6265 - Telephone Exp - Trash		\$10.74	\$0.00	\$10.74	02/07/19	9726	ASCUC†	\$0.00
access charges GG			1.11.6265 - Telephone		\$10.74	\$0.00	\$10.74	02/07/19	9726	ASCUC†	\$0.00

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Ledger as of : 2/1/2019 to 2/28/2019

Invoice Number Description	Inv. Date	Post. Date	Due. Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
access charges FD				1.14.6265 - Telephone	\$10.73	\$0.00	\$10.73	02/07/19	9726	ASCUC†	\$0.00
access charges PZ				1.16.6265 - Telephone	\$10.73	\$0.00	\$10.73	02/07/19	9726	ASCUC†	\$0.00
INVOICE VERIZON-31 TOTALS:					\$329.23	\$0.00	\$329.23				\$0.00
VERIZON WIRELESS TOTALS:					\$329.23	\$0.00	\$329.23				\$0.00
VENDOR: 224 - LEGEND											
022019K	02/20/19	02/20/19	03/22/19	2.51.6240 - Service Tests/System Testi	\$75.00	\$0.00	\$75.00	02/20/19	9765	ASCUC†	\$0.00
Acct 00-0001475, Inv. 1902076 sewe					\$75.00	\$0.00	\$75.00				\$0.00
INVOICE 022019K TOTALS:					\$75.00	\$0.00	\$75.00				\$0.00
LEGEND TOTALS:					\$75.00	\$0.00	\$75.00				\$0.00
VENDOR: 237 - UNISOURCE ENERGY SERVICES											
UNISOURCE-32	02/20/19	02/20/19	03/12/19	1.18.6285 - Utilities	\$48.22	\$0.00	\$48.22	02/20/19	9766	ASCUC†	\$0.00
693726 PD				1.18.6285 - Utilities	\$204.77	\$0.00	\$204.77	02/20/19	9766	ASCUC†	\$0.00
055982 FD				1.18.6285 - Utilities	\$630.22	\$0.00	\$630.22	02/20/19	9766	ASCUC†	\$0.00
750593 Civic Center				1.18.6285 - Utilities	\$268.48	\$0.00	\$268.48	02/20/19	9766	ASCUC†	\$0.00
435334 Town yard				1.18.6285 - Utilities	\$203.14	\$0.00	\$203.14	02/20/19	9766	ASCUC†	\$0.00
235334 Co-op				1.18.6285 - Utilities	\$1,354.83	\$0.00	\$1,354.83	02/20/19			\$0.00
INVOICE UNISOURCE-32 TOTALS:					\$1,354.83	\$0.00	\$1,354.83				\$0.00
UNISOURCE ENERGY SERVICES TOTALS:					\$1,354.83	\$0.00	\$1,354.83				\$0.00
VENDOR: 238 - VERDE VALLEY HARDWARE											
0206190	02/06/19	02/06/19	02/21/19	2.52.6220 - Rep and Maint - Vehicles	\$21.95	\$0.00	\$21.95	02/07/19	9728	ASCUC†	\$0.00
2860 trash				3.30.6260 - Street Supplies	\$494.00	\$0.00	\$494.00	02/07/19	9728	ASCUC†	\$0.00
2860 HURF				2.51.6230 - Rep and Maint - Infrastruct	\$73.11	\$0.00	\$73.11	02/07/19	9728	ASCUC†	\$0.00
2860 sewer				1.14.6250 - Small Tools and Equipment	\$179.09	\$0.00	\$179.09	02/07/19	9728	ASCUC†	\$0.00
2860 FD				1.18.6185 - Miscellaneous	\$47.76	\$0.00	\$47.76	02/07/19	9728	ASCUC†	\$0.00
2860 prop				2.50.6230 - Rep and Maint - Infrastruct	\$25.44	\$0.00	\$25.44	02/07/19	9728	ASCUC†	\$0.00
2860 water				1.18.6195 - Operating Supplies - Prope	\$91.12	\$0.00	\$91.12	02/07/19	9728	ASCUC†	\$0.00
2860 prop				INVOICE 0206190 TOTALS:	\$932.47	\$0.00	\$932.47				\$0.00
VERDE VALLEY HARDWARE TOTALS:					\$932.47	\$0.00	\$932.47				\$0.00
VENDOR: 249 - POSTMASTER											
022619M	02/26/19	02/26/19	02/26/19	1.15.6185 - Miscellaneous	\$208.00	\$0.00	\$208.00	02/26/19	9784	ASCUC†	\$0.00
Postage annual service fee LB					\$208.00	\$0.00	\$208.00				\$0.00
INVOICE 022619M TOTALS:					\$208.00	\$0.00	\$208.00				\$0.00
POSTMASTER TOTALS:					\$208.00	\$0.00	\$208.00				\$0.00
VENDOR: 252 - NAPA AUTO PARTS											

Town of Jerome

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Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
020619I	02/06/19	02/06/19	02/26/19								
31380 sewer				2.51.6220 - Rep and Maint - Vehicles	\$2.14	\$0.00	\$2.14	02/07/19	9729	ASCUC†	\$0.00
31380 water				2.50.6220 - Rep and Maint - Vehicles	\$2.14	\$0.00	\$2.14	02/07/19	9729	ASCUC†	\$0.00
31380 prop				1.18.6220 - Rep and Maint - Vehicles	\$2.14	\$0.00	\$2.14	02/07/19	9729	ASCUC†	\$0.00
31380 parks				1.17.6220 - Rep and Maint - Vehicles	\$2.14	\$0.00	\$2.14	02/07/19	9729	ASCUC†	\$0.00
31380 trash				2.52.6220 - Rep and Maint - Vehicles	\$2.14	\$0.00	\$2.14	02/07/19	9729	ASCUC†	\$0.00
31380 HURF				3.30.6220 - Rep and Maint - Vehicles	\$2.14	\$0.00	\$2.14	02/07/19	9729	ASCUC†	\$0.00
				INVOICE 020619I TOTALS:	\$12.84	\$0.00	\$12.84				\$0.00
020619J	02/06/19	02/06/19	02/26/19								
31380 PD				1.13.6220 - Rep and Maint - Vehicles	\$233.70	\$0.00	\$233.70	02/07/19	9729	ASCUC†	\$0.00
31380 trash				2.52.6220 - Rep and Maint - Vehicles	\$111.98	\$0.00	\$111.98	02/07/19	9729	ASCUC†	\$0.00
				INVOICE 020619J TOTALS:	\$345.68	\$0.00	\$345.68				\$0.00
				NAPA AUTO PARTS TOTALS:	\$358.52	\$0.00	\$358.52				\$0.00
											\$0.00
VENDOR: 254 - THE VERDE INDEPENDENT											
021219VI	02/12/19	02/12/19	02/22/19								
#11366: Legal Notices				1.11.6105 - Advertising, Printing, & Pub	\$665.95	\$0.00	\$665.95	02/12/19	9741	ASCUC†	\$0.00
Zoning Notices				1.16.6105 - Advertising, Printing, & Put	\$179.86	\$0.00	\$179.86	02/12/19	9741	ASCUC†	\$0.00
				INVOICE 021219VI TOTALS:	\$845.81	\$0.00	\$845.81				\$0.00
				THE VERDE INDEPENDENT TOTALS:	\$845.81	\$0.00	\$845.81				\$0.00
VENDOR: 255 - CITY OF COTTONWOOD											
021319F	02/13/19	02/13/19	02/13/19								
Dispatch fees - February 2019 FD				1.14.6120 - Dispatch Fees	\$484.08	\$0.00	\$484.08	02/13/19	9747	ASCUC†	\$0.00
				INVOICE 021319F 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											
021319C	02/13/19	02/13/19	03/10/19								
water, January 2019				2.50.6110 - Contract Services	\$900.00	\$0.00	\$900.00	02/13/19	9748	ASCUC†	\$0.00
WWTP, January 2019				2.51.6110 - Contract Services	\$3,200.00	\$0.00	\$3,200.00	02/13/19	9748	ASCUC†	\$0.00
additional services, WWTP				2.51.6230 - Rep and Maint - Infrastruct	\$110.00	\$0.00	\$110.00	02/13/19	9748	ASCUC†	\$0.00
				INVOICE 021319C TOTALS:	\$4,210.00	\$0.00	\$4,210.00				\$0.00
				CONTRACT WASTEWATER OPERATIONS TOTALS:	\$4,210.00	\$0.00	\$4,210.00				\$0.00
VENDOR: 270 - KATHLEEN JARVIS											
022019C	02/20/19	02/20/19	02/27/19								
reimbursement LB				1.15.6250 - Small Tools and Equipment	\$330.70	\$0.00	\$330.70	02/20/19	9767	ASCUC†	\$0.00
				INVOICE 022019C TOTALS:	\$330.70	\$0.00	\$330.70				\$0.00
				KATHLEEN JARVIS TOTALS:	\$330.70	\$0.00	\$330.70				\$0.00

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VENDOR: 384 - USA BLUE BOOK											
021319E 959133, 793274 sewer	02/13/19	02/13/19	03/15/19	2.51.6195 - Operating Supplies - Sewer	\$222.56	\$0.00	\$222.56	02/13/19	9749	ASCUC#	\$0.00
INVOICE 021319E TOTALS:					\$222.56	\$0.00	\$222.56				\$0.00
022019J											
959133, 803593 sewer	02/20/19	02/20/19	03/22/19	2.51.6195 - Operating Supplies - Sewer	\$53.25	\$0.00	\$53.25	02/20/19	9768	ASCUC#	\$0.00
INVOICE 022019J TOTALS:					\$53.25	\$0.00	\$53.25				\$0.00
USA BLUE BOOK TOTALS:					\$275.81	\$0.00	\$275.81				\$0.00
VENDOR: 399 - YAVAPAI COLLEGE											
022619C 50047387 FD	02/26/19	02/26/19	03/28/19	1.14.6116 - Training & Education	\$1,788.00	\$0.00	\$1,788.00	02/26/19	9785	ASCUC#	\$0.00
INVOICE 022619C TOTALS:					\$1,788.00	\$0.00	\$1,788.00				\$0.00
YAVAPAI COLLEGE TOTALS:					\$1,788.00	\$0.00	\$1,788.00				\$0.00
VENDOR: 429 - PAPERWORK ANALYSIS COMPANY											
021219PW Laser Checks 10000-10999	02/12/19	02/12/19	03/04/19	1.11.6190 - Office Supplies	\$210.51	\$0.00	\$210.51	02/12/19	9742	ASCUC#	\$0.00
INVOICE 021219PW TOTALS:					\$210.51	\$0.00	\$210.51				\$0.00
PAPERWORK ANALYSIS COMPANY TOTALS:					\$210.51	\$0.00	\$210.51				\$0.00
VENDOR: 450 - #1 FOOD STORE											
021319A TOJ shuttle, Jan. 2019 GG Jerome PD, Jan. 2019 PD Jerome FD, Jan. 2019 PD	02/13/19	02/13/19	02/13/19	1.11.6245 - Shuttle Expenses 1.13.6145 - Fuel 1.14.6145 - Fuel	\$112.05 \$510.94 \$329.98	\$0.00 \$0.00 \$0.00	\$112.05 \$510.94 \$329.98	02/13/19 02/13/19 02/13/19	9750 9750 9750	ASCUC# ASCUC# ASCUC#	\$0.00 \$0.00 \$0.00
INVOICE 021319A TOTALS:					\$952.97	\$0.00	\$952.97				\$0.00
#1 FOOD STORE TOTALS:					\$952.97	\$0.00	\$952.97				\$0.00
VENDOR: 457 - DELUXE FOR BUSINESS											
022019JSDEL 02044278894, Ribbon Seal 2019, GG	02/20/19	02/20/19	03/07/19	1.11.6190 - Office Supplies	\$194.44	\$0.00	\$194.44	02/20/19	9758	ASCUC#	\$0.00
INVOICE 022019JSDEL TOTALS:					\$194.44	\$0.00	\$194.44				\$0.00
DELUXE FOR BUSINESS TOTALS:					\$194.44	\$0.00	\$194.44				\$0.00
VENDOR: 502 - DANA KEPNER CO											
020619M 5124, 9012118 sewer	02/06/19	02/06/19	03/08/19	2.51.6230 - Rep and Maint - Infrastruct	\$31.81	\$0.00	\$31.81	02/07/19	9730	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
INVOICE 020619M TOTALS:					\$31.81	\$0.00	\$31.81				\$0.00
0202019I 5124, 9011668-01 sewer	02/20/19	02/20/19	03/22/19	2.51.6230 - Rep and Maint - Infrastructu	\$34.77	\$0.00	\$34.77	02/20/19	9769	ASCUCH	\$0.00
5124, 9011668-00 sewer				2.51.6230 - Rep and Maint - Infrastructu	\$76.92	\$0.00	\$76.92	02/20/19	9769	ASCUCH	\$0.00
5124, 9012085-00 water				2.50.6230 - Rep and Maint - Infrastructu	\$141.78	\$0.00	\$141.78	02/20/19	9769	ASCUCH	\$0.00
INVOICE 022019I TOTALS:					\$253.47	\$0.00	\$253.47				\$0.00
DANA KEPNER CO TOTALS:					\$285.28	\$0.00	\$285.28				\$0.00
VENDOR: 513 - HANSON AGGREGATES LLC											
021319B 211945, 211946, 1099971 sewer	02/13/19	02/13/19	03/15/19	2.51.6230 - Rep and Maint - Infrastructu	\$158.35	\$0.00	\$158.35	02/13/19	9751	ASCUCH	\$0.00
INVOICE 021319B TOTALS:					\$158.35	\$0.00	\$158.35				\$0.00
HANSON AGGREGATES LLC TOTALS:					\$158.35	\$0.00	\$158.35				\$0.00
VENDOR: 571 - NORTHERN CHEMICAL COMPANY											
020619F 2135, 676291-00 HURF	02/06/19	02/06/19	03/08/19	3.30.6210 - Public Restroom Supplies	\$175.13	\$0.00	\$175.13	02/07/19	9731	ASCUCH	\$0.00
INVOICE 020619F TOTALS:					\$175.13	\$0.00	\$175.13				\$0.00
NORTHERN CHEMICAL COMPANY TOTALS:					\$175.13	\$0.00	\$175.13				\$0.00
VENDOR: 576 - LYLE KEITH											
020619L reimbursement prop	02/06/19	02/06/19	03/08/19	1.18.6230 - Rep and Maint - Infrastructu	\$16.44	\$0.00	\$16.44	02/07/19	9732	ASCUCH	\$0.00
INVOICE 020619L TOTALS:					\$16.44	\$0.00	\$16.44				\$0.00
LYLE KEITH TOTALS:					\$16.44	\$0.00	\$16.44				\$0.00
VENDOR: 595 - FDC RESCUE PRODUCTS											
021319H 8064 FD	02/13/19	02/13/19	03/15/19	5.40.6238 - Fire Dept Exp - Opr Grants	\$82,002.97	\$0.00	\$82,002.97	02/13/19	9752	ASCUCH	\$0.00
INVOICE 021319H TOTALS:					\$82,002.97	\$0.00	\$82,002.97				\$0.00
FDC RESCUE PRODUCTS TOTALS:					\$82,002.97	\$0.00	\$82,002.97				\$0.00
VENDOR: 616 - BRANDI M. SUDA											
021319G 108 GG	02/13/19	02/13/19	03/15/19	1.11.6101 - Accounting and Auditing	\$2,275.00	\$0.00	\$2,275.00	02/13/19	9753	ASCUCH	\$0.00
INVOICE 021319G TOTALS:					\$2,275.00	\$0.00	\$2,275.00				\$0.00
BRANDI M. SUDA TOTALS:					\$2,275.00	\$0.00	\$2,275.00				\$0.00

Town of Jerome

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VENDOR: 624 - GARY SHAPIRO											
021419JSLABOR Repair Heater @ Passion 301 Main St	02/14/19	02/14/19	03/16/19	1.18.6215 - R&M Building - Properties	\$132.00	\$0.00	\$132.00	02/14/19	9756	ASCUC†	\$0.00
				INVOICE 021419JSLABOR TOTALS:	\$132.00	\$0.00	\$132.00				\$0.00
021419JSPARTS Parts to repair heat at Passion	02/14/19	02/14/19	03/16/19	1.18.6215 - R&M Building - Properties	\$182.16	\$0.00	\$182.16	02/14/19	9756	ASCUC†	\$0.00
				INVOICE 021419JSPARTS TOTALS:	\$182.16	\$0.00	\$182.16				\$0.00
022719LABOR Courtroom furnace troubleshooting.	02/27/19	02/27/19	03/29/19	1.18.6215 - R&M Building - Properties	\$24.00	\$0.00	\$24.00	02/27/19	9795	ASCUC†	\$0.00
				INVOICE 022719LABOR TOTALS:	\$24.00	\$0.00	\$24.00				\$0.00
				GARY SHAPIRO TOTALS:	\$338.16	\$0.00	\$338.16				\$0.00
VENDOR: 663 - TOWN OF JEROME											
02062019MA1 Monthly Sewer Bond P&I Transfer	02/06/19	02/06/19	02/06/19	1.10.2999 - Suspense Account	\$1,600.00	\$0.00	\$1,600.00	02/06/19	9718	ASCUC†	\$0.00
				INVOICE 02062019MA1 TOTALS:	\$1,600.00	\$0.00	\$1,600.00				\$0.00
02062019MA2 Monthly Sewer R&E Transfer	02/06/19	02/06/19	02/06/19	1.10.2999 - Suspense Account	\$455.00	\$0.00	\$455.00	02/06/19	9717	ASCUC†	\$0.00
				INVOICE 02062019MA2 TOTALS:	\$455.00	\$0.00	\$455.00				\$0.00
				TOWN OF JEROME TOTALS:	\$2,055.00	\$0.00	\$2,055.00				\$0.00
VENDOR: 704 - MINGUS ELECTRIC											
022619D 926 labor	02/26/19	02/26/19	03/28/19	1.18.6215 - R&M Building - Properties	\$340.00	\$0.00	\$340.00	02/26/19	9786	ASCUC†	\$0.00
926 parts				1.18.6215 - R&M Building - Properties	\$40.00	\$0.00	\$40.00	02/26/19	9786	ASCUC†	\$0.00
				INVOICE 022619D TOTALS:	\$380.00	\$0.00	\$380.00				\$0.00
				MINGUS ELECTRIC TOTALS:	\$380.00	\$0.00	\$380.00				\$0.00
VENDOR: 725 - DIESEL DIRECT WEST											
020719P 46690, 0039384 water	02/07/19	02/07/19	02/22/19	2.50.6145 - Fuel	\$83.18	\$0.00	\$83.18	02/07/19	9733	ASCUC†	\$0.00
46690, 0039384 sewer				2.51.6145 - Fuel	\$83.18	\$0.00	\$83.18	02/07/19	9733	ASCUC†	\$0.00
46690, 0039384 trash				2.52.6145 - Fuel	\$249.23	\$0.00	\$249.23	02/07/19	9733	ASCUC†	\$0.00
				INVOICE 020719P TOTALS:	\$415.59	\$0.00	\$415.59				\$0.00
022019A 46690, 0039559 water	02/20/19	02/20/19	03/07/19	2.50.6145 - Fuel	\$77.59	\$0.00	\$77.59	02/20/19	9770	ASCUC†	\$0.00
46690, 0039559 sewer				2.51.6145 - Fuel	\$77.59	\$0.00	\$77.59	02/20/19	9770	ASCUC†	\$0.00
46690, 0039559 trash				2.52.6145 - Fuel	\$383.29	\$0.00	\$383.29	02/20/19	9770	ASCUC†	\$0.00
				INVOICE 022019A TOTALS:	\$538.47	\$0.00	\$538.47				\$0.00

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DIESEL DIRECT WEST TOTALS:											
					\$954.06	\$0.00	\$954.06				\$0.00
VENDOR: 735 - FOUR-D LLC											
020619E	02/06/19	02/06/19	03/08/19	1.11.6193 - Computer Hardware & Serv	\$1,200.00	\$0.00	\$1,200.00	02/07/19	9734	ASCUC†	\$0.00
702 GG				INVOICE 020619E TOTALS:	\$1,200.00	\$0.00	\$1,200.00				\$0.00
FOUR-D LLC TOTALS:											
					\$1,200.00	\$0.00	\$1,200.00				\$0.00
VENDOR: 747 - TOWN OF JEROME PR											
02062019MA3	02/06/19	02/06/19	02/06/19	1.10.2999 - Suspense Account	\$90,000.00	\$0.00	\$90,000.00	02/06/19	9719	ASCUC†	\$0.00
Monthly Payroll Transfer				INVOICE 02062019MA3 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											
022619G	02/26/19	02/26/19	03/28/19	1.11.6170 - Legal Exp - Gen Gov	\$1,189.50	\$0.00	\$1,189.50	02/26/19	9787	ASCUC†	\$0.00
23933 GG				1.16.6170 - Legal Exp - P&Z	\$1,657.50	\$0.00	\$1,657.50	02/26/19	9787	ASCUC†	\$0.00
23933 PZ				5.40.6103 - Operating Grants Exp	\$994.50	\$0.00	\$994.50	02/26/19	9787	ASCUC†	\$0.00
23933 CDBG housing rehab				INVOICE 022619G TOTALS:	\$3,841.50	\$0.00	\$3,841.50				\$0.00
SIMS MURRAY, LTD TOTALS:											
					\$3,841.50	\$0.00	\$3,841.50				\$0.00
VENDOR: 754 - ARIZONA BUG COMPANY											
022019F	02/20/19	02/20/19	03/22/19	1.18.6215 - R&M Building - Properties	\$50.00	\$0.00	\$50.00	02/20/19	9771	ASCUC†	\$0.00
105784 prop				INVOICE 022019F TOTALS:	\$50.00	\$0.00	\$50.00				\$0.00
ARIZONA BUG COMPANY TOTALS:											
					\$50.00	\$0.00	\$50.00				\$0.00
VENDOR: 793 - TOWN OF JEROME - UTILITIES											
TOJUTILITIES-31											
7002-01 Civic Center	02/06/19	02/06/19	03/08/19	1.18.6285 - Utilities	\$216.90	\$0.00	\$216.90	02/07/19	9735	ASCUC†	\$0.00
7015-01 Fire station				1.18.6285 - Utilities	\$137.56	\$0.00	\$137.56	02/07/19	9735	ASCUC†	\$0.00
7031-01 Library				1.18.6285 - Utilities	\$137.56	\$0.00	\$137.56	02/07/19	9735	ASCUC†	\$0.00
7054-01 Police station				1.18.6285 - Utilities	\$177.32	\$0.00	\$177.32	02/07/19	9735	ASCUC†	\$0.00
7060-01 Town yard				1.18.6285 - Utilities	\$137.56	\$0.00	\$137.56	02/07/19	9735	ASCUC†	\$0.00
INVOICE TOJUTILITIES-31 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											
021219BA	02/12/19	02/12/19	03/14/19								\$0.00

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Fuel, Sewer				2.51.6145 - Fuel	\$6.67	\$0.00	\$6.67	02/12/19	9744	ASCUC†	\$0.00
Fuel, Water				2.50.6145 - Fuel	\$6.67	\$0.00	\$6.67	02/12/19	9744	ASCUC†	\$0.00
Fuel, Prop				1.18.6145 - Fuel	\$6.66	\$0.00	\$6.66	02/12/19	9744	ASCUC†	\$0.00
Fuel, Parks				1.17.6145 - Fuel	\$6.66	\$0.00	\$6.66	02/12/19	9744	ASCUC†	\$0.00
Fuel, Trash				2.52.6145 - Fuel	\$6.67	\$0.00	\$6.67	02/12/19	9744	ASCUC†	\$0.00
Fuel, HURF				3.30.6145 - Fuel	\$6.67	\$0.00	\$6.67	02/12/19	9744	ASCUC†	\$0.00
INVOICE 021219BA TOTALS:					\$40.00	\$0.00	\$40.00				\$0.00
021219BB	02/12/19	02/12/19	03/14/19								
Teeth and pins, Sewer				2.51.6225 - Rep and Maint - Equipment	\$5.74	\$0.00	\$5.74	02/12/19	9743	ASCUC†	\$0.00
Teeth and pins, Water				2.50.6225 - Rep and Maint - Equipment	\$5.74	\$0.00	\$5.74	02/12/19	9743	ASCUC†	\$0.00
Teeth and pins, Prop				1.18.6225 - Rep and Maint - Equipment	\$5.74	\$0.00	\$5.74	02/12/19	9743	ASCUC†	\$0.00
Teeth and pins, Parks				1.17.6225 - Rep and Maint - Equipment	\$5.74	\$0.00	\$5.74	02/12/19	9743	ASCUC†	\$0.00
Teeth and pins, Trash				2.52.6225 - Rep and Maint - Equipment	\$5.74	\$0.00	\$5.74	02/12/19	9743	ASCUC†	\$0.00
Teeth and pins, HURF				3.30.6225 - Rep and Maint - Equipment	\$5.76	\$0.00	\$5.76	02/12/19	9743	ASCUC†	\$0.00
INVOICE 021219BB TOTALS:					\$34.46	\$0.00	\$34.46				\$0.00
021219BC	02/12/19	02/12/19	03/14/19								
2415, Staff Gift Cards, GG				1.11.6185 - Miscellaneous	\$2,727.40	\$0.00	\$2,727.40	02/12/19	9743	ASCUC†	\$0.00
Printer ink and supplies, GG				1.11.6190 - Office Supplies	\$101.99	\$0.00	\$101.99	02/12/19	9743	ASCUC†	\$0.00
Hosting and subscriptions, GG				1.11.6192 - Software Support Exp - GG	\$158.11	\$0.00	\$158.11	02/12/19	9743	ASCUC†	\$0.00
Computer equipment, GG				1.11.6193 - Computer Hardware & Serv	\$467.01	\$0.00	\$467.01	02/12/19	9743	ASCUC†	\$0.00
Art Workshop supplies, LIB				1.15.6195 - Operating Supplies - Librar	\$334.76	\$0.00	\$334.76	02/12/19	9743	ASCUC†	\$0.00
INVOICE 021219BC TOTALS:					\$3,789.27	\$0.00	\$3,789.27				\$0.00
BANKCARD CENTER TOJ TOTALS:					\$3,863.73	\$0.00	\$3,863.73				\$0.00
VENDOR: 795 - BANKCARD CENTER WF											
022619WF	02/27/19	02/27/19	03/29/19								
1961, Microsoft Online Services, FD				1.14.6125 - Dues and Subscriptions	\$180.00	\$0.00	\$180.00	02/27/19	9794	ASCUC†	\$0.00
Yav Bk Store, Driver/Operator, FD				1.14.6116 - Training & Education	\$117.14	\$0.00	\$117.14	02/27/19	9794	ASCUC†	\$0.00
Canyon Pipe, Comm Water Htr, FD				1.18.6215 - R&M Building - Properties	\$2,144.02	\$0.00	\$2,144.02	02/27/19	9794	ASCUC†	\$0.00
INVOICE 022619WF TOTALS:					\$2,441.16	\$0.00	\$2,441.16				\$0.00
BANKCARD CENTER WF TOTALS:					\$2,441.16	\$0.00	\$2,441.16				\$0.00
VENDOR: 806 - PRESCOTT LAW GROUP, PLC											
022619L	02/26/19	02/26/19	03/28/19								
2011-00019, 2559 PD				1.13.6172 - Prosecutor Exp	\$2,387.00	\$0.00	\$2,387.00	02/26/19	9788	ASCUC†	\$0.00
INVOICE 022619L TOTALS:					\$2,387.00	\$0.00	\$2,387.00				\$0.00
PRESCOTT LAW GROUP, PLC TOTALS:					\$2,387.00	\$0.00	\$2,387.00				\$0.00
VENDOR: 807 - TOWN OF CAMP VERDE											
022019H	02/20/19	02/20/19	03/22/19								
bi-annual dispatch services - Jan -				1.13.6120 - Dispatch Fees	\$17,500.00	\$0.00	\$17,500.00	02/20/19	9772	ASCUC†	\$0.00

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

Ledger as of : 2/1/2019 to 2/28/2019

Invoice Number Description	Inv. Date	Post. Date	Due. Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
INVOICE 022019H TOTALS:					\$17,500.00	\$0.00	\$17,500.00				\$0.00
TOWN OF CAMP VERDE TOTALS:					\$17,500.00	\$0.00	\$17,500.00				\$0.00
VENDOR: 866 - DEERE CREDIT, INC.											
JDCFL-35	02/13/19	02/13/19	03/15/19								
030-0064123-000, 2103153 prop				1.18.8040 - Lease Payments	\$77.60	\$0.00	\$77.60	02/13/19	9754	ASCUC†	\$0.00
030-0064123-000, 2103153 parks				1.17.8040 - Lease Payments	\$77.60	\$0.00	\$77.60	02/13/19	9754	ASCUC†	\$0.00
030-0064123-000, 2103153 water				2.50.8040 - Lease Payments	\$271.59	\$0.00	\$271.59	02/13/19	9754	ASCUC†	\$0.00
030-0064123-000, 2103153 sewer				2.51.8040 - Lease Payments	\$271.59	\$0.00	\$271.59	02/13/19	9754	ASCUC†	\$0.00
030-0064123-000, 2103153 HURF				3.30.8040 - Lease Payments	\$77.58	\$0.00	\$77.58	02/13/19	9754	ASCUC†	\$0.00
INVOICE JDCFL-35 TOTALS:					\$775.96	\$0.00	\$775.96				\$0.00
JDCFL2-2	02/26/19	02/26/19	03/28/19								
510001614248 prop				1.18.8040 - Lease Payments	\$21.68	\$0.00	\$21.68	02/26/19	9789	ASCUC†	\$0.00
510001614248 parks				1.17.8040 - Lease Payments	\$21.68	\$0.00	\$21.68	02/26/19	9789	ASCUC†	\$0.00
510001614248 water				2.50.8040 - Lease Payments	\$75.88	\$0.00	\$75.88	02/26/19	9789	ASCUC†	\$0.00
510001614248 sewer				2.51.8040 - Lease Payments	\$75.88	\$0.00	\$75.88	02/26/19	9789	ASCUC†	\$0.00
510001614248 HURF				3.30.8040 - Lease Payments	\$21.69	\$0.00	\$21.69	02/26/19	9789	ASCUC†	\$0.00
INVOICE JDCFL2-2 TOTALS:					\$216.81	\$0.00	\$216.81				\$0.00
DEERE CREDIT, INC. TOTALS:					\$992.77	\$0.00	\$992.77				\$0.00
VENDOR: 895 - COPPER TOWN HAULING, LLC											
020619G	02/06/19	02/06/19	03/08/19								
1439 HURF				3.30.6260 - Street Supplies	\$278.61	\$0.00	\$278.61	02/07/19	9736	ASCUC†	\$0.00
INVOICE 020619G TOTALS:					\$278.61	\$0.00	\$278.61				\$0.00
022019G	02/20/19	02/20/19	03/22/19								
1442 HURF				3.30.6260 - Street Supplies	\$212.50	\$0.00	\$212.50	02/20/19	9773	ASCUC†	\$0.00
INVOICE 022019G TOTALS:					\$212.50	\$0.00	\$212.50				\$0.00
COPPER TOWN HAULING, LLC TOTALS:					\$491.11	\$0.00	\$491.11				\$0.00
VENDOR: 914 - LIFE & PROPERTY SAFETY, LLC											
022619B	02/26/19	02/26/19	03/28/19								
2904 prop labor				1.18.6215 - R&M Building - Properties	\$370.00	\$0.00	\$370.00	02/26/19	9790	ASCUC†	\$0.00
2904 prop parts				1.18.6215 - R&M Building - Properties	\$302.00	\$0.00	\$302.00	02/26/19	9790	ASCUC†	\$0.00
INVOICE 022619B TOTALS:					\$672.00	\$0.00	\$672.00				\$0.00
LIFE & PROPERTY SAFETY, LLC TOTALS:					\$672.00	\$0.00	\$672.00				\$0.00
VENDOR: 931 - HUBBARD MERRELL ENGINEERING											
022619I	02/26/19	02/26/19	02/26/19								
2310 CDBG SSP				5.40.6103 - Operating Grants Exp	\$1,980.00	\$0.00	\$1,980.00	02/26/19	9791	ASCUC†	\$0.00
INVOICE 022619I TOTALS:					\$1,980.00	\$0.00	\$1,980.00				\$0.00

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

Ledger as of : 2/1/2019 to 2/28/2019

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
HUBBARD MERRELL ENGINEERING TOTALS:											
VENDOR: 952 - KAIROS HEALTH ARIZONA, INC.					\$1,980.00	\$0.00	\$1,980.00				\$0.00
022019D Health Insurance - 0219-42 Decembe	02/20/19	02/20/19	03/22/19	1.10.2406 - Health Insurance	\$13,500.87	\$0.00	\$13,500.87	02/20/19	9774	ASCUC†	\$0.00
INVOICE 022019D TOTALS:					\$13,500.87	\$0.00	\$13,500.87				\$0.00
KAIROS HEALTH ARIZONA, INC. TOTALS:											
VENDOR: 958 - SUMMIT PROPERTY CONSTRUCTION											\$0.00
020619D rehab work, K. Mackenzie	02/06/19	02/06/19	03/08/19	5.40.6103 - Operating Grants Exp	\$29,600.00	\$0.00	\$29,600.00	02/07/19	9737	ASCUC†	\$0.00
INVOICE 020619D TOTALS:					\$29,600.00	\$0.00	\$29,600.00				\$0.00
022619H Rehab work, A. Bassett	02/26/19	02/26/19	03/28/19	5.40.6103 - Operating Grants Exp	\$9,850.00	\$0.00	\$9,850.00	02/26/19	9792	ASCUC†	\$0.00
INVOICE 022619H TOTALS:					\$9,850.00	\$0.00	\$9,850.00				\$0.00
SUMMIT PROPERTY CONSTRUCTION TOTALS:					\$39,450.00	\$0.00	\$39,450.00				\$0.00
VENDOR: 968 - PATRIOT DISPOSAL, INC.											\$0.00
020619B 0040, 2393 trash	02/06/19	02/06/19	03/08/19	2.52.6165 - Landfill Tipping Fees	\$1,874.80	\$0.00	\$1,874.80	02/07/19	9738	ASCUC†	\$0.00
INVOICE 020619B TOTALS:					\$1,874.80	\$0.00	\$1,874.80				\$0.00
PATRIOT DISPOSAL, INC. TOTALS:					\$1,874.80	\$0.00	\$1,874.80				\$0.00
VENDOR: 995 - MELANIE ATKIN											\$0.00
021319I mileage reimbursement GG	02/13/19	02/13/19	03/15/19	1.11.6275 - Travel	\$120.64	\$0.00	\$120.64	02/13/19	9755	ASCUC†	\$0.00
reimbursement for conference GG					\$275.00	\$0.00	\$275.00	02/13/19	9755	ASCUC†	\$0.00
INVOICE 021319I TOTALS:					\$395.64	\$0.00	\$395.64				\$0.00
022619E mileage reimbursement GG	02/26/19	02/26/19	03/28/19	1.11.6275 - Travel	\$118.32	\$0.00	\$118.32	02/26/19	9793	ASCUC†	\$0.00
reimbursement for Grant Writing Sem					\$120.00	\$0.00	\$120.00	02/26/19	9793	ASCUC†	\$0.00
INVOICE 022619E TOTALS:					\$238.32	\$0.00	\$238.32				\$0.00
MELANIE ATKIN TOTALS:					\$633.96	\$0.00	\$633.96				\$0.00
VENDOR: ONETIM - A. ALLEN - JEROME DECK HOUSE											\$0.00
022019N reimbursement -license fee	02/20/19	02/20/19	03/22/19	1.10.4045 - Business Licenses	\$20.00	\$0.00	\$20.00	02/20/19	9777	ASCUC†	\$0.00
INVOICE 022019N TOTALS:					\$20.00	\$0.00	\$20.00				\$0.00

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

Ledger as of : 2/1/2019 to 2/28/2019

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
A. ALLEN - JEROME DECK HOUSE TOTALS:											
					\$20.00	\$0.00	\$20.00				\$0.00
VENDOR: ONETIM - ANDREA PRINCE											
022019L reimbursement - renewal fee	02/20/19	02/20/19	03/22/19	1.10.4045 - Business Licenses	\$50.00	\$0.00	\$50.00	02/20/19	9775	ASCUC	\$0.00
INVOICE 022019L TOTALS:					\$50.00	\$0.00	\$50.00				\$0.00
ANDREA PRINCE TOTALS:					\$50.00	\$0.00	\$50.00				\$0.00
VENDOR: ONETIM - C&T AMUSEMENTS											
020619A reimbursement for overpayment on bu	02/06/19	02/06/19	03/08/19	1.10.4045 - Business Licenses	\$10.00	\$0.00	\$10.00	02/07/19	9739	ASCUC	\$0.00
INVOICE 020619A TOTALS:					\$10.00	\$0.00	\$10.00				\$0.00
C&T AMUSEMENTS TOTALS:					\$10.00	\$0.00	\$10.00				\$0.00
VENDOR: ONETIM - THE WARY BUFFALO											
022019M reimbursement - business license	02/20/19	02/20/19	03/22/19	1.10.4045 - Business Licenses	\$20.00	\$0.00	\$20.00	02/20/19	9776	ASCUC	\$0.00
INVOICE 022019M TOTALS:					\$20.00	\$0.00	\$20.00				\$0.00
THE WARY BUFFALO TOTALS:					\$20.00	\$0.00	\$20.00				\$0.00
LEDGER TOTALS:					\$314,872.39	\$0.00	\$314,872.39				\$0.00

3/4/19
11:11:01 AM

Town of Jerome
Balance Sheet
As of 2/28/2019
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	165.00	
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	49,004.41	
OAZ Checking	573,485.56	
OAZ General Savings	393,110.85	
OAZ CTL Business Savings	5.00	
Total Current Assets		\$1,337,754.31

Other Assets

Due From Other Funds	\$924,397.64	
Total Other Assets		924,397.64
Total Assets		<u>\$2,262,151.95</u>

Liabilities and Net Assets

Current Liabilities

Accounts Payable	\$(13,841.91)	
Federal WH & FICA	(9.81)	
Arizona Withholding	(35.05)	
AFLAC	(460.57)	
Health Insurance	(2,050.07)	
457G Retirement	0.03	
PSPRS	(0.07)	
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	1,546,609.03	
Court Liabilities	6,507.78	
Suspense Account	(1,633.78)	
Total Current Liabilities		\$1,563,811.60
Total Liabilities		<u>\$1,563,811.60</u>

Net Assets

Unrestricted Funds	734,473.85
Prior Period Adj - GF	56.13
Current Year Net Assets	<u>(36,189.63)</u>

3/4/19
11:11:01 AM

Town of Jerome
Balance Sheet
As of 2/28/2019
Fund: (1) General

Total Net Assets	698,340.35
Total Liabilities and Net Assets	<u>\$2,262,151.95</u>

3/4/19
11:11:21 AM

Town of Jerome
Balance Sheet
As of 2/28/2019
Fund: (2) Utilities

Assets

Current Assets

Allowance for Doubtful Accts	\$(15,000.00)	
Utilities A/R	58,642.19	
Bond Account	3,414.32	
Replacement & Extension Acct	63,883.38	
Series 2001 Bond Reserve Acct	30,043.10	
Total Current Assets		\$140,982.99

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	\$440,364.72	
Total Other Assets		440,364.72

Total Assets

\$2,769,435.81

Liabilities and Net Assets

Current Liabilities

Sales Tax Payable	\$1,046.60	
Customer Deposits	23,400.04	
Compensated Absences	1,653.16	
Bonds Payable	159,682.50	
Other Liabilities	6,354.76	
Due To Other Funds	393,230.11	
Accrued Payroll	1,951.06	
Accrued Interest Payable	3,592.85	
Total Current Liabilities		\$590,911.08
Total Liabilities		\$590,911.08

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	(8,509.25)	
Total Net Assets		2,178,524.73
Total Liabilities and Net Assets		\$2,769,435.81

3/4/19
11:11:36 AM

Town of Jerome
Balance Sheet
As of 2/28/2019
Fund: (3) Road

Assets

Current Assets

HURF Accounts Receivable	\$6,631.11	
OAZ HURF Savings	125,897.22	
Total Current Assets		\$132,528.33

Other Assets

Due From Other Funds	\$67,835.14	
Total Other Assets		67,835.14

Total Assets		<u>\$200,363.47</u>
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Liabilities and Net Assets

Current Liabilities

Due To Other Funds	\$204,718.17	
Accrued Payroll	526.64	
Total Current Liabilities		\$205,244.81

Total Liabilities		<u>\$205,244.81</u>
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Net Assets

Unrestricted Fund Balance	(4,881.34)	
Current Year Net Assets		
Total Net Assets		<u>(4,881.34)</u>
Total Liabilities and Net Assets		<u>\$200,363.47</u>

3/4/19
11:11:47 AM

Town of Jerome
Balance Sheet
As of 2/28/2019

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

3/4/19
11:11:55 AM

Town of Jerome
Balance Sheet
As of 2/28/2019

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	\$246,456.55	
Total Other Assets		246,456.55

Total Assets		<u>\$265,458.94</u>
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Liabilities and Net Assets

Current Liabilities

Due To Other Funds	\$174,537.83	
Deferred Revenue - Opr Grants	56,964.75	
Total Current Liabilities		\$231,502.58
Total Liabilities		<u>\$231,502.58</u>

Net Assets

Unrestricted Fund Balance	11,960.45	
Current Year Net Assets	21,995.91	
Total Net Assets		33,956.36
Total Liabilities and Net Assets		<u>\$265,458.94</u>

Town of Jerome
Balance Sheet
As of 2/28/2019
Fund: (6) Capital Grants

Assets		
<u>Other Assets</u>		
Due From Other Funds	\$500,603.84	
Total Other Assets		\$500,603.84
Total Assets		\$500,603.84
Liabilities and Net Assets		
<u>Current Liabilities</u>		
Deferred Revenue - Cap Grants	\$37,456.83	
Due To Other Funds	59,201.60	
Total Current Liabilities		\$96,658.43
Total Liabilities		\$96,658.43
<u>Net Assets</u>		
Restricted Fund Balance	\$31,920.73	
Unrestricted Fund Balance	(35,183.20)	
Current Year Net Assets	407,207.88	
Total Net Assets		403,945.41
Total Liabilities and Net Assets		\$500,603.84

3/4/19
11:12:12 AM

Town of Jerome
Balance Sheet
As of 2/28/2019

Fund: (7) GF Contingencies

Assets

Current Assets

Wildland Fees Receivable	\$22,363.66	
Total Current Assets	<u>22,363.66</u>	\$22,363.66

Other Assets

Due From Other Funds	\$211,840.73	
Total Other Assets	<u>211,840.73</u>	211,840.73

Total Assets		<u><u>234,204.39</u></u>
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Liabilities and Net Assets

Current Liabilities

Due To Other Funds	\$71,275.34	
Total Current Liabilities	<u>71,275.34</u>	\$71,275.34

Total Liabilities		<u>71,275.34</u>
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Net Assets

Unrestricted Fund Balance	\$80,209.40	
Current Year Net Assets	<u>82,719.65</u>	
Total Net Assets		<u>162,929.05</u>

Total Liabilities and Net Assets		<u><u>234,204.39</u></u>
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3/4/19
11:12:19 AM

Town of Jerome
Balance Sheet
As of 2/28/2019
Fund: (9) Capital

Assets

Current Assets

OAZ Capital Improvements	\$40,553.82	
Total Current Assets		\$40,553.82

Other Assets

Due From Other Funds	\$47,124.44	
Total Other Assets		47,124.44

Total Assets		\$87,678.26
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Liabilities and Net Assets

Current Liabilities

Due To Other Funds	\$15,000.00	
Total Current Liabilities		\$15,000.00

Total Liabilities		\$15,000.00
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Net Assets

Unrestricted Fund Balance	\$67,628.33	
Current Year Net Assets	5,049.93	

Total Net Assets		72,678.26
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Total Liabilities and Net Assets		\$87,678.26
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For the meeting of March 12, 2019

MONTHLY STAFF REPORT TO THE MAYOR AND COUNCIL

Candace B. Gallagher, Town Manager/Clerk

My activities over the past month included:

- Completed and launched the Town's new website. Will continue to add to it as we go along.
- Updated Town Code and Zoning Ordinance to include recently adopted ordinances. Online versions are now current. Printed copies are available upon request.
- Began meetings with staff regarding 2019-20 budget requests.
- Continued work with NACOG regarding our CDBG Housing Rehabilitation grant.
- With Mayor and Council, attended Intergovernmental Meeting hosted by the Yavapai-Apache Nation.
- Received notification that the Town has been awarded \$28,000 from the Freeport-McMoRan Copper & Gold Foundation for parking improvements.
- 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 January. As always, please feel free to contact me with any questions or concerns.

CONGRATULATIONS to:

- **Officer Mark Boan** who completed two years of full-time service to the Town on March 1, 2019.

Candace

WATER FLOWS REPORT

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

Reading Date	WALNUT GPM	VERDE GPM
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
12-Feb	56.6	91
26-Feb	71	132

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	83,596	(6,604)	87,849	(4,253)
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	577,345	(6,355)	1,022,197	9,088

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	31,708	32,808	(1,100)	9,268	11,539	(2,271)	31,875	31,525	350
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	227,811	394,870	11,728	78,190	145,896	(2,991)	207,501	365,325	6,739

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
January	12,029
February	
March	
April	
May	
June	

TOWN OF JEROME

Monthly Council Staff Report from the Deputy Clerk: March 5, 2019

This report covers the month of February 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.
- ❖ Assisted Rusty Blair with flier for the new fire truck housing ceremony.
- ❖ Processed credit card invoices and several other on demand invoices, payments and checks.
- ❖ Prepared and distributed the March-April 2019 Newsletter.

Thank you,

Joni Savage

Deputy Clerk



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: February Year: 2019

Calls by Type	Number	Resident	Non-Resident
EMS Resident	8	4	4
Residential Fire	0	0	0
Commercial Fire	0	0	0
Wildland	0	0	0
Still Assignment	8	8	0
Special Duty	41	33	8
Snake Removal	0	0	0
Tech Rope Rescue	1	1	0
MVA/Rescue	3	0	3
HazMat	0	0	0
Dispatch	0	0	0
Totals:	61	46	15
Total Calls Chief on Scene	44		
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: 80.4
--	-------------------

Fire Chief Meetings	Date
Verde Valley Fire Chief's Association Meeting	02/06/2019

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 had several EMT's doing their semi-annual refresher including Chris Gonzales, Allen Muma, Ian Haney, Marty Stan, and Launa Stan this 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.
- February 23rd Ropes Rescue Training was held at the Jerome Fire Station.
- Arizona Wildland Incident Management Academy will be happening March 9th – 15th. James Paisano, Johnny Braden, Micah Braden, Ian Haney, Chris Gonzales, and Jasper Lanning will be attending.
- Tim Irwin will be instructing a wildland refresher and Incident Safety Officer Training in March.

Department Affairs and On-going Projects

- Our February 2019 call volume is up by 15 calls over last February's 46 calls, totaling 61 calls this month. Our year to date call volume is 99 compared with 92 calls YTD 2018. Of course, we are only 2 months 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.
- The new Delta Avon Air Packs arrived! FDC Rescue Products came to run our firefighters through fit-testing on 02/28. The new fit masks should be arriving soon.
- In regard to the new HME-Ahrens Engine, it has arrived! 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 March 30. 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.
- There were 2 building department inspections, and 7 business licenses issued this month.
- Duty Officer Haney has been attending Pulse Point meetings and Training and Safety meetings. He also went as a JFD representative to a Walk for Heroes event on 02/08.
- Captain Lanning is continually attending PAWUIC meetings to help meet our fuel mitigation targets.
- The Life Safety and Property Fire Extinguisher company came up to test and service not only JFD extinguishers, but the town businesses as well on 02/13.

Prevention

- We have had a total of 11 visits to the burn pile in February with a total of 30 loads of trimmings, slash and brush for a total of 16 combined Jerome citizen hours. Adding to those totals are 147 hours of Firewise crew. We have a part-time crew of 4. If you need assistance, and haven't filled out a Firewise application, they can be obtained at the Town Hall or the Fire Department.

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.

February Fire and EMS Report:

Run	Date	Time	Day	Type of Call	Additional Info	Per
19-33	2/1	9:30:00 AM	Fri	Special Duty Resident	Vehicle lock out.	2
19-34	2/1	10:30:00 AM	Fri	Still Assignment Resident	Reinstalled smoke alarms	2
7	2/2	3:12:00 PM	Sat	MVA/Rescue Non-Resident	MVA Delta; motorcycle 2 occupants	9
19-35	2/4	10:15:00 AM	Mon	Special Duty Resident	Assist with disabled vehicle.	1
19-36	2/5	9:00:00 AM	Tue	Still Assignment Resident	Burnt in place.	4
19-37	2/6	8:30:00 AM	Wed	Special Duty Resident	Removed road hazards (rocks)	3
19-38	2/6	9:00:00 AM	Wed	Still Assignment Resident	Burnt at burn pile.	5
19-39	2/7	2:30:00 PM	Thur	Special Duty Resident	Checked on dog in vehicle windows up	1
19-40	2/7	5:15:00 PM	Thur	Still Assignment Resident	Smoke in building from unattended oven.	8
19-41	2/9	9:00:00 AM	Sat	Special Duty Resident	Vehicle Lock Out.	2
8	2/9	1:57:00 PM	Sat	EMS Non-Resident	EMS 70 YOF Fall Injury	9
9	2/9	1:54:00 PM	Sat	EMS Non-Resident	CAD error.	1
10	2/9	9:02:00 PM	Sat	MVA/Rescue Non-Resident	Single vehicle down a hill and into a tree.	9
19-42	2/11	8:00:00 AM	Mon	Still Assignment Resident	Multi agency rope training.	4
19-43	2/11	9:00:00 AM	Mon	EMS Resident	Telephone line down. Century link notified	1
11	2/11	6:47:00 AM	Mon	Special Duty Non-Resident	Vehicle stuck in road due to icy conditions	8
19-44	2/11	12:00:00 PM	Mon	EMS Resident	Disabled vehicle assist, needed tow.	2
19-45	2/12	3:30:00 PM	Tue	Special Duty Non-Resident	Assist JPD with oversized vehicle.	2
19-46	2/12	4:16:00 PM	Tue	EMS Non-Resident	EMS 21 YOF Smashed Finger	2
19-47	2/13	8:45:00 AM	Wed	Special Duty Resident	Disabled vehicle with dead battery.	1
19-48	2/13	8:00:00 AM	Wed	Special Duty Resident	Animal assist feral cat.	1
19-49	2/13	8:30:00 AM	Wed	Special Duty Resident	Animal assist skunk.	1
19-50	2/13	2:30:00 PM	Wed	EMS Resident	70 YOM invalid assist.	2
19-51	2/14	8:30:00 AM	Thurs	Still Assignment Resident	Burn in place.	4
19-52	2/14	10:00:00 AM	Thurs	Special Duty Resident	Removed road hazards (rocks)	1
19-53	2/14	2:30:00 PM	Thu	Special Duty Non-Resident	Assisted Citizen with stuck vehicle.	3
19-54	2/15	7:30:00 AM	Fri	Special Duty Resident	Removed road hazards (rocks)	1
19-55	2/17	1:30:00 PM	Sun	Still Assignment Resident	Put out hot spots at burn pile.	1
19-56	2/17	2:15:00 PM	Sun	Special Duty Resident	Removed road hazards	1
19-57	2/17	6:15:00 PM	Sun	Special Duty Resident	Chain up for snowstorm	2
19-58	2/18	7:30:00 AM	Mon	EMS Non-Resident	65 YOM Cold Emergency	1

19-59	2/18	8:30:00 AM	Mon	Special Duty Non-Resident	Assisted truck with snow chains.	1
Run	Date	Time	Day	Type of Call	Additional Info	Per
19-60	2/18	8:45:00 AM	Mon	Special Duty Non-Resident	Snow removal	1
19-61	2/18	10:00:00 AM	Mon	Special Duty Non-Resident	Assisted citizens with 2 stuck vehicles.	1
19-62	2/19	12:30:00 PM	Tue	Special Duty Non-Resident	Assist Stuck Vehicle	1
19-63	2/20	8:00:00 AM	Wed	Special Duty Resident	Assist Citizen with disabled vehicle.	1
19-64	2/20	10:00:00 AM	Wed	Special Duty Resident	Removed road hazards	2
19-65	2/20	12:45:00 PM	Wed	Special Duty Resident	Removed road hazards	2
19-66	2/21	7:15:00 AM	Thu	Special Duty Resident	Assisted JPD with road closure.	2
19-67	2/21	8:15:00 AM	Thu	Special Duty Resident	Snow removal	5
19-68	2/21	9:00:00 AM	Thu	Special Duty Resident	Assisted JPD with Perkinsville Road	3
19-69	2/21	9:45:00 AM	Thu	Special Duty Resident	Assisted JPD with chains only sign	2
19-70	2/21	1:00:00 PM	Thu	Special Duty Resident	Rooftop snow removal	1
19-71	2/21	1:15:00 PM	Thu	Special Duty Resident	Report of vehicle blocking 89A	3
19-72	2/21	1:30:00 PM	Thu	Special Duty Resident	Assisted JPD with box truck blocking	2
19-73	2/21	2:00:00 PM	Thu	Special Duty Resident	Installed additional chains on all vehicles	4
19-74	2/22	7:00:00 AM	Fri	Special Duty Resident	Snow removal	6
19-75	2/22	7:00:00 PM	Fri	Special Duty Resident	Snow removal ramp	1
19-76	2/22	7:30:00 PM	Fri	Special Duty Resident	Drove elderly home.	1
19-77	2/23	7:00:00 AM	Sat	Special Duty Non-Resident	Stuck Shamrock truck.	2
19-78	2/23	9:30:00 AM	Sat	Special Duty Resident	Assisted JPW with snow removal	1
12	2/23	10:25:00 AM	Sat	MVA/Rescue Non-Resident	Cancelled due to snow chains.	7
19-79	2/23	1:00:00 PM	Sat	Special Duty Resident	Removed big rocks from 89A	1
19-80	2/23	1:30:00 PM	Sat	Special Duty Resident	Snow removal parking lot sidewalk	3
19-81	2/24	5:05:00 AM	Sun	Special Duty Resident	Removed road hazard	2
19-82	2/24	4:00:00 PM	Sun	Special Duty Resident	Removed road hazard	1
19-83	2/25	9:15:00 AM	Mon	Special Duty Resident	Assisted JPW with snow removal	3
19-84	2/25	10:15:00 AM	Mon	Special Duty Resident	Pulled out stuck garbage truck	2
19-85	2/25	4:00:00 PM	Mon	EMS Resident	75 YOF Invalid Assist	1
19-86	2/26	9:00:00 AM	Tue	Still Assignment Resident	Burn in place.	3
19-87	2/28	6:30:00 PM	Thu	Tech Rescue Resident	Rescue trapped dog.	7
Run	Date	Time	Day	Type of Call	Additional Info	Per

February 2019 Burn Pile Log

Date	Address	Adult Prob.	Firewise	# Loads	# crew	# Hrs.	Total Hrs.
4-Feb	101 Hill Street			2	1	2	2.0
4-Feb	605 Holly Street			1	1	1	1.0
5-Feb	111 Deception Burn in Place		1		3	7	21.0
6-Feb	100 U V X Road Burnt in Burn Pile		1	5	3	7	21.0
6-Feb	472 Clark			1	1	1	1.0
7-Feb	111 Deception Burn in Place		1		3	6	18.0
7-Feb	Unknown			1	2	4	8.0
8-Feb	Deception		1		3	7	21.0
11-Feb	446 Clark Street			2	2	2	4.0
13-Feb	75 Douglas		1		3	4	12.0
13-Feb	31 Magnolia			1	1	1	1.0
14-Feb	75 Douglas Burn in Place		1		4	8	32.0
14-Feb	201 Main Street		1	2	1	2	2.0
19-Feb	875 Allen Springs Road		1	4	4	3	12.0
20- Feb	30 Magnolia		1	1	2	1	2.0
24-Feb	101 Hill Street			4	1	2	2.0
25-Feb	101 Hill Street			6	1	3	3.0
26-Feb	Burn Permit 19-8						0.0
26-Feb	Burn in Place						0.0
	Totals	0	9	30	36	61	163.0
16	Jerome Citizen Hours	Adult Prob.	Firewise	# Loads	# crew	# Hrs.	Total Hrs.

Rusty Blair Chief JVFD



Founded 1876
Incorporated 1899

TOWN OF JEROME, ARIZONA

POST OFFICE BOX 335, JEROME, ARIZONA 86331

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

FEBRUARY 2019 STAFF REPORT

From: Melanie Atkin, Accounting/HR Clerk m.atkin@jerome.az.gov

To: The Mayor and Council

Accounting Duties:

- ❖ Processed the weekly imports, which accounts for A/R transactions made with checks, credit cards, and cash.
- ❖ Made the weekly bank deposits.
- ❖ Processed two payrolls through ADP, ran payroll reports, completed various ledgers with the report's information, and posted payroll into the general ledger.
- ❖ Made necessary monthly transfers for HURF, Admin Charges, and Water/Sewer/Trash.
- ❖ Ran monthly fund, departmental, and vendor reports.
- ❖ Created a February summary budget to actual report for General, Utility, and Road funds.
- ❖ Have continued to work with the auditors this month with any other documentation or reports needed to finish the audit.
- ❖ Attended a governmental accounting conference, through the ASCPA, in Phoenix on the 8th. Received updates for reporting in GASB, recognizing fraudulent reporting, and how to allocate cost in government accounting.

Training:

- ❖ Attended a grant writing seminar, through League of Arizona Cities and Towns, on the 20th in Phoenix. Received a step-by-step grant process binder of information and a book authored by the teacher of the class. Great class; learned a lot!

HR Duties:

- ❖ In the beginning stages of preparing for our next open enrollment for health benefits. KAIROS has sent initial information about rate changes and any updates to the benefits.

Library

The replacement of four public computers has been approved by the Town. This will bring the library up to date with Windows 10 installed on all of the library computers.

Jim Lowman, our Library Information Technology person will be scheduling the install later this month. The upgrade is necessary at this time due to Jim's pending retirement from Yavapai County Management Information Systems, the Department in charge of the County Libraries Information Technology. His replacement has not yet been named.

Community Art Workshop

The Art Workshop is underway with our Spring programming. Kathleen will be working as the interim director as we do not foresee hiring an art assistant until FY 19/20 due to Budget constraints.

Old Book Room

Michael Gallagher has taken over the management of the Old Book Room with enthusiasm and energy , we are looking forward to new programming under his direction The Book Room is open for public use on Tuesday's and Thursday's from Noon to 2 pm.

Library staff will also open The Old Book Room at any time the library is open, by appointment.

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

TOWN REVENUE

TRAFFIC & CRIMINAL FINES	\$	4,358.46	
DEFENS DRIVING DIVERSION FEE	\$	110.00	
ATTORNEY FEES REIMBURSEMENT	\$	125.83	
DEFAULT FEE	\$	400.00	
OFFICER SAFETY EQUIPMENT - PD	\$	170.88	
DEFERRED PROSECUTION FEE	\$	120.00	
MISC FEES/RECORDS	\$	12.33	
LICENSE PLATE VIOLATION	\$	22.85	
OVER PAYMENT FORFEITED	\$	0.50	
VICTIM'S RIGHTS FUND	\$	(11.24)	money to State
TOTAL TOWN REVENUE	\$	5,309.61	

COURT REVENUE

COURT ENHANCEMENT FEE	\$	249.52	\$ 51,591.15
COURT SECURITY FEE	\$	680.00	\$ 720.00

REMITTED DIRECTLY TO THE STATE BY COURT

CLEAN ELECTION FUND (16-949D;16-954C)	\$	457.44	
CRIMINAL JUSTICE ENHANCE FUND	\$	1,997.23	
DNA STATE 3%	\$	34.79	
FARE SPECIAL COLLECTION	\$	195.51	
FARE DELINQUENCY FEE	\$	100.52	
FARE ENHANCED SPEC COLLECT FEE	\$	-	
FARE ENHANCED DELINQUENCY FEE	\$	-	
FILL THE GAP 7%	\$	289.48	
TITLE 22 FEES/ RECORDS	\$	6.81	
JUDICIAL COLLECTION ENHANCE FUND	\$	137.48	
DRUG & GANG ENFORCEMENT	\$	53.77	
PEACE OFFICER TRAINING EQUIP FUND	\$	134.11	
MED SERV ENHANCE 11% (36-2219.01;23-116.0)	\$	594.64	
2011 ADDTNL ASSMT-STATE TRSR	\$	341.83	
PRISON CONSTRUCTION	\$	235.50	
PROBATION SURCHARGE	\$	894.42	
ADPS FORENSIC FUND	\$	271.10	
PUBLIC SAFETY EQUIPMENT FUND	\$	470.50	
VICTIM COMPENSATION/ASSIST FUND	\$	113.32	
VICTIMS RIGHTS ENFOR ASSMT FUND	\$	85.45	
VICTIM'S RIGHT FUND	\$	188.42	plus 11.24
TOTAL STATE REVENUE	\$	6,602.32	

REMITTED DIRECTLY TO THE COUNTY BY COURT

JAIL (INCARCERATION FEES)	\$	14.17
2011 ADDTNL ASSMT - CNTY TRSR	\$	42.71
TOTAL COUNTY REVENUE	\$	56.88

LOCAL JCEF/ TIME PAYMENT ALLOCATION RECEIVED

	\$	76.96	
Total Funds Available			\$ 12,496.46

OVERPAYMENT REFUNDED

TOTAL RECEIPTED FOR THE MONTH	\$	7,855.68
--------------------------------------	-----------	-----------------

BONDS	Received During the Month	\$	190.00
	Bonds Forfeited to Pay Fines	\$	675.00
	Open Bonds	\$	190.00

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 FEBRUARY, 2019



COURT REVENUE

2018-2019 TOWN REVENUE

June - May

	Gross	PD Equip Fund	NET to Town
June	\$ 4,493.11	\$ 146.62	\$ 4,346.49
July	\$ 6,149.24	\$ 200.99	\$ 5,948.25
August	\$ 5,913.36	\$ 145.35	\$ 5,768.01
Sept	\$ 7,913.54	\$ 273.74	\$ 7,639.80
October	\$ 5,545.17	\$ 181.10	\$ 5,364.07
November	\$ 6,063.03	\$ 176.71	\$ 5,886.32
December	\$ 5,250.26	\$ 175.58	\$ 5,074.68
2019			
January	\$ 5,518.55	\$ 123.98	\$ 5,394.57
February	\$ 5,309.61	\$ 170.88	\$ 5,138.73
March			
April			
May			

TOTAL \$ 52,155.87 \$ 1,594.95 \$ 50,560.92

NOTE:

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

Other Court Monies (as of 3-5-2019)

JCEF	\$ 12,496.46
Fill the Gap	\$ 5,981.11
Court Security Fund	
Court Enhancement Funds 2	\$ 51,591.15
Court Enhancement Funds 1	
2008-2011	
Fare Money	\$ 31,392.97 funds transferred to Court on 10-19-2017
	\$ 958.77

TOTAL

\$ 102,420.46

CHARGES

Civil Traffic Criminal Criminal Traffic DUI

Court Enhancement Fund

\$ 1,062.00	49	4	3	6
\$ 1,459.49	53	6	3	2
\$ 871.16	67	0	3	3
\$ 1,909.71	56	9	1	7
\$ 1,376.83	51	9	0	2
\$ 1,230.13	41	5	1	3
\$ 1,305.29	33	7	3	1
\$ 696.88	32	1	4	2
\$ 249.52	36	3	6	5
\$ 10,161.01	418	44	24	31



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

FEBRUARY 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

This month was riddled with snow, and snow removal. We did our best to prepare, but things happen, and things break. For the most part, everything seems to be back up and running and we'll be as ready as we can for the next "Snowmageddon".

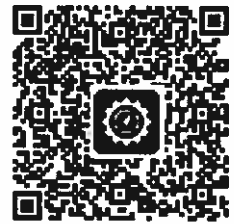
We did our regular weekly checks on regulators and had to replace a brass "Tee" on the Verde St. regulator on the 11th. Other than that, all looked well.

We've had some issues with the sewer backing up into the Reed's house on First St., and we've been working hard to prevent it from happening any more. This line has a lot of roots that were causing the backup into their house. We thought there might be a lot of breaks along with a collapsed line, but we were able to camera the line while we ran our snake down it.

Working the two together in that way allowed us to see that it was all just roots and the line seems ok. We originally thought this was a line we would have to dig up and replace, but after getting a good look at the condition, it may just be a line that we sleeve. Thankfully the Reed's have been very patient with us during this time and are aware of the work we've been doing. There are others that are this way, and we will be taking them case by case as we can.

Detail

Date Printed: 03/01/2019



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Work Order #: 0000000066

Title: P/W 02/19

Origin: Non-PM

Cost Center: PUBLIC WORKS

Priority: High

Problem: HISTORY

Originated: 01/30/2019

Expected:

Work Category: Improvement

Source Type: Location

WO Status: Assigned

Originator: Admin Admin

Project:

Work Type: Preventive Maintenance

Cause: HISTORY

Assigned: 01/30/2019 11:20:00 AM

Completed:

Work requested:

Monthly work order for Feb. 2019

Action Taken:

Comments:

Total Labor Cost:	3938.00	Total Labor Hours:	193.00
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:	3938.00	Total Hrs:	193.00
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
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
Troy Marsh		02/04/2019 10:28:00 AM	3.50			Fueled equipment, and ran to cottonwood to fuel trucks, checked for rocks in the roads
Gary Allen		02/04/2019 10:28:00 AM	3.50			Replace flags in the park, Check for rocks in the roads and clean storm drains
LYLE KEITH		02/04/2019 10:33:00 AM	3.00			Shop, Replace flags in park, Check storm drains and rocks in the road
LYLE KEITH		02/05/2019 10:45:00 AM	6.00			Re organize regulator tool box, Change light bulbs in town, move gannon, shop.
Troy Marsh		02/05/2019 10:45:00 AM	8.00			Shop and gas up truck, went to prescott for excavator teeth, check roads for rocks

Detail

Date Printed: 03/01/2019



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Gary Allen	02/05/2019 10:45:00 AM	5.50	Shop, and vehicle maintenance car 111 (fire)check roads for rocks, drains, and debris.
LYLE KEITH	02/06/2019 11:15:00 AM	1.50	Heater at passion cellars
Troy Marsh	02/06/2019 11:15:00 AM	4.50	Heater at passion cellars Fuel vehicles
Gary Allen	02/06/2019 11:15:00 AM	2.00	Heater at passion cellars, shop.
Troy Marsh	02/07/2019 11:35:00 AM	0.50	Shop
LYLE KEITH	02/12/2019 01:41:00 PM	2.00	Ran to home depot for supplies
Troy Marsh	02/11/2019 01:41:00 PM	1.50	Organized around the outside of shop
Troy Marsh	02/12/2019 01:45:00 PM	3.50	Clean up and organize shop/yard
Troy Marsh	02/18/2019 04:18:00 PM	3.50	Shovel snow and sidewalks with Dwain Dement instead of dumpsters and cardboard
Troy Marsh	02/19/2019 04:21:00 PM	4.00	Shop/yard, check and remove rocks in the road
LYLE KEITH	02/20/2019 04:25:00 PM	3.00	Get vehicles ready for storm
Troy Marsh	02/20/2019 04:25:00 PM	3.50	Get ready for storm
Gary Allen	02/20/2019 04:25:00 PM	2.00	Get ready for storm
MARTY BOLAND	02/21/2019 04:30:00 PM	9.00	Snow removal
LYLE KEITH	02/21/2019 04:30:00 PM	8.00	Snow removal
Troy Marsh	02/21/2019 04:30:00 PM	8.00	Snow removal
Gary Allen	02/21/2019 04:30:00 PM	8.00	Snow removal
MARTY BOLAND	02/22/2019 05:12:00 PM	8.00	Snow removal
LYLE KEITH	02/22/2019 05:12:00 PM	8.00	Snow removal
Troy Marsh	02/22/2019 05:12:00 PM	8.00	Snow removal
Gary Allen	02/22/2019 05:12:00 PM	8.00	Snow removal
MARTY BOLAND	02/23/2019 05:17:00 PM	7.50	Snow removal, Dwain was with us On 2/21, 2/22, 2/23
LYLE KEITH	02/23/2019 05:17:00 PM	7.50	Snow removal
Troy Marsh	02/23/2019 05:17:00 PM	4.00	Snow removal
Gary Allen	02/23/2019 05:17:00 PM	7.50	Snow removal
Troy Marsh	02/25/2019 12:24:00 PM	3.00	Shop
Gary Allen	02/25/2019 12:24:00 PM	6.50	Snow removal and work on flatbed.
LYLE KEITH	02/25/2019 12:27:00 PM	6.50	Snow removal and work on flatbed.
LYLE KEITH	02/26/2019 12:31:00 PM	2.50	Remove snow, and cut down tree branch in the middle park.
Troy Marsh	02/26/2019 12:31:00 PM	5.00	Check and clean storm drains through town.
Gary Allen	02/26/2019 12:31:00 PM	3.50	Remove snow and tree branch in middle park, work on flatbed.
LYLE KEITH	02/27/2019 12:53:00 PM	3.50	Check for rocks and push snow. Get water heater from fire department
Troy Marsh	02/27/2019 12:53:00 PM	2.00	Remove snow. Shop
Gary Allen	02/27/2019 12:53:00 PM	3.50	Check for rocks and push snow. Get water heater from fire department
MARTY BOLAND	02/28/2019 12:59:00 PM	1.00	Weld bar on recycle trailer
Troy Marsh	02/28/2019 12:59:00 PM	3.50	Help weld bar under recycle trailer. Went to town for fuel and parts.

Parts

Detail

Date Printed: 03/01/2019



0000000066

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None

Equipment Usage

None

Tasks/Steps

None

Documents

None

Safety Programs

None

Detail

Date Printed: 03/01/2019



0000000069

Page 1 of 2

Work Order #: 0000000069

Title: Water 2/19

Origin: Non-PM

Cost Center:

Priority: High

Problem: HISTORY

Originated: 02/11/2019

Expected:

Work Category: Improvement

Work requested:

Work 2/19

Action Taken:

Comments:

Source Type: Location

WO Status: Assigned

Originator: Admin Admin

Project:

Work Type: Preventive Maintenance

Cause: HISTORY

Assigned: 02/11/2019 11:58:00 AM

Completed:

Total Labor Cost:	1965.00	Total Labor Hours:	93.00
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:	1965.00	Total Hrs:	93.00
Est \$:	0.00	Est Hrs:	0.00

Custom Fields

None

Assigned To

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

Source

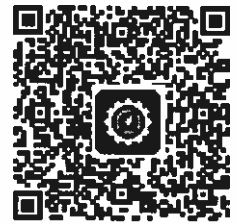
Name	Location #	Path	Site	Description
WATER A	[N/A]	PUBLIC WORKS > P.W. WAREHOUSE > WATER A	TOWN OF JEROME	IN P.W. WAREHOUSE

Labor

Employee	Start Date	End Date	Hour(s)	OT	OT Cost Factor	Description
LYLE KEITH		02/04/2019 10:01:00 AM	1.50			Check water pressure at Club house, shut off water on Clark st. Water on Allen springs rd.
Gary Allen		02/04/2019 10:01:00 AM	1.00			Check water pressure at Club house, shut off water on Clark st.
Gary Allen		02/05/2019 10:06:00 AM	1.50			Check Flows
LYLE KEITH		02/07/2019 10:10:00 AM	5.50			Meters route 1, walk flume for obstructions.
Gary Allen		02/07/2019 10:10:00 AM	5.50			Meters route 1, walk flume for obstructions.
LYLE KEITH		02/08/2019 10:14:00 AM	3.50			Walk flume ditch and inspect tanks on Cleopatra hill
Gary Allen		02/08/2019 10:14:00 AM	3.50			Walk flume ditch and inspect tanks on Cleopatra hill
LYLE KEITH		02/11/2019 10:19:00 AM	2.50			Regulator checks
Gary Allen		02/11/2019 10:19:00 AM	2.00			Regulator checks

Detail

Date Printed: 03/01/2019



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LYLE KEITH	02/12/2019 03:58:00 PM	6.00	Cleaning the flume ditch
Troy Marsh	02/12/2019 03:58:00 PM	2.50	Cleaning the flume ditch
Gary Allen	02/12/2019 03:58:00 PM	6.50	Cleaning the flume ditch
LYLE KEITH	02/13/2019 04:05:00 PM	4.50	Clean out flume ditch
Troy Marsh	02/13/2019 04:05:00 PM	3.00	Clean out flume ditch
Gary Allen	02/13/2019 04:05:00 PM	6.50	Clean out flume ditch
LYLE KEITH	02/14/2019 04:10:00 PM	4.00	Read meters, and hand out shut off notices
Gary Allen	02/14/2019 04:10:00 PM	4.00	Read meters, and hand out shut off notices
LYLE KEITH	02/20/2019 12:02:00 PM	5.00	Route 3 (3.5 hrs), Thaw line on school st. (1.5 hrs)
Gary Allen	02/20/2019 12:02:00 PM	5.00	Route 3 (3.5 hrs), Thaw line on school st. (1.5 hrs)
LYLE KEITH	02/26/2019 12:28:00 PM	3.50	Read flows Verde central 132 gpm 9091950, Walnut 71 gpm. Check tanks on Sunshine Hill and blue stake
Gary Allen	02/26/2019 12:28:00 PM	3.50	Read flows Verde central 132 gpm 9091950, Walnut 71 gpm. Check tanks on Sunshine Hill and blue stake
LYLE KEITH	02/27/2019 01:12:00 PM	2.00	Check regulators, tanks, check meter in the Gulch
LYLE KEITH	02/28/2019 01:18:00 PM	7.00	Read meters route 4, check regulators
Gary Allen	02/28/2019 01:19:00 PM	3.50	Read meter route 4

Parts

None

Equipment Usage

None

Tasks/Steps

None

Documents

None

Safety Programs

None

Detail

Date Printed: 03/01/2019



0000000070

Page 1 of 2

Work Order #: 0000000070

Title: Sewer 2/19

Origin: Non-PM

Cost Center:

Priority: High

Problem: HISTORY

Originated: 02/11/2019

Expected:

Work Category: Improvement

Work requested:

Sewer 2/19

Action Taken:

Comments:

Source Type: Location

WO Status: Assigned

Originator: SUPERVISOR SUPERVISOR

Project:

Work Type: Preventive Maintenance

Cause: HISTORY

Assigned: 02/11/2019 12:13:00 PM

Completed:

Total Labor Cost:	1230.00	Total Labor Hours:	56.50
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:	1230.00	Total Hrs:	56.50
Est \$:	0.00	Est Hrs:	0.00

Custom Fields

None

Assigned To

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

Source

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

Labor

Employee	Start Date	End Date	Hour(s)	OT	OT Cost Factor	Description
LYLE KEITH		02/04/2019 02:48:00 PM	2.00			Put cleanout on 6" line on Hampshire. Check sewer line at 89a
Gary Allen		02/04/2019 02:48:00 PM	2.00			Put cleanout on 6" line on Hampshire. Check sewer line at Gulch
MARTY BOLAND		02/05/2019 03:17:00 PM	1.50			Snake sewer line on First st.
LYLE KEITH		02/05/2019 03:17:00 PM	2.00			Put cap on sewer line on Hampshire, snake sewer line on First st.
Gary Allen		02/05/2019 03:17:00 PM	1.00			Put cap on sewer line on hampshire
LYLE KEITH		02/06/2019 04:55:00 PM	3.50			Fixed sewer snake, sewer line behind Hampshire, ran the camera down the sewer on First St.

Detail

Date Printed: 03/01/2019



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Page 2 of 2

Gary Allen	02/06/2019 04:55:00 PM	3.50	Fixed sewer snake, sewer line behind Hampshire, ran the camera down the sewer on First St.
MARTY BOLAND	02/07/2019 05:08:00 PM	1.00	Snake sewer on First st.
LYLE KEITH	02/07/2019 05:08:00 PM	2.50	Snake sewer on First st.
Gary Allen	02/07/2019 05:08:00 PM	2.50	Snake sewer on First st.
MARTY BOLAND	02/08/2019 09:41:00 AM	1.00	Snake line on First st. Finally got the obstruction out
LYLE KEITH	02/08/2019 09:41:00 AM	3.00	Snake line on First st. Finally got the obstruction out
Gary Allen	02/08/2019 09:41:00 AM	3.00	Snake line on First st. Finally got the obstruction out
Troy Marsh	02/07/2019 09:48:00 AM	1.50	Cut up and haul off old sewer line from replacing old 4" with new 6"
Gary Allen	02/11/2019 09:52:00 AM	1.00	Fixed sewer line on Giroux
MARTY BOLAND	02/12/2019 11:18:00 AM	2.00	Snake sewer line at 203 3rd st. middle of the yard. Got called in
Gary Allen	02/12/2019 11:18:00 AM	2.00	Snake sewer line at 203 3rd st. middle of the yard. Got called in
LYLE KEITH	02/13/2019 11:24:00 AM	2.00	Took chlorine to sewer plant
Gary Allen	02/13/2019 11:24:00 AM	2.00	Took chlorine to sewer plant
MARTY BOLAND	02/15/2019 11:43:00 AM	1.00	Snake sewer line on 3rd st.
LYLE KEITH	02/19/2019 11:44:00 AM	2.50	Camera and snake sewer line on First st.
Troy Marsh	02/19/2019 11:44:00 AM	2.00	Snake sewer line on 3rd
Gary Allen	02/19/2019 11:44:00 AM	2.50	Camera and snake sewer line on First st.
LYLE KEITH	02/26/2019 11:50:00 AM	1.00	Walk area behind Hampshire sewer line
Gary Allen	02/26/2019 11:50:00 AM	1.00	Walk area behind Hampshire sewer line
LYLE KEITH	02/27/2019 11:55:00 AM	2.50	Sewer snake and camera on First st.
Troy Marsh	02/27/2019 11:55:00 AM	2.50	Sewer snake and camera on First st.
Gary Allen	02/27/2019 11:55:00 AM	2.50	Sewer snake and camera on First st.

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



March 3, 2019

TO: Honorable Mayor and Jerome Town Council

FROM: Allen Muma, Chief of Police

Attached please find the police activity reports for February 2019.

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

There seems to have been some confusion concerning the parking issue on Center Street. The only item I was bringing forward was to eliminate people parking on the east side of Center Street between Fourth and Fifth Streets due to the problems we had with both the fire truck and the trash truck. Again, when we laid out the parking (Marty, Council Members Kinsella and Bacharach, Fire Chief Blair and myself) for the inventory, we did not mark that specific area with spaces, however, people are parking there anyway. The reason we did not include any parking on the east side of the road, was so the garbage truck did not have to "weave" back and forth on the street. I have spoken to both the public works director as well as the fire chief and their preference is to not have parking on the east side of the roadway from Fourth Street to Fifth Street. Therefore, that is still my recommendation.

We survived the storms with a minimum of disruptions. We did have several delivery trucks (one each day) that got stuck early each morning and required assistance to remove. I personally shoveled many a car out to get the driver back on the road. The ADOT plow kept up on the conditions, with the exception of running out of fuel once, and getting stuck once, but overall ADOT did a wonderful job! We also had one individual who ended up going to jail because he failed to listen to fire department personnel who had closed the roadway on my request, then attempted to drive around my marked police car with lights on as I attempted to salt the roadway. The third time he refused to comply with directions got him a ride to the jail!

A shout out to all the public works employees who answered my calls for assistance and went over and above keeping the town operational. Good job guys!

Also, thanks to fire department personnel for all their assistance as well!

I renewed my EMT license again.

Respectfully,

Allen L. Muma,
Chief of Police

JEROME POLICE DEPARTMENT**305 MAIN STREET**

JEROME, AZ 86331

(928) 634-8992

Date : 03/06/2019

Page : 1

Agency : JPD

Calls For Service Totals By Call Type

02/01/2019 to 02/28/2019

Call Type		Totals
10-34	Motorist Assist	1
209	Kidnapping	1
410	Criminal Damage	1
459	Burglary	1
471	Fraud / Bad Checks	1
476	Animal Control Problem	1
487	Theft	1
585	Traffic Hazard	1
647A	Suspicious Person	1
647B	Suspicious Vehicle	1
692	DUI	2
903	Follow-Up	33
906	Back-Up	1
908F	Found Property	3
AA	Agency Assist	2
AC	Animal Cruelty	1
ACPD	Assist Clarkdale PD	9
ADPS	Assist DPS	1
AF	Assist Fire Department	1
CA	Citizen Assist	11
CRT	Court Appearance	1
DIS	Disorderly Conduct	1
DRSE	Douglas Rd Speed Enforcement	1
DSE	Dundee Speed Enforcement	1
FF	Family Fight	1
FP	Foot Patrol	7
HAR	Harrassment	1
HS	Hazardous Situation	1
HSE	Hampshire Speed Enforcement	12
HUC	911 Hang Up Call	1
INFO	Information	2
LFA	Low Flying Aircraft	1
MEET	Meeting	2
NV	Noise Violation / Town Code	1
OT	Oversize Truck	5
PARK	Parking Complaint	2
PARKV	Parking Violation	8
SC	Security Check	17

Printed By/On: CHIEF / 03/06/2019 15:57:05

CrimeStar® Law Enforcement Records Management System

Licensed to: JEROME POLICE DEPARTMENT

CFS-002

JEROME POLICE DEPARTMENT
305 MAIN STREET

JEROME, AZ 86331
(928) 634-8992

Date : 03/06/2019
Page : 2
Agency : JPD

Calls For Service Totals By Call Type

02/01/2019 to 02/28/2019

Call Type		Totals
SLC	Street Light Check	2
SS	Suspicious Situation	1
T/S	Traffic Stop	45
TO	Traffic Offense	3
TRN	Training	2
VM	Vehicle Maintenance	2
WA	Warrant Arrest	1
Grand Total for all calls		195



Founded 1876
Incorporated 1899

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

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

Utilities

Current debt (45 days past due):

Sixteen shut-off notices went out with February utility statements, and seven yellow tags were distributed. Payment was made on all 16 accounts but one (account holder no longer lives in Jerome, although she does work in Jerome).

Water was turned back on at residence that was tagged and whose water was shut off in early February. Account has been charged late fees, a \$25 water turn-on fee, and was also paid in full.

Balance owed on these accounts from February billing: \$10,139.62

Balance owed at end of February: \$2091.841

A copy of the February AR Aging report is attached.

Business Licenses

Renewed: 10

In process: 21

Renewal reminders went out to 13 businesses whose licenses expire in March.

Although established businesses will no longer have to fill out a renewal form each year, they will need to provide a current TPT license listing Jerome as a program city. If this is already on file, then business owner will need to provide a receipt showing recent payment to AZDoR.

Rentals

All rental accounts were paid for February.

Charge Item Summary By User Type

ChargeItem	Future	Current	Age2	Age3	Age4	Age5	Balance
UserType: Commercial							
Credit	\$0.00	(\$44.72)	(\$91.52)	\$0.00	(\$696.08)	(\$396.31)	(\$1,228.63)
Water	\$0.00	\$4,807.28	\$82.10	\$0.00	\$0.00	\$270.39	\$5,159.77
Sewer	\$0.00	\$6,670.09	\$230.52	\$0.00	\$0.00	\$522.58	\$7,423.19
Trash	\$0.00	\$8,543.09	\$124.39	\$0.00	\$0.00	\$848.07	\$9,515.55
Tax	\$0.00	\$462.94	\$8.10	\$0.00	\$0.00	\$39.24	\$510.28
Misc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Late Fee	\$0.00	\$80.00	\$20.00	\$0.00	\$10.00	\$1,960.00	\$2,070.00
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UserType: Commercial (8)							
Subtotal --->	\$0.00	\$20,518.68	\$373.59	\$0.00	(\$686.08)	\$3,243.97	\$23,450.16
UserType: Residential							
Credit	\$0.00	(\$790.29)	(\$1,283.71)	(\$243.99)	(\$179.74)	(\$983.30)	(\$3,481.03)
Water	\$0.00	\$10,427.83	\$270.43	\$0.00	\$25.36	\$1,552.15	\$12,275.77
Sewer	\$0.00	\$9,797.40	\$376.62	\$0.00	\$0.00	\$2,845.51	\$13,019.53
Trash	\$0.00	\$7,799.85	\$263.91	\$0.00	\$17.34	\$1,520.21	\$9,601.31
Tax	\$0.00	\$1,010.75	\$20.93	\$0.00	\$2.05	\$241.27	\$1,275.00
Misc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$63.55	\$63.55
Late Fee	\$0.00	\$220.00	\$70.00	\$0.00	\$20.00	\$5,344.35	\$5,654.35
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UserType: Residential (8)							
Subtotal --->	\$0.00	\$28,465.54	(\$281.82)	(\$243.99)	(\$114.99)	\$10,583.74	\$38,408.48
UserType: Municipal							
Credit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Water	\$0.00	\$169.69	\$0.00	\$0.00	\$0.00	\$0.00	\$169.69
Sewer	\$0.00	\$217.70	\$0.00	\$0.00	\$0.00	\$0.00	\$217.70
Trash	\$0.00	\$185.92	\$0.00	\$0.00	\$0.00	\$0.00	\$185.92
Tax	\$0.00	\$16.69	\$0.00	\$0.00	\$0.00	\$0.00	\$16.69
Misc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Late Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UserType: Municipal (8)							
Subtotal --->	\$0.00	\$590.00	\$0.00	\$0.00	\$0.00	\$0.00	\$590.00

Charge Item Summary By User Type

ChargeItem	Future	Current	Age2	Age3	Age4	Age5	Balance
UserType: Commercial							
Credit	\$0.00	(\$98.00)	(\$35.00)	\$0.00	\$0.00	\$0.00	(\$133.00)
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	\$5,190.26	\$0.00	\$0.00	\$0.00	\$347.36	\$5,537.62
Gas	\$0.00	\$203.14	\$0.00	\$0.00	\$0.00	\$0.00	\$203.14
Electric	\$0.00	\$188.03	\$0.00	\$0.00	\$0.00	\$0.00	\$188.03
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	\$5,483.43	(\$35.00)	\$0.00	\$0.00	\$347.36	\$5,795.79
UserType: Default							
Credit	\$0.00	\$0.00	(\$30.00)	\$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	\$0.00	(\$30.00)	\$0.00	\$0.00	(\$300.00)	(\$330.00)
Grand Total (35)	\$0.00	\$55,057.65	\$26.77	(\$243.99)	(\$801.07)	\$13,875.07	\$67,914.43

Charge Item Summary

ChargeItem	Future	Current	Age2	Age3	Age4	Age5	Balance
Credit	\$0.00	(\$933.01)	(\$1,440.23)	(\$243.99)	(\$875.82)	(\$1,679.61)	(\$5,172.66)
Water	\$0.00	\$15,404.80	\$352.53	\$0.00	\$25.36	\$1,822.54	\$17,605.23
Sewer	\$0.00	\$16,685.19	\$607.14	\$0.00	\$0.00	\$3,368.09	\$20,660.42
Trash	\$0.00	\$16,528.86	\$388.30	\$0.00	\$17.34	\$2,368.28	\$19,302.78
Tax	\$0.00	\$1,490.38	\$29.03	\$0.00	\$2.05	\$280.51	\$1,801.97
Misc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$63.55	\$63.55
Late Fee	\$0.00	\$300.00	\$90.00	\$0.00	\$30.00	\$7,304.35	\$7,724.35
Rent	\$0.00	\$5,190.26	\$0.00	\$0.00	\$0.00	\$347.36	\$5,537.62
Gas	\$0.00	\$203.14	\$0.00	\$0.00	\$0.00	\$0.00	\$203.14
Electric	\$0.00	\$188.03	\$0.00	\$0.00	\$0.00	\$0.00	\$188.03
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	\$55,057.65	\$26.77	(\$243.99)	(\$801.07)	\$13,875.07	\$67,914.43

Customer Count = 381

Town of Jerome



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

From: Charlotte Page, Zoning Administrator

- **Planning and Zoning Commission:** On February 6, 2019, the Regular Meeting of Planning and Zoning Commission was held, and on February 25, a special meeting of the P&Z Commission was held.
- **Regular Meeting Summary**
 - Public hearings were conducted for two items; adding reference to a previously approved Solar Design Guideline, and a reference to require Zoning Administrator to refer to ARS 9-462.04 in regard to public hearings. These topics received no public comment. The Solar Guideline reference was recommended to be drafted to an Ordinance version and returned to P&Z for final review prior to advancing to Council. The second topic, a reference to ARL 9-462.04 'Public hearing definitions', was discussed and tabled. P&Z asked the item to be revised and not presented as a duty of the Zoning Administrator.
 - A landscape plan on East Ave, was given final approval and preliminary approval was given to a platform that was constructed prior to any review, this plan was lacking a vicinity sketch and some site plan dimensions were not properly demonstrated.
 - The second story addition on a garage on Hull Rd., was tabled for legal review, the project was under scrutiny for work that was performed in 1989 & 1990. The Commission agreed to set up an executive session to review this further with the Town Attorney. Staff was instructed to put the item on the March agenda for further review.
 - The Clubhouse was given preliminary approval for tandem parking design for a parking lot with condition that lanes would be assigned to rental units. Applicant reports topographical engineering and significant investment is required to determine retaining structures necessary for final plan to be submitted. The proposed parking lot is intended to serve redevelopment of the building as apartments.
 - Items reviewed for the proposed rezoning included police & fire input, wastewater management & public works input and Jerome's General Plan. A Public Hearing was conducted. There were limited comments, one concern expressed for parking, and one person that wants to be added to the possible rezoning spoke in favor of the rezoning. P&Z motioned to advance the rezoning petition to council with the conditions that the Prop 207 Waiver be agreed on by the applicants and that the zoning density be limited to duplex or tri-plex.
 - Agenda items tabled for Special Meeting were a Review of the Prop 207 Agreement, neighbors requesting inclusion in the proposed zone and modifications to the Zoning Ordinance in regard to the current R-2 Zone.
- **Special Meeting Summary**
 - Executive Sessions for Hull Rd project & intent of 'Initial R-2 Zone' were conducted.
 - Rezoning - neighbors requesting inclusion, P&Z decided to not recommend any expansion the proposed initial zone at this time.
 - Rezoning - Prop 207 Agreement was reviewed, it was approved without changes to be used in the proposed rezoning. Staff is instructed to begin the process.
 - Changes to the Zoning Ordinance were reviewed, it was proposed to eliminate the current R-2 section and write a R-2 residential zone that is exactly like R1-5 with addition of permitted uses of either duplex only or duplex & triplex (TBD). A second residential zone is proposed to allow multi-family uses up to four-plex. The C-1 (Commercial) Zone is proposed to have changes to introduce the conditional uses dropped from

the current R-2 zone as permitted uses, and allow apartment houses as a conditional use in the C-1 Zone. Drafts of these proposed changes will be reviewed by P&Z in March.

- **Design Review Board:** On February 11, 2018, the Design Review Board met:
 - A fence project was approved on North Dr.
 - Replacing three windows in a residence with two was approved
 - The shed for Gulch Radio equipment on Gulch Lane was approved
 - Review of Section 509 Signs was tabled.
- **Board of Adjustment:** No meeting in February 2019.
- **Town Council:** Update for Conservation of Historic property.
 - A letter is drafted for Hampshire property to address site clean-up and introduce idea that we can handle it with our civil action process. ARTICLE 7-13 Abatement of Public Nuisances. It is unclear if the email was received last month.
 - North Ave., property owner wants to redevelop as duplex, owner states they want to wait to see if the rezoning is allowed then submit plans for a duplex.
 - Magnolia clean up. Contractor was paid and town attorney is working with owner to put a lien on this property. This is confirmed in process.
- **Zoning Update:**
 - ❖ Zoning Change Petition – a binder that presents all phases and data collected for the proposed zone change was compiled and will be completed with all introduced data from Council and include Council Minutes.
 - ❖ New Information for Proposed R-2
 - Chief Muma introduced new information from historical traffic studies to be considered.
 - P&Z decided to recommend approval and advance the proposed rezoning to Council.
 - P&Z decided to accept the Prop 207 Waive/Limit Agreement drafted by the Town Attorney 'as is'.
 - P&Z recommend not including any additional properties for the initial rezoning.
 - ❖ Public Support
 - District Signs – recent complaints, location of the sign at the Fire Department is 'not going to be seen', the map/key is still not available
 - Notice of Decisions for approved projects for P&Z & DRB
 - UVX meet with owner regarding parking for new restaurant & conditional use permit for outdoor service
 - Emails and meet w/Attorney for update on Magnolia payment/lien processing
 - Review with owner P&Z preliminary approval and additional information requested
 - ❖ Site Visits
 - Business Inspections, Business License
 - Lincoln Gallery
 - Nellie Bly I
 - Knapp Gallery
 - Passion Cellars
 - Cabal Cellars
 - J Artists Coop
 - ❖ 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, January 14, 2019 TIME: 7:00 pm

PLACE: JEROME CIVIC CENTER

600 Clark St., JEROME, ARIZONA 86331

MINUTES

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

Before calling the meeting to order the oath of office was administered to Tyler Christensen.

ITEM 1: CALL TO ORDER/ROLL CALL

Chair Brice Wood called the meeting to order at 7:02 p.m.

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

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

7:02 (2:38) ITEM 2: APPROVAL OF MINUTES: Minutes of December 10, 2018

BOARD MEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD	X		X			
SMITH			X			
CHRISTENSEN						X
MCDONALD		X	X			
VINCENT			X			

7:03 (3:26) ITEM 3: PETITIONS FROM THE PUBLIC - There were no petitions from the public.

7:03 (3:40) ITEM 4: SUMMARY OF RECENT P&Z ACTIVITIES, HENRY VINCENT, P&Z LIASION

Mr. Vincent updated them on a rezoning request, landscape plans for 728 East Avenue, procedures for public hearings and redefining the R2 zone.

7:05 (5:40) ITEM 5: BUSINESS SIGN 412 MAIN ST.

APPLICANT: Mark da Fonseca

ADDRESS: PO Box 1206

OWNER OF RECORD: Flatiron Bldg. II, LLC

ZONE: C-1

APN: 401-06-018

Applicant seeks approval for a new sign at the Bordello business. Sign is 3' x 3' round and is to be installed on an existing bracket. It meets size and height restrictions required by Zoning Ordinance. It was placed temporarily and requires DRB approval to remain in place.

Approval of Business Sign at 412 Main Street

BOARD MEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD			X			
SMITH	X		X			
CHRISTENSEN			X			
MCDONALD		X	X			
VINCENT			X			

TOWN OF JEROME

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7:06 (6:58) ITEM 6: FRONT DOOR – CHANGE IN PLAN – 764 EAST AVE.

APPLICANT: Michael McDonald

ADDRESS: PO Box 1146

ZONE: R1-5

OWNER OF RECORD: Michael McDonald

APN: 401-07-096

Approval of a replacement door was given by DRB in November of 2018. The proposed door was larger and wider than the current door. Structural limitations require a door more similar in size to the existing and the applicant is now seeking approval of a door that is similar in size and looks very similar to the existing door. DRB to consider preliminary and/or final approval.

7:07 Michael McDonald explained the door he originally wanted to use wouldn't fit so he is giving the Board a choice of two different doors.

Approval of Either Door for a Front Door Plan Change

BOARD MEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD			X			
SMITH	X		X			
CHRISTENSEN			X			
MCDONALD		X	X			
VINCENT			X			

7:09 (9:25) ITEM 7: LANDSCAPING/DECK PLAN, 728 EAST AVE.

APPLICANT: Jamie & Darryl Williams

ADDRESS: PO Box 1295

ZONE: R1-5

OWNER OF RECORD: Jamie & Darryl Williams

APN: 401-07-090K

Applicant presents a design for preliminary review and consideration. A multi-level landscaping plan includes a paver patio level, accessed from street level by metal spiral staircase, a round deck level at the next level down accessed outside by a staircase from the upper patio. A final staircase is provided to access lower levels of the yard. Plans and Zoning Analysis in the packet. DRB to consider preliminary and/or final approval.

Mr. Christensen asked what was above the stairwell.

7:10 Jamie Williams explained it was an awning to protect people from the elements. She is not certain if it is prefabricated with the system they purchased. The shape is similar to the turret on the house.

Chair Wood noted that it was the only piece you could see from East Avenue. He would like to approve everything but that.

7:11 Ms. Williams said she wasn't 100% sold on the design herself. She thought it would have to be stabilized.

Vice Chair Smith thought it would be fine if it weren't permanent.

Mr. Vincent said the Planning and Zoning's concern was the setback.

7:13 Ms. Williams said it was an error in the scale, the setback is at 5' 9". She stated they would have to go back to Planning and Zoning and that would be remedied. The Dillenberg's (next door neighbors) are fine with the project.

Final Approval of Landscaping/Deck Plan Without the Canopy

BOARD MEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD	X		X			
SMITH			X			
CHRISTENSEN		X	X			
MCDONALD			X			
VINCENT			X			

7:16 Darryl Williams said he wanted to look at are the vertical cables, if he could go horizontal with those instead.

TOWN OF JEROME

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Mr. Smith believed it would be a safety issue.

Chair Wood said that would be the call of the building inspector, it's a safety question.

7:18 (18:40) ITEM 8: DECK, 222 FIRST AVENUE

APPLICANT: Andrea Allen

ADDRESS: PO Box 1151

OWNER OF RECORD: Andrea Allen

ZONE: C-1

APN: 401-06-072A

Applicant presents a design for a deck built at the lower level of the property, on the northwest side of the building facing Diaz Street. DRB to consider preliminary and/or final approval.

Chair Wood confirmed this had not been seen by Planning and Zoning. He suggested this be a provisional approval, based on whether they approve it or not.

Provisional Final Approval of Deck Plan Pending P & Z's Approval

BOARD MEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD	X					
SMITH		X				
CHRISTENSEN						
MCDONALD						
VINCENT						

Mr. McDonald asked if this were a deck or a platform for a permanent Yurt?

7:21 Andrea Allen explained the first step is building a deck, it is not cemented into the ground. She had discussed this with the previous zoning administrator (Kyle Dabney) and he had said it was fine to build because it was 12" above the ground. She will bring the Yurt before the board at a later time. Because of her scheduling she was not able to go before Planning and Zoning first.

Chair Wood reiterated they were not approving a Yurt.

Mr. Christensen asked if she had applied for a building permit.

7:23 Ms. Allen explained she had not because she was under the impression she didn't need one, however she will if she has to get it.

Chair Wood withdrew his previous motion.

Provisional Final Approval of Deck Plan Pending P & Z's Approval

BOARD MEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD			X			
SMITH		X	X			
CHRISTENSEN			X			
MCDONALD	X		X			
VINCENT			X			

7:24 (24:30) ITEM 9: UPWARD EXPANSION – 2ND FLOOR, STORAGE ROOM ADDITION OVER EXISTING GARAGE – 701 HULL ROAD

APPLICANT: Kathi & Don Feher

ADDRESS: PO Box 244

OWNER OF RECORD: Donald & Kathryn Feher

ZONE: R1-5

APN: 401-08-011A & 011B

Applicant presents a design for preliminary review and consideration. A second story addition over existing garage. Plans and Zoning Analysis in the packet. DRB to consider preliminary and/or final approval.

Chair Wood was concerned about the height and thought it should be tabled.

Ms. Page explained to the building height restriction is what is current in the zoning ordinance today. It is proposed for change, however it doesn't change for this application.

Mr. Vincent explained that the Planning and Zoning Commission is looking at changing the height of Accessory

TOWN OF JEROME

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Structures to 14 feet. There is presently an amendment, however the Council has not acted on it yet. He confirmed that Planning and Zoning had not seen these plans. He has no problem with this application.

Chair Wood noted there was no plumbing. This does have to go to Planning and Zoning.

Final Approval of Addition Over Existing Garage with the Exception That it Goes to Planning and Zoning for Approval

BOARD MEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD			X			
SMITH	X		X			
CHRISTENSEN			X			
MCDONALD			X			
VINCENT		X	X			

The motion was made.

Mr. McDonald questioned the difference in height as it is now and when it is completed.

Mr. Christensen asked how close it was to the house.

7:33 Mr. Feher responded it is 11 feet now. It will be 19 feet with the addition and it will be quite a bit lower than the house. Clark Street is close to 40 feet above the garage currently so probably 30 feet below once the addition has been added. At some point he might want to add electricity.

Mr. Christensen asked Ms. Page if it is within the guidelines currently.

Ms. Page confirmed that it was.

Chair Wood called the question.

7:35 (35:50) ITEM 10: NEW CONSTRUCTION 3400 + SQ FT HOME ON DUNDEE, ADDRESS TBD

APPLICANT: Lee Christensen for Scott & Wendy Prior

ADDRESS: 3694 Via Bernado, Oceanside CA 92056

ZONE: R1-5

OWNER OF RECORD: Scott & Wendy Prior

APN: 401-11-019S

Applicant presents a design for preliminary review and consideration. A new home is proposed at a location between 175 and 275 Dundee on a vacant lot. Further Zoning Analysis in the packet. DRB to consider preliminary approval and/or recommend additional items for submission.

The Board discussed the packet information and all agreed that Dundee primarily had different builds and was not a historic area of concern.

7:39 Lee Christensen stated this was the first go round, obviously he had a lot more to do.

The motion was made.

Preliminary Approval of 3400 Square Foot Home on Dundee

BOARD MEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD	X		X			
SMITH		X	X			
CHRISTENSEN			X			
MCDONALD			X			
VINCENT			X			

7:40 George Riley, a resident adjoining the property, said the drawings did not show where the septic tank was going, it did not address water drainage and safety measures being taken during the grading process.

Chair Wood said those are important questions, but they will be answered by Planning and Zoning, the building inspector and the Zoning Administrator.

7:43 Mr. Christensen stated the height met the criteria for P & Z.

Chair Wood called the vote.

TOWN OF JEROME

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7:44 (44:20) ITEM 10: SECTION 509 – SIGNS

DRB to review Zoning Ordinance, Article V, Section 509 SIGNS. P&Z advanced to Council Text Amendments with regard to Temporary Signs. Council was unable to support changes, asked P&Z to revise, P&Z seeks DRB input.

The Board discussed temporary signs.

Motion to Table and Address at a Regular Meeting in the Future

BOARD MEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD	X		X			
SMITH		X	X			
CHRISTENSEN			X			
MCDONALD			X			
VINCENT			X			

8:03 Carol Anne Teague, a resident, suggested the Board define a temporary sign and decide what you want to control and what is not a temporary sign and you would not control.

Chair Wood called the vote.

8:04 (1:04) ITEM 11: CERTIFICATE OF NO EFFECT

DRB to review draft text amendment to Zoning Ordinance, Article III, Section 304 DESIGN REVIEW. Possible addition of Certificate of no Effect. This item has been reviewed by P&Z and they have asked for DRB review before a public hearing is scheduled.

Motion to Approve the Proposed Changes of Section 304 of the Design Code Pertaining to a Certificate of No Effect and Proceed to a Public Hearing

BOARD MEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD				X		
SMITH			X			
CHRISTENSEN			X			
MCDONALD		X	X			
VINCENT	X		X			

8:25 (1:25) ITEM 12: FUTURE AGENDA ITEMS

Chair Wood proposed that they look at other components of the sign ordinance. He suggested they develop a list of proposals.

ITEM 13: ADJOURN

Adjourned at 8:27

BOARD MEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD			X			
SMITH			X			
CHRISTENSEN			X			
MCDONALD	X		X			
VINCENT		X	X			

Approval on next page.

TOWN OF JEROME

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REGULAR MEETING OF THE TOWN OF JEROME

DESIGN REVIEW BOARD

DATE: Monday, January 14, 2019 TIME: 7:00 pm

PLACE: JEROME CIVIC CENTER

600 Clark St., JEROME, ARIZONA 86331

MINUTES

Respectfully submitted by Joni Savage on February 11, 2019.

Approved: Brian Word Date: 2-11-19
Design Review Board Chair

Attest: [Signature] Date: 2-11-19
Design Review Board Vice Chair



TOWN OF JEROME

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

REGULAR MEETING OF THE TOWN OF JEROME

PLANNING AND ZONING COMMISSION

DATE: Wednesday, January 2, 2019 TIME: 7:00 pm

PLACE: JEROME CIVIC CENTER

600 Clark St., JEROME, ARIZONA 86331

MINUTES

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

ITEM 1: CALL TO ORDER/ROLL CALL

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

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

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

7:02 (2:15) ITEM 2: APPROVAL OF MINUTES: Minutes of Executive Session December 5, 2018

Ms. Page explained she did not have the copies prepared and asked that they be approved at the next regular meeting.

Chair Hardie said they would be tabled until the February meeting.

7:03 (3:20) ITEM 3: APPROVAL OF MINUTES: Minutes of Regular Meeting December 5, 2018

Chair Hardie referred to Item 5 and said, "After reading through the minutes online, I found there were a lot of things not in the minutes but considering the importance of that discussion I would like to see them verbatim. That would include a motion made by Mr. Vincent that's not in the current minutes, it didn't go through, but I believe it is very important to show it." She would like to table this item and review at the February meeting.

Vice Chair Schall asked if they needed a motion to table.

Chair Hardie responded she didn't think so but made a motion.

Motion to Table Item 3 Minutes of the Regular Meeting of December 5th to Table to Review and Approve at the February Regular Meeting.

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

TOWN OF JEROME

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7:06 (6:40) ITEM 4: PETITIONS FROM THE PUBLIC – There were no petitions from the public.

7:07 (7:12) ITEM 5: ADDITIONAL INFORMATION/DISCUSSION REGARDING PROPOSED ZONING CHANGE FROM R1-5 TO R-2 ALLOWING MULTIPLE FAMILY DWELLINGS.

The Commission may continue discussion for recommendations to Council about this matter. The Commission may act to extend or limit the boundaries of the proposed zone. The Commission may continue to review documents related to this proposed zone change any may set a date for a public hearing.

Ms. Page explained that the public hearing is to be rescheduled because there was an error in the notice. It had to be reposted.

Chair Hardie asked, "Would you like to explain how the posting worked, what happened there."

Ms. Page responded, "It was posted as Tuesday, January 2nd and today is indeed Wednesday. So legally that does not cover it, it's confusing and needs to be absolutely correct. At this point a notice in Sunday paper would have had to have been submitted today so the next regular newspaper is Wednesday and two weeks from then would be the earliest we could have a public hearing."

Chair Hardie asked, "While we're at it explain how that will affect Item 5, not having had a public hearing."

Ms. Page explained, "There will be no discussion since we're not having a public hearing and she would recommend they wait for the public hearing prior to making recommendations to the council."

Chair Hardie asked, "Legally can we vote on anything forward to the council without having had a public hearing."

Ms. Page explained she thought the only thing could be direction to staff.

Chair Hardie asked what new information she had.

Ms. Page explained she had asked Chief Muma for traffic studies. She did some legwork regarding voluntary down-zoning. There are eight landowners, eight people in the proposed zone and four additional applicants that wish to be included. She has a draft of waiver for prop 207. There is a handout included from the Arizona League of Cities.

Chair Hardie said we have quite a bit to discuss. And then asked Commissioner Vincent if he had anything.

Commissioner Vincent commented about the list Chair Hardie had forwarded to the zoning administrator, six questions, he is fine to discuss those.

Chair Hardie said she'd like to do that, but she's asking if he would like to start out with anything.

Commissioner Vincent said he's fine to discuss her questions.

Vice Chair Schall said he had nothing else to add.

Chair Hardie said, "I realized earlier today, is the fact that according to the Arizona Revised Statute, which they can trump ours. In the Arizona Revised Statute, we are told to, under ARS 9462.01 zoning regulations, on F. it says, "All zoning and re-zoning ordinances or regulations adopted under this article shall be consistent with and conform to the adopted General Plan of the municipality." We have a general plan that was passed it 2018 on how to deal with the Town's future and we're supposed to use it as our guide. The ARS says we should be consistent, and we haven't gone into that at this time in any of our discussions. She would like to say to the other commissioners to see how the General Plan relates to this re-zoning.

Commissioner Vincent asked, "Are you saying that the General Plan takes exception to this zoning request?"

Chair Hardie explained, "Not specifically, no. It says we should, whatever we wrote in the General Plan is supposed to be used as our guide."

TOWN OF JEROME

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Commissioner Vincent said, "Does this re-zoning request conflict with the General Plan adopted by this municipality?"

Chair Hardie said, "It could be considered in conflict in certain areas, it could also be considered a big plus."

There was further discussion regarding the General Plan and rezoning.

Vice Chair Schall doesn't believe there will be a problem, however they should do their due diligence and take a look at the General Plan.

Ms. Page added, Chair Hardie asked her to add information about the General Plan and she did include a couple of pages. She compared the R1-5 and R-2 zones. On page 40 of the General Plan she quoted it said, "We encourage affordable housing."

Chair Hardie referred to the "Land Use Element" within the General Plan that will give them a guide. She asked for an outline and asked staff to reference the items corresponding to the General Plan.

7:21 (21:28) Carol Anne Teague, a Jerome resident said, "You have twice said the word commercial. We're confused about your use of the word commercial in the text of this rezoning."

Chair Hardie said in the conditional uses there's a number of uses which could be considered commercial.

Ms. Teague asked her to please elaborate.

Chair Hardie asked Ms. Page to read the R1-2 current description. At this time, she informed the audience that she had not opened it up to the public.

Ms. Page read hospitals, clinics, medical and dental offices, nursing homes and convalescent homes.

Chair Hardie said you're right and that's what I am referring to.

7:22 (22:55) Heather Doss, one of the petitioners spoke. "To elaborate, when you say commercial are you referring to across the street commercial/industrial at the high school that is currently there."

Chair Hardie responded, "I am clearly referring to exclusively your request to do rezoning."

Ms. Doss asked, "For R-2."

Chair Hardie responded, "According to the current R-2 description."

Ms. Doss said, "Because I think, us petitioners, the way that we look at it is, across the street, what your concerns and fears are can already happened..."

Chair Hardie interjected, "I don't really have concerns, don't call them fears, they're not."

Ms. Doss said, "Okay, then concerns; they can do nightclubs, hotels, daycare, there possibilities are huge. If we're still doing the limitations do you still need all this information from her (Ms. Page?)."

Chair Hardie responded, "I need to have further discussion with the attorney, I can't answer all of your questions. I'm trying to be objective."

7:24 (24:35) Ms. Doss said it's happening right now, furniture factory, conditional use on an apartment, there is so much going on around us.

7:25 (25:01) Robert Doss said across the street we have a furniture factory, a cell phone tower, a sewage plant behind us a cemetery beside us. He doesn't understand what the issue is. There are three vacant lots in our area, saying hospitals, these are 50 x 100 lots, it's a far stretch to build a hospital. This is crazy.

Ms. Doss said we feel like there is just always something new and different.

Mr. Doss interjected, "A little to thorough on this particular subject. We're not talking about mega-structures. "

Ms. Doss said they're frustrated

Mr. Doss stated this is crazy. "You're being a little to thorough on this. We're not talking about mega structures here."

Chair Hardie read her questions:

- 1) Review and discuss Prop 207 waiver.

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Chair Hardie asked if the commissioners had reviewed this and they confirmed they had, and they didn't have comments. She had comments about it. Her changes should be, where it says, "Petitioning owners who have requested the town to rezone property in the R-1." add the word "ZONE." "Whereas in order to allow petitioning owners," she asked, "How many family dwellings will be in the waiver?" Next page where it says...this agreement applies to property located at such and such...her thoughts are, Section 6 answered the questions. If the waiver does or does not go through, it goes with the land, not the owner.

Ms. Page noted it was to be recorded with the county and attached to the deed.

Chair Hardie asked Mr. and Mrs. Doss, when you sell your home would that run with the new owner.

7:30 (30:25) The Dosses responded yes, absolutely, whatever the new owners would want to do.

Chair Hardie said if the Council were to approve a change then you would present that area as a duplex. That's what your application says, is there any change to that application?

7:31 (31:32) Ms. Doss explained, "Actually we are applying for an R-2, a zone change. We are not allowed to apply for a duplex yet.

Chair Hardie asked, "If and when that R-2 is applied what would happen to your application if it hasn't been completed and you sell the house, will you cancel it?"

7:32 (32:21) Mr. Doss responded no. Ms. Doss continued and said, "This is not about us this is for everyone in the neighborhood. This is there plan B to get income, plan A was to sell it."

Ms. Page said, "It seems almost that this process would still be completed. It seems if there was a new owner and this petition was not processed, it's possible the new owner could say they didn't want to be involved, but we still have seven other land owners."

Chair Hardie asked when the Doss family sells there home, even without their petition there is a sufficient percentage for it to go through.

Ms. Page said if this commission advances it to Council it will continue, she doesn't see it stopping.

Chair Hardie referred to page 2 of the document. "On the final page is referencing the two bys: would be the owner of the property and the Town. It's on the last page."

Ms. Page said she didn't believe that the Town would sign. It is recorded and attached to the deed of the land.

Chair Hardie believes she may have more questions.

Commissioner Vincent asked, "Are you saying that your questions posed have been answered adequately in the zoning administrator's memorandum she submitted to us."

Chair Hardie responded she would probably have more questions, and this is not our last discussion.

Ms. Page asked if they would like to set a date for a public Hearing.

The Commission agreed to schedule it at the next regular meeting.

Ms. Page commented, "There are members in the audience that are representing properties that are not in this zone but are asking to be considered. At least one of them doesn't live in town so you may want to open the floor to those people before you move on."

Chair Hardie responded, "Not at this time."

Vice Chair Schall asked if there was a difficulty to expand the zone for the additional new applicants.

Ms. Page read from the zoning code, "As part of the procedure the commission may, on its own motion may limit or extend the boundaries of such area so as to constitute a more reasonable zone district boundary."

Vice Chair Schall said if he didn't have an objection to the R-2 zoning, he wouldn't have an objection to expanding it slightly.

Ms. Page said that we are asking them to voluntarily down-zone and we would expect them to sign the 207 waiver. She believes there would need to be another neighborhood meeting.

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Commissioner Vincent asked if they should hold a neighborhood meeting prior to the public hearing in order to embrace these folks.

Ms. Page questioned why they would add more people when we don't have a clear expectation of the recommendation this body will give to council. She believes the original proposal should be addressed and forward it to council with recommendation that adjacent properties be allowed to petition later.

Vice Chair Schall is inclined to look favorably on expanding the rezoning.

Chair Hardie said, "There is an item in the agreement that says at this time, with this application it says: "Before rezoning property to allow multiple-family dwelling in the town's residential district, the town desires to determine what the impact such dwellings would have on the Town and to determine impact could take the town considerable time." That's the attorney's words." She believes they should finish what they have in front of them first. She believes we could continue this after the public hearing in February. She's sorry about people wanting to make comments and are unable to come to the public hearing, they may send in a letter.

Commissioner Vincent referred to item 5. "You asked for feedback from a public safety personnel, the police chief wrote back, did we hear anything from the fire chief? And I'd like to place on the record that the fire chief is married to the Chair."

Ms. Page said she had not received a response from Chief Blair.

Chair Hardie said you could remind the fire chief.

Ms. Page said the police chief said there has never been an accident, the speed has been reduced from 35 mph to 20 mph. Since the speed limit has been lowered there has not been an accident.

Chair Hardie gave direction to staff to set up the public hearing for rezoning and discussion subsequent to the public hearing.

7:47 (47:50) ITEM 6: 728 EAST AVE., JEROME

APPLICANT: Jamie & Darryl Williams

ADDRESS: PO Box 1295

ZONE: R1-5

OWNER OF RECORD: Darryl & Jamie Williams

APN: 401-07-090K

Applicant will present preliminary plans for outdoor deck, exterior stairs for access to lower guest rooms. Proposed project includes landscaping and exterior accessory structures.

Ms. Page introduced the preliminary proposed plans. She directed the Commission to look at the site plan.

7:51 (51:29) Jamie Williams, the applicant, approached the podium and explained the project. This new project would remove what is existing and build a structurally sound deck and stairway. She showed the commission her drawings and explained them.

Vice Chair Schall asked if the building inspector had seen the spiral staircase yet.

7:54 (0:54:36) Ms. Williams said no, if they didn't use a prefabricated spiral staircase, they would use a stairway that would take up more space.

Vice Chair Schall asked if the elevations on the topographical map were accurate.

7:55 (0:55:35) Ms. Williams said the dimensions and surveys were done from the topographical survey.

Vice Chair Schall said they sometime make those elevation numbers up.

7:55 (0:55:57) Ms. Williams said she didn't know, she would assume, but she can't answer.

Vice Chair Schall said it really wasn't relevant, he was just wondering.

Chair Hardie said the zoning administrators report mentions a discrepancy or rather a conflict with the setback.

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7:56 (0:56:52) Ms. Williams said the draftsman said it was 5-foot 9-inches from the lot line. We will get clarification and if we need to make scale adjustments that is not a problem.

Ms. Page referred to an area where the neighbors lot line is close to the deck.

7:57 (0:57:55) Ms. Williams said she would have her person reach out to Ms. Page and she will make sure there are setbacks on the drawings.

Approval of Preliminary Plans for an Outdoor Deck and Exterior Stairs.

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

Chair Hardie asked if they would go to DRB preliminary as well. Ms. Page confirmed they would.

8:00 (1:00:35) ITEM 7: R-2 ZONE INITIAL REVIEW ZONING ORDINANCE CHANGE, ARTICLE V R-2 ZONE AND POSSIBLE CREATION OF ADDITIONAL ZONES

Commission may discuss how to modify the Zoning Ordinance to represent future residential zones that may be specific to duplex, triplex, fourplex and apartment dwellings.

Ms. Page explained this is a chance to change it and perhaps consider adding new zones. You can't eliminate fourplexes and apartments unless you create another residential zone that incorporates duplex, triplex, fourplex. Correct the definition with multi-family.

Chair Hardie said you included the Article II definitions. You included the "i.e." She doesn't know why we do that. If we're actually changing this, she doesn't know why we would have "i.e." in there.

Ms. Page said prior to this a multi-family says four or more families.

Vice Chair Schall said he doesn't care one way or the other.

Chair Hardie said she would rather those specific words be included everywhere. Her idea is to strike duplex, triplex and fourplex. Her suggestion is to strike it or define it. In the definition it would read two, three, four or more families living together and no "i.e."

Chair Hardie said scratch duplex, triplex and fourplex and just leave apartment. She likes the word apartment there, it is there, and she would like to keep it there.

Commissioner Vincent said she's speaking of the amendments to the R-2 zone on the next page.

Ms. Page said they were talking about definitions. In the use regulations for Section 506 R2 zone, strike multiple and multifamily. If we do consider opening this R-2 zone to triplex, we might consider adding this Chair Hardie referred to "Permitted Uses" number two (2), she was under the impression we were producing a zone to accommodate people wanting duplexes. That was the initial petition, right?

Ms. Page explained the initial petition is for the R-2 zone.

Chair Hardie said, "They presented a petition to develop into a duplex, that's in writing, all over the place."

Ms. Page said, "In the tentative development plan they did state that they were wanting to add a separate kitchen." The draft agreement from Mr. Sims does say, one, two or three families. We're trying to write an R-2 zone that will fit the needs of the town in the future.

Chair Hardie said we've talked about this before and she believes everyone was working toward a new R-2 zone that would allow for a duplex. Now, we've expanded that to include a triplex in this new R-2 zone.

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Ms. Page explained again, "Right now we have an R-2 zone that allows hospitals and large apartment buildings. This is the only zone option they have. We have people petitioning for a zoning change, we are asking, trying to negotiate where the Town and petitioners agree and move forward with a better R-2 zone and possibly other zones.

Chair Hardie said right now we need to focus on the definitions for R-2. She referred to Permitted uses number 2, she would like it to read two or three family dwellings and leave apartment houses. She would like to remove the words duplex, triplex and fourplex. If the council should decide to incorporate a definition of a new zone there are all sorts of possibilities. They can tear down their house and build an apartment building. On the next page Article V use regulations, section 507 is commercial, are you aiming at making a new 508.

Ms. Page responded yes.

Chair Hardie said 507 shouldn't be there. Under permitted uses instead of multi-family she wants to put two and three family, she would like it to match the definitions. Scratch multi-family. Use two, three and not four.

Ms. Page said this would be a new zone and it is necessary that we offer that. She explained to the commission when you remove something from one zone you must offer it in another zone. We cannot eliminate any of the other options. She explained again, the new zone is basically the old R-2.

Vice Chair Schall explained it again.

Ms. Page said if we take conditional uses out of one zone they needed to be added to another zone. We cannot take opportunities away.

This was discussed in further detail.

Chair Hardie said the Property Development standards, having a 5000 square foot lot and to say you could have a hospital, it doesn't seem to equate. She would like to review this Article V again and research how other Towns zone that. She asked Ms. Page to research it and come up with examples. So, we're going to clean up R-2, do we have to add a new zone at this time.

Ms. Page explained yes, it's the best idea.

Vice Chair Schall said, basically the attorney says we can't eliminate an opportunity in town, we can't make something disappear.

Chair Hardie said she would like to have a big discussion on that. She would like to see more options and property development standards from other towns.

Ms. Page explained how Prop 207 protects the property owner from the town taking away their opportunities, so if the town no longer allows apartment buildings, then we could be held liable for the property owner if they lose their rights.

Chair Hardie gave direction to staff, prep for the next meeting, a new zone and what property development standards are for other towns.

8:23 (1:23:29) Ms. Doss said in her research a lot of other towns with industrial/commercial, they define it as "combined zoning."

Chair Hardie asked Ms. Page for more information on adding a new zone. It was determined that the Property Development Standards had not been changed.

8:26 (1:26:58) Mr. Doss asked if you develop a new zone, what happens to our progress? We put in for an R-2.

Chair Hardie said it is simultaneous, two different processes entirely. The R-2 we're working on is to allow for a duplex, triplex and that's what you're petitioning for. At the same time, we don't want to prevent, under the right circumstances, people from having a hospital, nursing home or boarding house. It's a different zone. We will have a public hearing at the next regular P & Z meeting.

8:28 (1:28:45) Mr. Doss asked how many meetings are we looking at?

Chair Hardie responded she couldn't tell him that.

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8:28 (1:28:55) Mr. Doss said we're looking at loss of revenue now.

Chair Hardie responded she didn't know what could come up at the public hearing.

8:29 (1:29:03) Mr. Doss said, "It's been your concern Marge, every time."

Chair Hardie said she would like to move on. She doesn't mean to shut him down, but she can't honestly answer his questions. She is not alone, this is a commission. "You're addressing your questions to me, I'm one person on a five-person commission."

8:30 (1:30:30) Mr. Doss said, "I understand where you're coming from Marge, but at the last meeting they tried for a motion and you shut it down."

Chair Hardie told him it wasn't an allowed motion. The item would have had to say "Public/Possible Action" and it didn't therefore we couldn't entertain a motion.

Commissioner Vincent asked, "And how is it that that was stricken from the agenda?"

Chair Hardie said, "And if you read the ordinance, we have to have a public hearing, it's the law."

8:31 (1:31:05) Mr. Doss said we had a public hearing.

Chair Hardie said, "No we didn't, it got cancelled, ask Charlotte about that."

Commissioner Vincent asked again how that item was stricken from the agenda.

Chair Hardie said she would move on. That public hearing will be next month, unfortunately there was a clerical error and it had to be cancelled.

8:32 (1:32:45) ITEM 8: INITIAL REVIEW ZONING ORDINANCE CHANGE, ARTICLE III, PROCEDURES, WITH REGARD TO PUBLIC HEARING

Commission may discuss how to modify the Zoning Ordinance to consider adding a reference to require the Zoning Administrator to review current A.R.S. 9-462.04 to assure compliance with current and future state public hearing statutes.

Ms. Page explained there is a problem with a text amendment that had been forwarded to Council that the public hearing had not been advertised correctly in the newspaper. She explained how she had not advertised a recent pending ordinance change in the newspaper. She wants to add a statement that the zoning administrator will review the procedures to concur with State statutes.

Chair Hardie said, "I think that is a very good idea."

Vice Chair Schall thought it would be a good reminder to a future zoning administrator.

None of the Commission had an objection with it.

Chair Hardie said her only concern is, does that bind her to do everything that is listed in there. "You've read the whole thing, right?"

Ms. Page said, "Yes, of course. We just don't want to be out of compliance with notification to the public, for instance."

Chair Hardie said, "Just make sure it says 9-462.04 and then the title, because they may change the number. I am still worried about all the other things it wants us to do. How about if you were specific to the posting, the posting part of it. Do you know what I mean?"

Ms. Page responded, "No, I'm not sure what you're asking."

Chair Hardie said, "In that particular ARS as you go down here it talks about what type of things you have to have special notifications for, like you said. Like for instance with this you had to have a big ad, right."

*Ms. Page interjected, "The 'big ad' was specifically because it was a 10% or more increase in the height of an accessory building."

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Chair Hardie went on to say, "That was to do with the accessory building. Would you say you want the whole thing as something you could refer to and have to follow?"

*Ms. Page interjected, "Yes."

Chair Hardie continued, "Or would you rather be specific about just the posting, which is, number 3 or 4. I think it's a good idea."

Ms. Page believes it to be just a band-aid.

Chair Hardie interjected, "Go for it. It's a good idea to cover all the bases. She asked how does the ARS trump our zoning ordinance?"

Ms. Page said she did not know. When they are more specific we are supposed to follow them.

Chair Hardie asked for a motion to add. "How would that be done, is it a text amendment. Do we need a motion?"

Vice Chair Schall asked do we forward a recommendation to Council.

Chair Hardie said, "I have direction to staff. Have you had Mr. Sims review this?"

Ms. Page responded, "Not this specific thing."

Chair Hardie said, "My direction to staff to have the attorney review this and set up so that we could vote and then forward on to the council."

Ms. Page asked, "So should we schedule a public hearing?"

Chair Hardie responded, "Sure, sure."

Vice Chair Schall said, "The Public Hearing will have the exact text of the proposed revision."

Chair Hardie asked, "What kind of Public Hearing, what kind of notice will you put out?"

8:37 ITEM 9: FUTURE AGENDA ITEMS

Chair Hardie would like to know how the recommendations to council stand. Anything we've forwarded to council, if we could be informed where they are at, even by email.

Ms. Page summarized, member absences, home occupations, height of accessory buildings, signs to be reviewed again by DRB and Solar Guidelines are with Planning and Zoning. It should have been on a public hearing this month; however, she did not advertise in the paper.

ITEM 10: ADJOURN

The meeting adjourned at 8:39 p.m.

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

Approval on next page.

**Items were interjected during a statement and I have transcribed to the best of my ability. -J. Savage*

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REGULAR MEETING OF THE TOWN OF JEROME

PLANNING AND ZONING COMMISSION

DATE: Wednesday, January 2, 2019 TIME: 7:00 pm

PLACE: JEROME CIVIC CENTER

600 Clark St., JEROME, ARIZONA 86331

Respectfully submitted by Joni Savage on February 6, 2019

Approved: _____

Margie Hardie
Planning & Zoning Commission Chair

Date: _____

2/6/19

Attest: _____

[Signature]
Planning & Zoning Commission Vice Chair

Date: _____

2/6/2019



Incorporated 1899

Founded 1876

TOWN OF JEROME

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DRAFT MINUTES

REGULAR MEETING OF THE JEROME TOWN COUNCIL
JEROME CIVIC CENTER - 600 CLARK STREET - COUNCIL CHAMBERS
TUESDAY, FEBRUARY 12, 2019, AT 7:00 P.M.

<div>ITEM #1:</div> <div>7:03 (01:04)</div>	<div>CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE</div> <div>Mayor/Chairperson to call meeting to order. Mayor Alex Barber called the meeting to order at 7:02 p.m.</div> <div>Town Clerk to call and record the roll. 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. Other staff present were Charlotte Page, Zoning Administrator; Marty Boland, Public Works Director; Melanie Atkin, Accountant; and Joni Savage, Deputy Clerk. Fire Chief Rusty Blair arrived later in the meeting.</div> <div>Mayor or Mayor's designee to lead the Pledge of Allegiance. Mayor Barber led the pledge.</div>																																										
<div>ITEM #2:</div> <div>7:03 (01:04)</div>	<div>FINANCIAL REPORTS</div> <div>Budget to Actual reports, vendor ledger and balance sheet for January 2019.</div> <div>Motion to Approve the Financial Reports</div> <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>X</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></td><td>X</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></td><td>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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<div>ITEM #3:</div> <div>7:04 (02:52)</div>	<div>STAFF AND COUNCIL REPORTS</div> <div>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.</div> <div>This agenda item will include an extensive report from Marty Boland, Public Works Director, who will be present to answer questions from Council.</div> <div>Councilmember Dillenberg commented about the problem with wipes in the sewer lines.</div> <div>7:06(6:19) Suzy Mound, a resident of Jerome spoke to suggest that vacation rentals are creating a problem with this.</div> <div>Mr. Boland commented that, just that evening, the crew dealt with a sewer line clogged with cleaning wipes on a line not served by any vacation rentals.</div> <div>Vice Mayor Harvey asked Mr. Boland about the weight of furniture being picked up.</div> <div>Mr. Boland explained that this is something they will do if they have room on the truck, and added that furniture is actually fairly light when broken down.</div> <div>Councilmember Worth asked if they could discuss the issue of parking on streets where parking makes the street too narrow for access by emergency services.</div> <div>Ms. Gallagher said that the Vice Mayor had approached her about this, and there will be a Resolution on the next meeting agenda.</div> <div>Mr. Boland approached the dais and spoke about the issues with our infrastructure. He would rather have the crew perform the work whenever possible, and spoke of the difficulties encountered with our clay pipes and 18-foot root-balls. He would like to add an additional person to the crew.</div> <div>Councilmember Moore asked him to prioritize his projects and get some cost estimates.</div> <div>The Council discussed the cost of an additional crewmember and asked Mr. Boland to include that in his budget request for the coming year.</div> <div>Motion to Approve Staff Reports</div> <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>X</td><td></td><td>X</td><td></td><td></td><td></td></tr> <tr> <td>DILLENBERG</td><td></td><td>X</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></td><td>X</td><td></td><td></td><td></td></tr> </tbody> </table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER	X		X				DILLENBERG		X	X				HARVEY			X				MOORE			X				WORTH			X			
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	Before entering into executive session, Mayor Barber said that she would request that Item #11B be tabled pending further information. The item was addressed briefly and tabled at this time, but is reflected in these minutes in the order originally agendized.																																										
ITEM #4: 7:28 (27:58)	<p>EXECUTIVE SESSION I</p> <p>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.</p> <p>Motion to enter into both Executive Sessions</p> <table><tr><th>COUNCILMEMBER</th><th>MOVED</th><th>SECONDED</th><th>AYE</th><th>NAY</th><th>ABSENT</th><th>ABSTAIN</th></tr><tr><td>BARBER</td><td>X</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></td><td>X</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></td><td>X</td><td></td><td></td><td></td></tr></table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER	X		X				DILLENBERG			X				HARVEY		X	X				MOORE			X				WORTH			X			
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ITEM #5: 8:07 (0:07) PI 2	<p>EXECUTIVE SESSION II</p> <p>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.</p> <p>Upon reconvening into open session, Council moved to take a brief recess.</p> <p>Motion to take a ten-minute recess</p> <table><tr><th>COUNCILMEMBER</th><th>MOVED</th><th>SECONDED</th><th>AYE</th><th>NAY</th><th>ABSENT</th><th>ABSTAIN</th></tr><tr><td>BARBER</td><td>X</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></td><td>X</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></td><td>X</td><td></td><td></td><td></td></tr></table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER	X		X				DILLENBERG			X				HARVEY		X	X				MOORE			X				WORTH			X			
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ITEM #6: 8:14 (0:46) PI 3	<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>8:18 (04:10) Resident and realtor Carol Anne Teague spoke to provide information about the transfer in ownership of a School Street property mentioned in the report.</p>																																										
ITEM #7: 8:19 (5:15)	<p>APPROVAL OF MINUTES</p> <p>January 8, 2019; January 16, 2019 special joint meeting</p> <p>Ms. Gallagher noted an addition to page 3 of the January 16 minutes.</p> <p>Motion to approve the minutes of January 8 and 16, 2019 with the addition noted</p> <table><tr><th>COUNCILMEMBER</th><th>MOVED</th><th>SECONDED</th><th>AYE</th><th>NAY</th><th>ABSENT</th><th>ABSTAIN</th></tr><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>X</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></td><td>X</td><td></td><td></td><td></td></tr></table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER			X				DILLENBERG	X		X				HARVEY		X	X				MOORE			X				WORTH			X			
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ITEM #8: 8:20 (6:35)	<p>PETITIONS FROM THE PUBLIC</p> <p>8:21 (6:50) Carol Anne Teague handed out a map and asked that the Town allow parking on a specific Town-owned property in order that two lots she represents might be buildable.</p> <p>Mayor Barber gave direction to staff to put this item on the April meeting agenda.</p> <p>8:24 (10:14) Suzy Mound requested that Council move the date of issuing the Council agenda back to one week prior to the monthly scheduled meeting. She also requested emailing the agenda once again.</p>																																										
ITEM #9: 8:25 (11:08)	<p>ORDINANCES AND RESOLUTIONS</p> <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> <p>8:26 (11:55) Rusty Blair, Fire Chief spoke in favor of the ordinance, saying that limiting the height of accessory buildings is crucial in his ability to fight fires.</p> <p>8:29 (15:55) Richard Johnson, a resident, spoke against the ordinance. He said that he believes that a height reduction of more than 50% is extreme, and that this should be dealt with on a case-by-case basis, rather than with a blanket restriction.</p>																																										

8:33 (19:29) Curtis Lindner, nearby resident and member of the County Planning Commission, spoke to say that Jerome is very diverse, and a height restriction may work in some areas, but not in others. "It's not a bad thing," he said, "but it is quite a change." He stated that accessory buildings are not allowed under our Code, and Councilmember Moore corrected him to note that they are allowed.

8:37(23:05) Chief Blair spoke again to say that he is focusing more on the nonconforming existing structures that have no setbacks.

8:38 (24:20) Lance Schall, a resident and member of the Planning & Zoning Commission, spoke about the need to clarify what would make an "accessory building" a second house. He believes we should be clearer in this ordinance. He spoke of Jerome's "viewscape," and noted that, historically, homes here were small. Adding a separate building if space is needed would be more historically accurate than putting an addition on a home and making it larger.

8:43 (29:39) Suzy Mound spoke in support of the ordinance, noting that without the 14-foot height limitation, accessory buildings might "tower over the homes" in some areas.

The Councilmembers discussed this at length. There was considerable discussion about removing the language specifically prohibiting use of accessory buildings for human habitation. Councilmembers Worth and Dillenberg were strongly in favor of removing that language, but each agreed with the height limitation.

Councilmember Moore, who sat on the Planning & Zoning Commission when this ordinance was being discussed, said that it made sense to them to remove "Guest House" from the definitions because no zone allows for a guest house. A height limitation is all that they have suggested, she said, and a property owner could apply for a variance. She noted that in order to make that change, it would require four affirmative votes by Council, and it have to be sent back to the Planning & Zoning Commission. She recommended that the ordinance be adopted as is, and that the issue of guest houses be addressed separately.

Mayor Barber discussed regulations from FEMA, Yavapai County, Clarkdale and Cottonwood regarding accessory buildings, as well as our Zoning Ordinance and General Plan, and noted that it is good to be in line with other municipalities in our area.

Councilmember Worth wanted clarity on the definition of "human habitation," asking if use of a space as a workshop, office or studio would constitute "habitation."

Discussion continued. The Mayor opened the floor again to the public.

9:11 (57:12) Chief Blair spoke about safety issues regarding accessory buildings and said that, if someone is living there, he needs to know about it.

9:12 (58:15) Richard Johnson asked if building height would continue to be measured from the median grade, and he was told that it would be.

9:13 (59:12) Suzy Mound noted that garages and carports are constructed differently than a house you live in, and for safety reason, should not be inhabited.

Councilmember Dillenberg asked if we could call an accessory building a garage, shed or carport.

Mayor Barber read the definition of an Accessory Building.

Ms. Gallagher referred back to original language from the Planning & Zoning Commission for this ordinance. In that original version, in Section 5 of the Ordinance, under Paragraph F, "Review Procedures and Criteria" of Section 304, "Design Review," the suggested language was:

"i. ACCESSORY BUILDINGS - Garages, carports and sheds shall be visually compatible with buildings, structures, and places to which they are visually related."

This had been changed during attorney review to remove the reference to garages, carports and sheds. As this was part of what was originally presented by P&Z, it would not be a problem to use that language instead, she said. Council was in agreement with that change.

It was noted that the definition for "Accessory Building" originally presented by P&Z did include the statement that they shall not be used for human habitation, and was identical to the language in this ordinance.

9:17(1:02:50) Mayor Barber closed the public hearing.

Motion to adopt Ordinance No. 446 to include the change under Section 5 of the ordinance as noted by Ms. Gallagher.

Councilmember Worth clarified that the only change in the ordinance before them at this meeting would be the change in Section 5, item i.

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

9:21
(1:07:40)

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

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.

Ms. Gallagher stated that Judge Dwyer has confirmed that an offense would be a non-moving violation.

Motion to adopt Resolution No. 578

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

9:24
(1:10:15)

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"

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.

Motion to adopt Ordinance No. 447

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

9:25
(1:10:55)

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

Council may conduct the second reading of, and possibly adopt, Ordinance 448, amending the Town Code with respect to abstentions from voting.

Mayor Barber reviewed this ordinance, and Councilmember Worth noted that, with this Code amendment, we are being consistent with parliamentary procedure.

Motion to Adopt Ordinance No. 448 to Amend Section 2-4-8 Voting of Article 2-4

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

ITEM #10:

UNFINISHED BUSINESS

9:27
(1:13:00)

ITEM #10A: PARKING KIOSKS

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.

Ms. Gallagher noted that the prior Council had approved funds of \$15,000 in the budget to purchase a kiosk for the middle parking lot, and had anticipated \$50,000 in parking revenue.

Councilmember Dillenberg spoke in support of this.

9:34 (1:20:10) Chief Rusty Blair said that he has been championing this since 2008, and this project "has a potential to answer our prayers." A survey was conducted with almost 250 tourists over a one-month period, and over 80% of them would be okay with paying \$2 for parking.

9:38 (1:24:10) Eric Jurisin, business owner, said that he is not against paid parking, but he is in support of "honor parking." He would like us to avoid using credit cards, noting that the fees charged by the credit card companies could be substantial. He said that they would need to be emptied daily, and suggested a creative approach. He feels this would actually bring in more revenue than the kiosks.

9:42 (1:28:40) Liz Gale, business owner, said that there are things that need to be considered, such as how this would work with overnight guest. She suggested that all stakeholders be involved in this discussion.

9:44 (1:30:05) Donna Chesler, with the Chamber, reported that, next Friday, the Chamber will finalize a questionnaire going to the business owners about this. She suggested working with a committee, and applauded Mr. Jurisin's suggestions for a creative approach to "honor parking."

9:45 (1:31:00) Chad Hembrough, resident, said that he agrees that a creative and artistic approach should be the first step, and added that we should be careful about "putting it on the tourists." He added that the 300 Level parking lot would be the best place to begin. He volunteered to serve on a committee for this project.

9:48 (1:34:05) Chief Blair spoke again to say, "Three councils ago they voted positively on putting those fancy donation boxes in, and it was never done." He was asked if he would serve on the committee and he said that he would.

Councilmembers Moore and Worth expressed support for Mr. Jurisin's idea, and Ms. Moore said that it should not be in just one location but throughout town.

9:52 (1:38:30) Tim McCune, a Jerome resident spoke about the problems with parking and expressed support for Mr. Jurisin's ideas. He said that we should experiment with this, and that we should begin with the least expensive approach. It may be that, in the future, we would need the kiosks, he said, but they would need to be enforced. He added that employees are a big part of the parking problem.

At this time, Councilmember Dillenberg was speaking, and Vice Mayor Harvey called a point of order, asking him to allow the Mayor to chair the meeting.

9:54 (1:40:48) Chief Blair spoke again to say that someone needs to take charge of this or it won't happen. He feels that donations will not generate the amount of revenue that we need, and that kiosks would. We would need to "ask heavily" for donations, he said.

Mayor Barber suggested forming a committee and said that she would like to be on it.

Councilmember Moore suggested putting a donation box across from the police station in the meantime, and Councilmember Worth said that she doesn't want to wait until March to put something out.

10:00 (1:46:40) Suzy Mound recommended that four or five boxes be strategically placed and that we try the honor system.

10:02 (1:48:04) Eric Jurisin said that we should have clever, clearly visible signage, and that there should be at least 10 boxes. He agreed to serve on the committee.

10:04 (1:50:20) Liz Gale noted that the Humane Society placed artistic welded boxes for dog waste that are located around town.

Mayor Barber gave direction to staff to form a committee. She asked that interested parties contact Ms. Gallagher.

Councilmember Worth added to that direction to staff, that we investigate putting up a couple of boxes right away, while the committee is meeting.

10:05 (1:51:30) Chief Blair noted that we need to be concerned with logistics, and who will be collecting the money.

10:06 (1:52:05) Chad Hembrough said that he doesn't think we should get something started right away. It is important to meet first and have a solid plan that all are in agreement with.

Councilmember Worth withdrew her direction to staff, and said that she would like to get this done by a certain date.

Mayor Barber determined that the committee meeting be scheduled for 10 a.m. on February 22 at the Fire Station, to follow the Chamber meeting.

Ms. Gallagher referenced the Open Meeting Law and said that it would be best if the committee would make their recommendations to her as Manager, rather than to the Council, and added that no more than two members of Council should serve on the committee. It was also noted that the public could attend the committee meetings if they wish.

ITEM #11:

**10:12
(1:58:00)**

NEW BUSINESS**ITEM #11A: APPOINTMENTS TO PLANNING & ZONING COMMISSION AND BOARD OF ADJUSTMENT**

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.

It was noted that Mr. Schall and Mr. Shapiro would each like to continue to serve, and that no other applications have been received.

Motion to reappoint Lance Schall to Planning & Zoning and Gary Shapiro to the Board of Adjustment from March 1, 2019 through February 28, 2022

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

7:25 (25:04)	<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> <p>Mayor Barber asked if Windy Jones was present. She said that she would like to table this in order to talk with the attorney and get more information.</p> <p>7:25 (25:45) Curtis Lindner spoke on behalf of Windy Jones. It seems that the requested ADA parking space is very important. They are hoping to get an agreement with the city to develop the space.</p> <p>Motion to Table until the March meeting</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>X</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></td> <td>X</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></td> <td>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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ITEM #12: 10:12 (1:58:45)	<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. Alex asked if we could get the Grant writer to look at sewer grants. Red zones on Center.</p> <p>Councilmember Barber asked Ms. Gallagher to check with our grant writer about looking into a grant for sewer upgrades.</p> <p>Councilmember Moore requested that Council get their packets a week prior to the Council meeting.</p> <p>Mayor Barber explained that people may then have to wait another month to get onto the agenda, and noted that tabling is a tool that can be used if Council is not prepared to act.</p> <p>Councilmember Moore clarified that she would rather have the majority of the packet a week ahead of time.</p> <p>Ms. Gallagher said that she has no problem with providing the packets on the prior Tuesday, but if that is considered to be the deadline to add anything, it is a problem. She agreed to do this with the understanding that things may need to be added.</p> <p>Councilmember Worth asked for certain discussion on future agendas: Staggered terms, parking at the old Town yard, a presentation from the company that operates our wastewater treatment facility, and reviewing the rentals of town-owned spaces, some of which are now on a month to month basis. Ms. Worth noted that there would be a Local First mixer the next day, and next week on the 21st is the official meet and greet with the new president of Yavapai College, Dr. Lisa Rind, at the Sedona center.</p> <p>Councilmember Dillenberg noted that he will be out of the country next month and unable to attend the March meeting, but will attempt to join the meeting via Skype.</p>																																										
ITEM #13:	<p>ADJOURNMENT</p> <p>Adjourned at 10:19 p.m.</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>X</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></td> <td>X</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></td> <td>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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WORTH			X																																								

APPROVE:

ATTEST:

Christina "Alex" Barber, Mayor

Candace B. Gallagher, CMC, Town Manager/Clerk

Date: _____

What is Verde Connect?

The Verde Connect Project represents a 25-year vision for the construction of a new north-south regional roadway between Cornville Road and State Route (SR) 260 in an area bounded by Interstate 17, Cornville Road, SR 260, and SR 89A. The new route has been in Regional Transportation Plans for years. This is a multi-phase project that envisions a two-lane roadway and a bridge across the Verde River to connect the northern portion of the Yavapai-Apache Nation and the Town of Camp Verde to the regionally significant SR 260 corridor (extending from SR260 to Cornville Road).

Yavapai County initiated and funded a Design Concept Report in the spring of 2018, with no funding available for final design or construction. As part of that process, public meetings were held in Cottonwood, Camp Verde, and on the Yavapai Apache Nation in September and October of 2018. At the time of the public meetings, the study team had already received more than 350 responses to an online survey launched in June 2018 at the project website (www.verdeconnect.com), and had begun to apply environmental and engineering constraints along with public input to a map of the study area, identifying initial areas to be avoided.

BUILD Grant Awarded December 2019

When the Better Utilizing Investments to Leverage Development (BUILD) grant program became available from the United States government, the County applied. The grant application was submitted in July 2018, with written support from a wide range of communities, agencies, and dignitaries from the region. The level of support received from those within the Verde Valley undoubtedly played a big part in the success of the grant application.

According to U.S. Transportation Secretary Elaine L. Chao, "BUILD transportation grants are major investments in road, rail, transit, and port projects that serve as a down payment on this administration's commitment to America's infrastructure." Of the total 851 BUILD Grant applications submitted to the USDOT (requesting \$10.9 Billion in funds), only 91 projects were awarded (totaling \$1.5 Billion). This project was the only one awarded in the State of Arizona. This award starts the clock immediately on a project that is in the early planning stages, as the Design Concept Report is still underway and Yavapai County will be required to have funding obligated by September 30th, 2020. To obtain funding authorization from the Federal Highway Administration (FHWA), the County must complete a National Environmental Policy Act (NEPA) environmental study, in this case an Environmental Assessment (EA), prior to that date. The Grant requires that all funds be fully expended by September 30, 2025.

What has been going on since the public meetings last fall?

Following the December 2018 award of the \$25 Million BUILD grant, the project study transitioned from a planning-level study to an EA process as required by the NEPA. Yavapai County is partnering with the FHWA to move the project forward.

Important things to note:

- ***No route has been selected***—Yavapai County and FHWA will conduct a thorough and transparent process to identify possible routes and compare them, so the best alternative can be selected with the least amount of impact.
- ***There will be two more rounds of public meetings***—the Study Team is working on a new schedule that incorporates the NEPA process. The next round of public meetings will be scheduled for May 2019 to obtain public input on different route alternatives and the criteria to evaluate them.

The New Process Associated with Federal Grant Dollars

Federal funding requires compliance with the NEPA. An EA will now be required, which means close coordination with local, regional, state, and federal agencies such as the US Fish and Wildlife Service (USFWS) and the Environmental Protection Agency (EPA). To outline this coordination, the County is developing an Agency Coordination Plan that defines roles, participation, and timelines for involvement to successfully deliver the project. The development of this coordination plan is imperative to the success of the Verde Connect project.

NEPA also requires a “scoping” period to initiate the EA process.

What is Scoping?

Scoping is the process used to determine the appropriate scope of an EA study, such as the study area and the need for the project. Public participation is an integral part of scoping. The first scoping step is to announce to the public and government agencies that an EA will be prepared and to ask for comments about what should be included. For Verde Connect, the Public Scoping period will be March 1, 2019 through March 31, 2019. Input received during this time will be added to the hundreds of comments received since public involvement kicked off in June 2018. The initial survey that has been online since June of 2018 is still online, and will remain active until the end of the scoping period.

How Can I Stay Informed and Involved?

Visit our website at www.verdeconnect.com and click on “Get Involved” to complete a short survey. Or, click on “Contact Us” to be added to the project email list.

Call Public Involvement Manager Kristin Darr at 602-750-7139 to be added to our physical mailing address list.



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TOWN OF JEROME

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RESOLUTION NO. 580

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, YAVAPAI COUNTY, ARIZONA, DESIGNATING A NO PARKING ZONE ALONG CENTER STREET

WHEREAS, it is the mutual recommendation of the Police Chief and Public Works Director that a "No Parking Zone" be established in the Town of Jerome as follows:

The east side of Center Street between 4th and 5th Streets

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Town of Jerome, Arizona, that the east side of Center Street between 4th and 5th Streets is hereby designated as a NO PARKING ZONE, and that it be red-striped accordingly.

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

APPROVED:

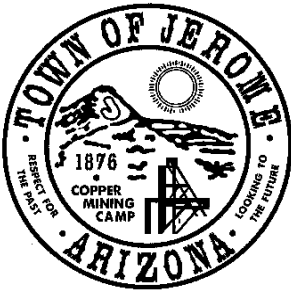
Christina "Alex" Barber, Mayor

ATTEST:

APPROVED AS TO FORM:

Candace Gallagher, Town Manager/Clerk

William J. Sims, Town Attorney



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RESOLUTION NO. 581

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF JEROME, ARIZONA, SUPPORTING THE PROPOSED AMENDMENT TO THE CONSTITUTION OF THE UNITED STATES RELATIVE TO EQUAL RIGHTS FOR MEN AND WOMEN

WHEREAS, on March 22, 1972, the Congress of the United States, in both houses by a constitutional majority of two-thirds in both houses, adopted a proposition to amend the Constitution of the United States relative to equal rights for men and women (ERA); and

WHEREAS, Congress originally set a deadline of March 22, 1979 for ratification, as provided for in Article V of the U.S. Constitution; and

WHEREAS, through 1977, the amendment received 35 of the necessary state ratifications; and

WHEREAS, in 1978, Congress passed a joint resolution with the intent of extending the ratification deadline to June 30, 1982; and

WHEREAS, on March 22, 2017, the 45th anniversary of Congress' submission of the ERA to state legislatures, the Nevada Legislature became the first to ratify the ERA after the expiration of the established deadlines; and

WHEREAS, on May 30, 2018, the Illinois General Assembly ratified the ERA; and

WHEREAS, 37 of the required 38 states have now ratified the ERA; and

WHEREAS, in Senate Concurrent Resolution (SCR 1006), the Arizona Legislature seeks to become the 38th state to ratify the ERA.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Town of Jerome, Arizona, that the Town of Jerome hereby supports SCR 1006 and urges the Arizona Legislature to approve the same so that Arizona may become the 38th and final state needed for ratification of the Equal Rights Amendment to the Constitution of the United States.

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

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



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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 #: V2009-324G
Effective Date: 5/21/2009

Approved by the Board of Adjustment

Name: Alan and Wendy Rackow

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:

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

401-03-029D

O.C.
SITE

401-06-117

401-06-116

401-06-072A

3-055B 401-06-070

35

06-054 401-06-150

1-06-053C

401-06-073C

01-06-053D 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

401-06-127

401-06-128H

401-06-128G

Queen St

401-06-074

Hull Ave

ADA request

401-06-075

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

MAP FROM YAVAPAI COUNTY GIS – NOT TO SCALE OR OFFICIAL

ADDL INFO ITEM ~~9B~~ 9A (REQ. FOR HANDICAPPED PARKING)

From: **Margie & Rusty** mhardie@q.com
Subject: Public comment regarding request for ADA parking
Date: February 12, 2019 at 5:19 PM
To: undefined blair@jeromefire.us
Cc: Candace Gallagher c.gallagher@jerome.az.gov

Dear Mayor and Council,

Parking in Jerome is a very important topic. So is following the zoning ordinance. In the council packet there is a request for the town to provide permission and a parking space to create an ADA parking space.

The document issued by the town for a variance and parking spaces States

the parking will run with the land after the project has been completed.

The project was to rebuild – rehab the Cuban Queen building. This never took place and the building was destroyed. Therefore the project has not been completed and it would seem to negate the parking spaces issued by the board of adjustment. Having an ADA parking space is a very nice idea, unfortunately individuals are not allowed to revamp public parking. We have to take our ordinance very seriously And abide by the rules that go with various permissions. Before making a decision on this special use, perhaps the council could look into it further and verify whether There's actually any parking spaces that go with this property.. Thank you very much.

Margie Hardie



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Respect for the past — Looking to the future
Celebrating Our 109th Anniversary March 1899-2008

November 19, 2008

Via email (theminerscottage@msn.com) and Regular Mail

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

RE: Cuban Queen Building, 300 Rich St.

Dear Mr. and Mrs. Rackov:

In response to your request for information on this property, the primary consideration is compliance with the parking requirement as specified in the Town of Jerome's Zoning Ordinance.

As a structure built prior to the adoption of the current Zoning Ordinance, the Cuban Queen is a nonconforming structure. Additionally, it is our understanding that this building has been unoccupied for more than six months. Once a nonconforming structure has been abandoned for more than six months, the Zoning Ordinance requires it to be brought into conformance with the current Zoning Ordinance and Town Codes prior to it being used again. Therefore, all improvements must be made in conformance with current zoning provisions and building codes. Part of these provisions (Section 510(D)(1)) requires the owner provide deeded parking. The Cuban Queen site currently has no parking spaces and no room to add parking and therefore does not conform to the Zoning Ordinance.

Unless deeded parking within the same district can be obtained, the only solution to this problem is an amendment to the Town's Zoning Ordinance. At the Council's discretion, possible options include: eliminating the parking requirement for historic buildings; allowing for a "parking exception" in certain circumstances and if certain criteria are met; providing an in-lieu parking ordinance; or finally, revising the provision that parking be deeded. All potential changes to the Town's Zoning Ordinance may be initiated by the Council, Planning and Zoning Commission, or a property owner and then go through a notice and public hearing process, including a public hearing by the Planning and Zoning Commission. The Commission then makes its recommendation to the Town Council. The Town Council may approve or deny the ordinance. The amendment is then not effective until 30 days after approval by Council. This process generally takes several months.

If any amendment is approved, you will still be required to go through the regular process for new construction/renovation with the Planning and Zoning Commission. This includes completing an application, providing a preliminary site plan review, and appearing before the Planning and Zoning Commission in order to receive approval to begin restoration.



For TTY Access, Call The Arizona Relay Service at 1-800-367-8939 And Ask For Town Of Jerome at 634-7943




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

Alan and Wendy Rackov
November 19, 2008
Page 2 of 2

Consequently, the Town of Jerome cannot guarantee that the Cuban Queen could be restored and brought into compliance with the current Zoning Ordinance.

Sincerely,

A handwritten signature in cursive script that reads "Annie M. Kelly". The signature is written in dark ink and is positioned above the printed name and title.

Annie M. Kelly, M.A.
Interim Zoning Administrator

cc: Jeri Dustir, Interim Town Manager



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COPY

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February 23, 2009

Ms. Wendy Rackov
P.O. Box 466
Cayucos, CA 93430

RE: Restoration/Rehabilitation of the Structure at 300 Queen St.

Dear Ms. Rackov:

Per our past conversation, I am researching whether the structure at 300 Queen St., known as the Cuban Queen, meets legal considerations for a variance. It is my understanding that the main reason the Cuban Queen is not able to undergo renovation is due to the fact that it is topographically impossible to provide off-site parking pursuant to Section 510 (D) of the Jerome Zoning Ordinance. As property is at a premium within the Commercial District, it is also not possible at this time for parking to be provided by recorded easement with another property owner (Section 510(C)(2)(a)). Further, I also understand you are concerned with the continued deterioration of this structure while the current parking issue is being addressed.

The number of parking spaces the Cuban Queen must provide within the Commercial District is based on square footage or by its designated use. It may be possible to request a variance for a minimum number of spaces in order for the building to be used either residentially or as a retail/service space, with the condition that any use that may increase the parking requirement must be provided pursuant to Section 510 (D). Please find this section of the Zoning Ordinance enclosed for your convenience.

Requirements for variances are prescribed under ARS §9-462.06 and Section 305 of the Jerome Zoning Ordinance. I have included these sections for your review. Before consideration for a variance, there are several criteria the property will need to meet:

- 1) There must be special circumstances applicable to the property; these may include lot size, shape, topography, location, or surroundings.
- 2) These special circumstances cannot be self-imposed by the property owner.
- 3) The property owner does have reasonable property rights enjoyed by other property of the same classification in the same zoning district; a variance cannot grant special privileges inconsistent with the limitation upon other properties in the vicinity and zone in which the property is located.
- 4) The variance will not be detrimental to health, safety, and well being of the public and neighboring property owners.

In addition to these requirements, it will be necessary to ensure that a variance for the parking requirement will not violate the Zoning Ordinance of the Town of Jerome. Once these criteria are met, an application for a variance must be completed and submitted along with a \$200 application fee. I have included a copy of this application for your convenience.

Ms. Wendy Rackov
P.O. Box 466
Cayucos, CA 93430

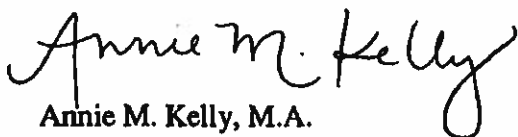
Page 2 of 2

Once the completed application is processed, a meeting of the Board of Adjustment will be scheduled. This meeting requires public notification pursuant to ARS §462.04 and such notice must be placed once in a newspaper of general circulation (i.e. the Verde Independent) at least fifteen (15) days prior to the public hearing. This notice is billed to the applicant at cost, but is not to exceed \$350 (Town Code Resolution #331).

If approved for a variance, the property remains subject to all Zoning and Town Code provisions including all applicable approvals from the Planning and Zoning Commission and Design Review Board.

Please do not hesitate to contact me at Town Hall if you have further questions, 634-7943. I very much appreciate your time and patience during this process. I look forward to working with you.

Sincerely,

A handwritten signature in cursive script that reads "Annie M. Kelly".

Annie M. Kelly, M.A.

ak/AMK

Enclosures:

cc: Jeri Dustir, Interim Town Manager



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planner@jeromearizona.us

RECEIVED

APR 23 2009

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APPLICATION FOR VARIANCE

APPLICANT'S NAME: Alan + Wendy Rackov
MAILING ADDRESS: P.O. Box 466 Cayucos CA 93430
TELEPHONE #: 928-254-1089 & 805-440-8170
SITE ADDRESS: 300 RICH ST.
PARCEL #: 401-06-127
VARIANCE FOR WHAT PART IN ZONING ORDINANCE: PARKING

You must answer the following questions

WHAT SPECIAL CIRCUMSTANCES OR CONDITION APPLIES TO THE LAND OR BUILDING REFERRED TO: BECAUSE PARKING IS GEOGRAPHICALLY IMPOSSIBLE ON THE LOT, THE LAND OR BUILDING CANNOT BE USED OR RESTORED.

WHAT CREATED THESE SPECIAL CIRCUMSTANCES OR CONDITIONS: THIS HISTORIC BUILDING WAS CONSTRUCTED BEFORE CARS.

IF THE VARIANCE IS DENIED, WHAT HARDSHIP, OTHER THAN PERSON INCONVENIENCE AND/OR FINANCIAL HARDSHIP WILL BE CREATED: THIS BUILDING CANNOT BE USED OR RESTORED

HOW WILL YOU ASSURE, IF THE VARIANCE IS GRANTED, IT WILL NOT BE DETRIMENTAL TO THE NEIGHBORHOOD, SPECIFICALLY AND THE PUBLIC WELFARE IN GENERAL: THERE IS A LARGE PARKING LOT ACROSS THE STREET & DOWN PARKING NEXT DOOR.



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NOTICE MEETING OF THE TOWN OF JEROME

BOARD OF ADJUSTMENT

DATE: Wednesday, May 21, 2009 TIME: 6:00 P.M.
PLACE: JEROME CIVIC CENTER, 600 CLARK STREET

NOTE: PERSONS WITH A DISABILITY MAY REQUEST A REASONABLE ACCOMMODATION SUCH AS A SIGN LANGUAGE INTERPRETER, BY CONTACTING THE TOWN CLERK, TEREZ STORM AT (928) 634-7943. REQUESTS SHOULD BE MADE AS EARLY AS POSSIBLE TO ALLOW TIME TO ARRANGE THE ACCOMMODATION.

AGENDA

ITEM 1: CALL TO ORDER/ROLL CALL

ITEM 2: APPROVAL OF MINUTES – Approval of Minutes from February 26, 2006 and June 28, 2007

ITEM 3: ZONING ADMINISTRATOR'S REPORT – The Zoning Administrator, who is also the Planning Director and Historic Preservation Officer, will read a report that contains information pertinent to each agenda item.

ITEM 4: SELECTION OF BOARD OF ADJUSTMENT CHAIRPERSON

The Board of Adjustment needs to appoint a chairperson due to recent term expirations and reappointments.

Discussion and Possible Action

ITEM 5: REQUEST FOR A VARIANCE – The Cuban Queen

ADDRESS: 324 Queen St.....OWNER OF RECORD: Alan and Wendy Rackov

APPLICANT: Alan and Wendy Rackov

ASSESSOR'S PARCEL NO: 401-06-127.....ZONING: C-1

The applicant seeks a variance for parking in order to begin restoration/rehabilitation on the structure, otherwise known as the Cuban Queen. Pursuant to Section 501(C)(2), the property has been abandoned and must conform to the current Zoning Ordinance. Parking is physically impossible on the lot and the owner cannot enjoy reasonable property rights as owners within the same district. The Board may approve, deny, or conditionally approve a variance for parking at the location in order for the building to be restored/rehabilitated.

Discussion and Possible Action

Pursuant to A.R.S. 38-431.01 et. seq. , notice is hereby given to the Board/Commission and to the General Public that the Commission plans to hold the above meeting. The Jerome Planning and Zoning Commission may vote to go into executive session on this agenda item pursuant to A.R.S 38.431.03 for the purposes set forth in the paragraph immediately following the agenda item.

ITEM 6: ADJOURNMENT

Anyone needing clarification on any agenda item may call Jerome Town Hall at 634-7943 and ask to speak with Annie Kelly, Zoning Administrator and Historic Preservation Officer.

TOWN OF JEROME

BOARD OF ADJUSTMENT

Item #

3

Zoning Report

TO: Board of Adjustment

FROM: Annie M. Kelly, Zoning Administrator

MEETING DATE: May 21, 2009

SUBJECT: Variance for structure at 324 Queen St.

APPLICATION PROVISIONS

Location: 324 Queen St. (formerly Rich St.)

APN: 401-06-127

Owner of Record: Alan and Wendy Rackov

Applicant/Representative: Alan and Wendy Rackov

Land Use Designation		
Street Map Classification	Street: Queen St.	Type: Town Right-of-Way
Neighborhood/District Element	G.W. Hulls Plat of Jerome	
Applicable Elements	Historic Overlay District	

Ordinance Compliance

Ordinance Section	Provisions	Per Application	Issues
Sect. 105(B)(1)(b) Power and Duties	It shall be the duty of the Board of Adjustment to: Hear and decide appeals for variances from the terms of the [ZO] only if, because of special circumstances applicable to the property, including its size, shape, topography, location, or surrounds the	Parking is geographically impossible on the lot without changing the footprint of the historic building. The Board of Adjustment has purview over the granting of variances.	A variance may be applicable to this situation as this property cannot be reasonably utilized by the property owner due to the parking requirements under the ZO

	strict application of the [ZO] will deprive such property of privileges enjoyed by other property of the same classification in the same zoning district.		
Sect. 305 (A)(6) Appeals to the Board of Adjustment	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 zone in which such property is located.	Property is located within the C-1 Zone. There are several permitted and conditional uses for this zone, including retail, studio, restaurant/bar, residential, etc. The adjacent property is utilized as a residence as well as a retail gallery (The Queen's Neighbor).	To grant a variance for parking does not appear to permit any special privileges as long as the number of parking spaces granted is the <i>minimum</i> number in order to restore the building and enable <i>reasonable</i> use. To give a variance for a large number of parking spaces (a restaurant/bar, for example) may be considered a granting of special privileges not afforded to others within the C-1 Zone.
Sect. 305(A)(7) Appeals to the Board of Adjustment	A variance shall not be granted by the Board unless the alleged hardship caused by literal interpretation of the provisions of this Ordinance results in more than personal inconvenience and/or financial hardship, and is not the result of actions by the appellant.	The property cannot currently be utilized in any capacity within the C-1 Zone without parking. Literal application of the Zoning Ordinance causes the property owners the inability to utilize their property in any reasonable way.	The building cannot be restored or rehabilitated without providing the proper parking. The physical impossibility of parking on this lot was not created by the owners of the property. This condition is not self-imposed.
Sect. 305(A)(8) Appeals to the Board of	In granting a variance, the Board may impose	Board may stipulate conditions on the variance.	ZA suggests that the Board reiterate that the building may

Adjustment	such conditions and safeguards as are appropriate to insure that the purpose and intent of this Ordinance will be fulfilled. Failure to comply with such conditions and safeguards, when made a part of the terms under which a variance is granted shall be deemed a violation of this Ordinance.		only be restored or rebuilt to its original condition and if a variance is granted, it must comply with Section 501 Nonconforming Situations. In addition, all plans for restoration and rebuilding MUST go through the regular Planning & Zoning and Design Review Board procedures. <i>A variance does not grant exemption from regular procedures for construction and site plan review.</i>
Sect. 305(A)(9) Appeals to the Board of Adjustment	No nonconforming use or violations of this Ordinance with respect to neighboring lands, structures, or buildings, in the same zoning district, and no permitted use of lands, structures or buildings in other zoning districts, shall be considered grounds for a variance.	The lot is a legal nonconforming lot of record; nonconforming buildings may be repaired or restored as long as the discrepancy at the time of the passage of the Ordinance is not increased. This means the property owners must restore the building to its original character and cannot increase the footprint, height, yards, square footage, etc. (Section 501(C)(6&7)).	Any permitted and conditional use within the C-1 Zone would not be considered a nonconforming use by legal definition. While the lot and building are both physical nonconforming situations, JZO allows for these types of buildings to be restored and maintained without intensifying the nonconformity. As long as the building is restored in a manner that is compliant with the Zoning Ordinance, the variance does not grant a nonconforming use or situation.
Sect. 305(A)(10) Appeals to the Board of Adjustment	Every variance granted shall be personal to the appellant therefore	The variance, if granted, must be granted to the current property	The Board might consider adding a condition that upon sale or transference

	and shall be transferable and shall run with the land only after completion of any authorized structure or structures.	owners and will only be transferable upon completion of the restoration or rebuilding.	of title of this property, the owners acknowledge that unless the building project is complete (i.e. the issuance of a final Certificate of Occupancy), to sell the property prior to completion would be a violation of the terms of the Ordinance.
Sect. 510(C)(2)(a) Design and Location of Parking Spaces	Required off street parking shall be located within the C-1 Zone. Whenever the use of a separate lot or parcel is proposed for the fulfillment of the minimum parking requirements the owner shall submit as part of his application satisfactory assurance that the separate lot or parcel is permanently committed to parking use by deed restriction or recorded easement.	Applicants have sought other avenues in order to meet the parking requirement in the ordinance. Verde Exploration, Ltd. agreed at one point to lease land for parking.	Parking must be within the C-1 Zone and must be dedicated to parking through deed or recorded easement. <i>Leasing</i> does not meet these criteria. In addition, it is my understanding that the land in question was in the AR Zone and therefore, even if deeded or dedicated through an easement, could <i>not</i> be applied to the parking requirement because it is located in a different zone.

BACKGROUND / DISCUSSION

The applicants have tried for well over a year to be able to restore and rehabilitate the structure at 324 Queen St., otherwise known as the Cuban Queen. Due to the geographical location of the parcel, its size, topography, and the location of the building, creating parking spaces for use of the building on said property is impossible. Without the parking, the building cannot be restored or used under our Zoning Ordinance as any project of this nature requires a site plan under Section 303 and must provide off-street parking pursuant to Section 510.

The issuance of variances is not solely governed by the Jerome Zoning Ordinance; The Arizona Revised Statutes also dictate that certain conditions must exist in order for any

variance to be granted. Overall, a variance cannot violate the Zoning Ordinance, but more importantly, it cannot violate State Law.

ARS § 9-426.06 provides for the requirements of a variance. Firstly, there must be special circumstances or conditions that apply to the land, building, or use of the property which do not apply to other similar properties in the same zoning district. This includes an unusual lot size, shape, and topography. This must be considered a property hardship and it must be a condition relating to the property that is unique and not replicated within the same zone. The Cuban Queen was built in 1904 and has remained standing for over 100 years. The lot is small and is considered a nonconforming lot of record. At the time of construction, there were no provisions in place dictating set backs, parking, or other zoning regulations. Parking is a physical impossibility on the lot due to the location of the structure and topography of the lot. It is my understanding that the Cuban Queen is the only building in the C-1 Zone that cannot be restored or rebuilt because of a lack of space for the required parking.

Secondly, under State Law, the hardship/special conditions cannot be self-imposed. The conditions set forth above were not imposed by the owners. Arguably, they were imposed by the builders in 1904 when cars were all but nonexistent in Jerome. The property owners wish to restore/rebuild the structure; they did not abandon the use as they bought it with the intent to restore it.

Thirdly, the State dictates that authorization of a variance must be necessary in order for the owner to enjoy reasonable and substantial property rights. Without a variance for parking, this property cannot be utilized in any capacity. The owners would like to restore the building and do not wish to see it demolished because of its historic integrity and importance in the Town of Jerome. They have, as stated above, attempted to obtain parking in other ways and have not been able to do so that would be in compliance with the Zoning Ordinance.

Lastly, a variance cannot be granted if it would be detrimental or incompatible with the surrounding development. A variance for parking at this location would not be detrimental to the surrounding properties as it is located in the C-1 Zone and there are large parking lots located nearby provided by the Town of Jerome (unlike the residential zones where such a variance would arguably be detrimental to neighboring properties). It does not grant any special privileges that are not enjoyed by neighboring properties as the adjacent property is utilized as a residence and gallery.

Ultimately, the Cuban Queen appears to meet the State of Arizona's requirements for a variance. In addition, there is no provision within the Jerome Zoning Ordinance that prohibits the granting of a variance for parking. Resolution #287 repealed Section 510(F) from the Zoning Ordinance in January of 1997 that allowed for an in-lieu parking fund; an applicant was required to pay a fee per space and would buy as many spaces as needed to fulfill the parking requirement. It is my understanding that repealing this provision was misinterpreted by residents and previous Town staff to mean that a property owner could no longer get a variance for parking in any capacity.

This assumption is incorrect. As there is no provision prohibiting such a variance (in fact, a property owner is able to get a variance for backing out onto a public street under Section 510), it can be argued that if the State and the Jerome Zoning Ordinance requirements are met for a variance, one can be granted by the Board of Adjustment. Additionally, in 1996 when discussion first began in regards to repealing the in-lieu parking variance provision, the Town Attorney stated at that time the provision was "at odds with itself" and "the Board of Adjustment can deal with parking variances in the same way they deal with other variances as outlined in

JZO" (Minute Record from October 22, 1996). Therefore, the repeal of the in-lieu parking waiver was never meant to prohibit property owners from receiving a variance for parking.

It should be noted that granting a variance for parking in this case would be "setting a precedent" for the future. In my experience, most parking issues arise as a property or business owner wishes to increase the usage for their current commercial establishment (such as introducing beer and wine service, or adding chairs to an existing restaurant). A variance would not be applicable any of these circumstances as increasing the usage is entirely self-imposed by the business owner. The owner already enjoys reasonable property rights in a similar manner to those also located within the same zone. To grant variances for parking in these cases would be granting special privileges to the property/business owners. Therefore, these situations would not ever be considered for a variance as to do so would violate most of the provisions found under the Jerome Zoning Ordinance and the Arizona Revised Statutes.

STAFF RECOMMENDATION

The square footage of the Cuban Queen is approximately 1450 sq. ft. according to the applicant. The Board of Adjustment should take into consideration that only a *minimum* number of parking spaces should be assigned if the variance is granted (for example, granting enough parking spaces for a residence or a retail shop, which would reflect the usage of the closest property in the C-1 Zone). The Board of Adjustment should stipulate that once completed, if the current owners or any future owners of said property wish to increase the usage (to a restaurant or bar, for example) then they would be required to provide parking pursuant to Section 510(D).

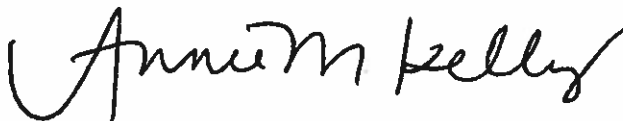
Retail/service reflects the majority of uses within the C-1 Zone as well as the nearest adjacent business (The Queen's Neighbor). The number of spaces to be granted through a variance is left to the discretion of the Board of Adjustment but should be no more than five (5) spaces. This is the requirement for parking for retail/service based on the square footage (1450 sq. ft. / 300 sq. ft. per 1 parking space = 4.8 parking spaces).

Not all the square footage will be "usable" area under the Zoning Ordinance. Usable area does not include kitchens, bathrooms, hallways, staircases, entrances, area behind counters, etc. However, without a floor plan, exact usable area cannot be determined until submitted to Planning and Zoning. The parking requirement only applies to usable area. As a result, the Board may grant fewer spaces and still allow the building to be restored and utilized in a reasonable manner.

Residential use would require a Conditional Use Permit from the Planning & Zoning Commission as well as two (2) spaces for the building (or 1.5 spaces per apartment if more than one dwelling unit).

To permit more spaces under a variance may be considered granting special privileges under ARS and the Jerome Zoning Ordinance.

Respectfully submitted,



Enclosures:

- 1) Application for Variance**
- 2) AZ Parcel Summary from Yavapai County GIS**
- 3) Section 105, Board of Adjustment**
- 4) Section 305, Appeals and Variances**
- 5) Section 507, C-1 Zone**
- 6) Section 510, Parking and Loading Requirements with Ord. #324 2005 Appended**
- 7) ARS § 9-462.06 Board of Adjustment**
- 8) Minute Record of the Jerome Planning and Zoning Commission, October 22, 1996**
- 9) Ordinance No. 287 Repealing In-Lieu Parking "Waiver", January 14, 1997**



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: Alan and Wendy Rackon

Address: 324 Queen St.

Parcel #: 401-06-127

Zone: C-1



Variance for Five (5) Parking Spaces

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

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



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TOWN OF JEROME

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

TO: Candace Gallagher, Manager Town of Jerome

FROM: Charlotte Page, Zoning Administrator, Town of Jerome

RE: P&Z recommendation for rezoning to be advanced to Council

On February 6th, 2019, the P&Z recommendation was given by motion:

The motion was proposed to advance the Rezoning Petition with the conditions that the Proposition 207 waiver will be agreed upon by the applicants and the zoning density/use be limited to duplex or triplex.

This motion was seconded and agreed upon unanimously.

Charlotte Page
Zoning Administrator



When Recorded Return To:
Candace Gallagher, Municipal Clerk
Town of Jerome
P.O. Box 335
Jerome, Arizona 86331

**AGREEMENT TO LIMIT USE AND WAIVE ANY CLAIMS
AGAINST THE TOWN OF JEROME FOR ZONING AMENDMENT**

This Agreement to Limit Use and Waive Any Claims Against the Town of Jerome for Zoning Amendment ("Agreement") is entered into between _____, as the owner of the property described herein ("Owner") and the Town of Jerome ("Town") to limit the use of the Property (defined below) and waive any and all claims for diminution of value that may be based upon action by the Town in response to a request from the Owner and is dated as of _____, 2019. This Agreement is entered into in conformance with A.R.S. §12-1134(I).

WHEREAS, the Owner is one of many property owners in the Town (the "Petitioning Owners") who have requested the Town to rezone property located in the R1-5 Zone;

WHEREAS, the Town's current residential zoning designations are AR, R1-5 and R1-10 Zones;

WHEREAS, the Town's Zoning Code authorizes multiple family dwellings in an R-2 zoning district, but the Town has never authorized an R-2 zoning district;

WHEREAS, before rezoning property to allow multiple family dwellings in the Town's residential district, the Town desires to determine what the impact of such dwellings would have on the Town, and to determine that impact could take the Town considerable time;

WHEREAS, the Petitioning Owners desire to occupy multiple family dwellings now;

WHEREAS, in order to allow the Petitioning Owners to occupy multiple family dwellings now, and to allow the Town the necessary time to evaluate the impact of allowing multiple family dwellings in the Town; the Town will agree to initiate the process to rezone a limited portion of the current R1-5 District to R-2 Multiple Family Residential (the "Initial R-2 Residential Zone") provided the Petitioning Owners voluntarily limit the proposed use of dwellings in the Initial R-2 Residential Zone to one family, two family and three family dwellings; and

WHEREAS, following the establishment of the Initial R-2 Residential Zone, to address public health and safety issues, Town staff will collect data involving the use of such R-2 district so that Town staff can propose a text amendment to the Town Zoning Code to allow separate residential districts where two-family, three family and four or more family dwelling units will be authorized.

NOW, THEREFORE, for and in consideration of the mutual covenants and promises contained herein (and for other good and valuable consideration the receipt and sufficiency of which are hereby acknowledged), the parties hereto agree as follows:

Section 1. This Agreement applies to the property located at _____, Jerome, Arizona, (the "Property"), and the Owner, or the authorized agent of the Owner has submitted an application to the Town requesting that the Town rezone the Property.

Section 2. By signing this Agreement, the Owner agrees:

- (a) to limit the use of the Property to any of: (i) a Dwelling, One-Family, (ii) a Dwelling, Two-Family or (iii) a Dwelling, Three-Family; and
- (b) waive any right or claim that may arise under A.R.S. §12-1134, including any claim for the reduction in the value of the Property, as a result of authorizing the Initial R-2 Residential Zone and entering into this Agreement.

Section 3. This Agreement is entered into in Arizona and will be construed and interpreted under the laws of the State of Arizona. The Owner has agreed to the form of this Agreement provided and approved by the Town Attorney. The Owner has had the opportunity to consult with an attorney of the Owner's choice prior to entering this Agreement and enters it fully understanding that the Owner is waiving the rights and remedies as set forth herein.

Section 4. Upon execution, this Agreement shall be recorded in the Office of the Yavapai County Recorder.

Section 5. The Owner warrants and represents that the person or persons listed herein as the Owner is/are the owner in fee title of the Property. The Owner further agrees to indemnify and hold the Town of Jerome, its officers, employees and agents harmless from any and all claims, causes of action, demands, losses, costs and expenses based upon an alleged reduction of value of the Property as a result of the Town's action in rezoning requested by the Owner.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement by and through their authorized representatives the day and year first-above written.

Owner: _____
(Name of Individual, Corporation, Partnership,
or LLC, as applicable)

Owner: _____
(Name of Individual, Corporation, Partnership, or
LLC, as applicable)

By: _____
(Signature of Owner or Authorized
Representative, if applicable)

By: _____
(Signature of Owner or Authorized
Representative, if applicable)

Its: _____
(Title of Individual Signing in Representative
Capacity)

Its: _____
(Title of Individual Signing in Representative
Capacity)

State of Arizona)
)
County of _____)

On this _____ day of _____, 20____, before me personally appeared
_____ on the basis of satisfactory evidence to be the person who
he or she claims to be, and acknowledged that he or she signed the above/attached document.

Notary Public

My Commission expires: _____

APPROVED AS TO FORM

William J. Sims, Town Attorney

SECTION 301. AMENDMENTS OR ZONE CHANGES

D. COUNCIL ACTION

1. Once the Commission has held a public hearing, the Council may adopt the recommendations of the Commission without holding a public hearing if there is no objection, request for public hearing, or other protest. The Council shall hold a public hearing if requested by the party aggrieved or any member of the public or of the governing body. Notice of the time and place of the hearing shall be given in the time and manner provided for the giving of notice of the hearing by the Commission as specified in Subsection C. In addition the Town may give notice of the hearing in such other manner as it may deem necessary or desirable.
2. If the owners of twenty (20) percent or more either of the area of the lots included in a proposed change, or of those immediately adjacent in the rear or any side thereof extending one hundred fifty (150) feet therefrom, or of those directly opposite thereto extending one hundred fifty (150) feet from the street frontage of the opposite lots, file a protest in writing against a proposed amendment, it shall not become effective except by the favorable vote of three-fourths (3/4) of all members of the Council. If any members of the Council are unable to vote on such a question because of a conflict of interest, then the required number of votes for passage of the question shall be three-fourths (3/4) of the remaining membership of the Council, providing that such required number of votes shall in no event be less than a majority of the full membership of the legally established governing body.
3. **If the Council's recommendation is to overrule the recommendation of the Commission, such decision shall require the vote of three-fourths (3/4) of all members of the Council voting on the question.**
4. The Council shall not make any changes in any proposal recommended by the Commission until the proposed changes have been referred back to the Commission for a report. Failure of the Commission to file a report back to the Council within thirty (30) days from date of receipt of the recommended changes shall be deemed to be approval of the proposed change(s) as recommended by the Council.
5. At the time of rezoning, the Council shall establish a schedule for development of the specific use or uses for which rezoning is requested. If at the expiration of this period the property has not been improved for the use for which it was conditionally approved, it shall revert to its former zoning classification without legislative action.

SECTION 106. DESIGN REVIEW BOARD

B. COMPOSITION; TERMS OF MEMBERS; VACANCIES; COMPENSATION OF MEMBERS

The Design Review Board of the Town of Jerome shall be composed of five (5) members. **The membership shall consist of a Town Planning and Zoning Commission member** and four (4) residents of Jerome, who shall be persons qualified by design background, training or experience, to be appointed by the Town Council. **The member of the Planning and Zoning Commission shall be designated annually by the Commission,** and may not serve as Chair of the Design Review Board concurrently with serving as Chair of the Planning and Zoning Commission. In the event of a vacancy in the seat held by the member of the Planning and Zoning Commission, the Commission shall appoint another member to serve on the Design Review Board for the remainder of that year. The four (4) public members shall serve for a term of three (3) years. Members may, after a public meeting, be removed by the Council for inefficiency, neglect of duty, or unethical conduct in office. A Board member who is absent four (4) regular meetings of a year beginning March 1st and ending February 28th shall be deemed to have vacated his or her appointment without further action being taken by the Board or Council. In the event of death or resignation, or removal from the Board, the vacancy shall be filled by the Council for the unexpired term. All members shall serve without pay. However, members of the Board may be reimbursed for actual expenses incurred in connection with their duties upon authorization or ratification by the Board and approval of such expenditures by the Town Council.



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TOWN OF JEROME

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

STAFF SUMMARY REPORT

FROM: Candace Gallagher, Town Manager/Clerk

ITEM: Item #10D: Four-year staggered terms for Council

MEETING DATE: March 12, 2019

At the August 2018 primary election, Jerome voters approved, by a vote of 89 to 82, four-year staggered terms for Councilmembers. Resolution No. 565 adopted by Council in April 2018 (see attached) stated that, if approved by the voters, Council "shall adopt" an ordinance in conformance with that public question, where members of *this Council* would be divided by lot into two classes. The first class would consist of two (2) Council members and the second class of three (3) Council members. Those of the first class would hold office until the next regular election in 2020, and those of the second class would hold office until the regular election of 2022. All elections beginning in 2020 would be for four-year terms.

The ballot question was framed as a question, rather than as an initiative. It was intended simply to determine the will of the voters. By a narrow margin, the voters approved it. At this time, it will be up to Council to decide whether to proceed in accordance with the Resolution, and adopt an ordinance effecting the change, or to rescind Resolution No. 565.

RESOLUTION NO. 565

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JEROME TO PLACE A QUESTION ON THE AUGUST 2018 BALLOT REGARDING STAGGERED FOUR-YEAR TERMS FOR COUNCILMEMBERS

WHEREAS, the Mayor and Town Council are authorized under A.R.S. Section 9-232.02 to submit the question of electing Councilmembers to four-year staggered terms.

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

1. That the following question shall be submitted to the voters of the Town of Jerome at the August 2018 primary election:

Shall the common council of the Town of Jerome, Yavapai County, Arizona, have four year staggered terms beginning with the election held in 2020, in accordance with Resolution No. 565?

☐ *FOR 4 year staggered terms* ☐ *AGAINST 4 year staggered terms*

2. That, if approved by a majority of the voters, the Town Council shall adopt an ordinance to amend Section 2-1-1 of the Jerome Town Code to read as follows:

Section 2-1-1 Elected Officials.

- A. *The elected officials of the Town shall be five Council members, one of whom shall be designated as Mayor in accordance with Section 2-2-1. The Mayor and Council shall constitute the Council, and shall continue in office until assumption of duties of office by their duly elected successors.*
- B. *Members of the Council shall be divided by lot into two classes. The first class shall consist of two (2) Council members and the second class of three (3) Council members. Those of the first class shall hold office until the next regular election in 2020, and those of the second class shall hold office until the regular election of 2022.*
- C. *At the regular election of 2020, two (2) Council members shall be elected, and at the regular election of 2022, three (3) Council members shall be elected. Thereafter, Council members shall be elected in classes of two (2) and three (3) at successive regular elections.*
- D. *The regular term of office for Councilmembers shall be four (4) years each and until their successors are elected and qualified.*
- E. *Council vacancies shall be filled in the manner provided in A.R.S. § 9-235.*

Passed and approved by a majority of Council on APRIL 10, 2018.

Hotel Jerome Ground Floor Rentals

Tenant	Room #
Artists Co op	
Jerome Ghost Pepper Co.	

Lease Expires

11/30/20
10/31/20

Rent

1,832.74
1,200.00

SQ. FT.

2,696
806

rate per sq ft

0.68
1.49

Hotel Jerome Basement Rentals

Tenant	Room #
Nicole Lahti	B1
Chad Hembrough	B2
Bonnie Caron	B3

Month to month
08/02/18
Month to month

52.97
55.25
56.95

185
221
901

0.29
0.25
0.06

Old Town Hall Rental

Tenant	Room #
Passion Cellars	n/a

2,586.00

1,269

2.04

includes patio

Jerome Civic Center Rentals

Tenant	Room #
Christy Fisher	Studio 1
Carrie Mae Rose	Studio 2
Ginger MacKenzie	Studio 3

09/30/18
07/05/20
09/30/18

243.20
252.00
264.40

608
630
661

0.40
0.40
0.40

EXCERPT FROM COUNCIL MEETING MINUTES OF AUGUST 11, 2015:

ITEM #8B: RENTAL RATES FOR CIVIC CENTER SPACES

Council will review and may adjust rental rates for the spaces available for rent on the first floor of the Civic Center.

Mayor Currier spoke about the rooms in the Civic Center that are available for rent. As detailed in a report by the Manager:

- **Studio One** is 608 square feet, and was at one time occupied by Lisa Petty, who paid rent in the amount of \$388.31. It has remained vacant since she moved out in 2012. This space is currently being used as Council's conference room.
- **Studio Two** is 630 square feet, and was at one time occupied by Christy Fisher, who paid rent in the amount of \$401.75. It has remained vacant since she moved out in 2012. This room is currently being used to store certain items, but it is possible to move them if necessary to another area. Unlike the other two rooms, Studio Two has double doors.
- **Studio Three** is 661 square feet, and was at one time occupied by Christy Fisher, who paid rent in the amount of \$437.75. After she moved out in 2012, it was briefly rented to "Prospectors" at the rate of \$462.70. It has remained vacant since they moved out, but has been utilized from time to time for special programs of the Jerome Kids Art Workshop.

These rooms have been advertised at various times and in various ways, with no interest from prospective tenants.

Ms. Gallagher explained that, recently, the Town received a letter of interest from Penelope Davis and Doug Weber, who would like to rent Studio Two as an art studio, community meeting space for art groups and for teaching art. They have proposed the amount of \$200/month for use of the space. Council had previously set the rental price at \$0.70 per square foot. Ms. Gallagher added that the average rental rate at the high school is \$0.55 per square foot. Regardless of what Council decides, she said, the space would need to be re-advertised before it could be rented.

Discussion ensued.

Councilmember Vander Horst asked if the space could be put out to bid rather than advertised at a set price. Ms. Gallagher said that this is possible, but would be a divergence from the policy for rental of Town spaces that was adopted by the previous Council.

It was noted that regulating the temperature in those rooms may be a problem (there is only one thermostat). Ms. Gallagher agreed, and suggested that the problem might be solved by installing a mini-split in each room.

Council was generally in agreement that it would be good to have the spaces rented, and that the price should be lowered.

Suzy Mound, a Jerome resident, said that renting at the high school can get pretty expensive, and she would like to see our spaces become more affordable.

Motion: Councilmember Vander Horst made a motion to change the adopted policy in order to **conduct an auction to rent the spaces downstairs, with a starting bid of \$200/month.** Discussion continued.

Ms. Gallagher noted that the rental policy that was previously adopted [and involved advertising at a set price, rather than at auction] was intended to allow the Town to select the optimal use from among applicants for the space, rather than having to lease to the highest bidder. Mayor Currier said that we should have a screening of some sort.

Ms. Mound said that she would not want to see Council change that policy, but she would like to see a reduced rate. It is important to find the right fit for the Town, she said.

Councilmember Stewart said that the utility reimbursement (currently \$50/month) should be waived, and the rate should be lowered. Councilmember Vander Horst agreed.

Ms. Mound noted that, at the high school, some tenants "really abused the utilities," and said that perhaps the tenants should pay a share of the cost. Councilmember Vander Horst noted that a fixed utility charge is not going to make people be conservative with their usage.

At this point, Councilmember Vander Horst **withdrew his motion.**

Mayor Currier recapped where Council seemed to be leaning: to drop the rental price, retain the screening system, and eliminate the utility reimbursement. Discussion then centered on the rental rate itself. After brief discussion, there seemed to be consensus to reduce the rental rate to \$0.40 per square foot.

Ms. Gallagher recommended advertising all three spaces, as we might get tenants for them at the new lower rates.

Motion: Councilmember Stewart made a motion to **set the rate at 40 cents a square foot, drop the utility charge and keep the screening system in place.** Vice Mayor Freund seconded it. **Motion carried, 5-0.**

TOWN OF JEROME

POLICY FOR RENTAL OF TOWN PROPERTIES

Adopted by Jerome Town Council 9/23/2014

Upon vacancy:	<ul style="list-style-type: none"> • Inspect property and assess damage (aside from normal wear and tear), if any, to be assessed to prior tenant. Document with photographs. • Process any refund due to tenant.
Following vacancy:	<ul style="list-style-type: none"> • Work with Fire and Building Inspectors to ensure that property remains up to Code. • Clean and make any repairs needed. • Research and determine fair market value of rental. <ul style="list-style-type: none"> ◦ Obtain information regarding comparable rentals. ◦ Council to set rental price, if different from prior rental price. • Advertise space for lease, with deadline date for applying. <ul style="list-style-type: none"> ◦ Post at posting locations, on community board at Post Office, and onsite. ◦ Advertise on Town website and Facebook page. ◦ Applicant must use application form provided by the Town. ◦ If no response by deadline date, Manager may opt to extend deadline or place listing with realtor.
Upon receipt of application(s) for lease:	<ul style="list-style-type: none"> • If only one application received: <ul style="list-style-type: none"> ◦ Staff to review application and check references. ◦ Zoning Administrator to review for compliance with Zoning Ordinance. ◦ If all is in order, Manager to sign lease agreement for term of between one and three years, at discretion of manager and tenant. • If multiple applications received: <ul style="list-style-type: none"> ◦ Staff to review applications and check references. Any applicant with poor references will be disqualified. ◦ Committee consisting of Manager, Finance Director and Zoning Administrator, with input from staff as they deem necessary, to select tenant from qualified applicants, with preference given to local businesspeople (Jerome/Clarkdale/Cottonwood), businesses that would not adversely impact the space, and businesses that would reflect the historic, creative and artistic aspects of Jerome. ◦ Committee's selection to be provided in memo to Council members. <ul style="list-style-type: none"> ▪ If within the following seven days, no member requests discussion at a public meeting, Manager to sign lease agreement for term of between one and three years, at discretion of Manager and tenant. ▪ If any member requests discussion at public meeting, item to be placed on next meeting agenda for Council discussion and decision.
Prior to occupancy by tenant:	<ul style="list-style-type: none"> • Immediately prior to occupancy, photograph space as evidence of its condition at inception of lease, to be acknowledged in writing by both Manager and tenant, and file with lease documents. • Collect first and last month's rent and security deposit at signing of lease.

From: **Ginger Mackenzie** gingermackberlin@gmail.com
Subject:
Date: **February 22, 2019 at 2:39 PM**
To: **Candace Gallagher** c.gallagher@jerome.az.gov



Hi Candace,

Here is a bit more info for the city council!

Dear City Council,

I have really appreciated having my studio space to create and work!

I realize the rent is a great price and have tried to be an extra good tenant for my studio space, paid my rent on time, kept the space clean, only made noise after business hours or when town hall is closed, kept my insurance up to date and have been a good neighbor by not leaving anything in the hallway and bringing in the items that people leave outside of the humane society for the flea market. I do this almost every time I come in so they don't have a big pile outside to deal with.

I use the space for my music and production projects, which is more than half of my income. I have also had local clothing swaps and offer vocal coaching for locals, and have had music production workshops for the Kids Art Workshop.

This is a perfect spot for me to work and create and I would love to keep it. I also love that the rent goes to the library! I can't imagine being anywhere else. I have put so much into making this and beautiful space, building a vocal booth and such. It is apropos the old music room. I found a piece of old sheet music behind a board in the closet and also an old pitch pipe.

If you have any questions about anything, don't hesitate to call.

Best,

Ginger Mackenzie
928 284 8053



TOWN OF JEROME

Proclamation

DESIGNATING MARCH 30, 2019 AS “WELCOME HOME VIETNAM VETERANS DAY”

WHEREAS, the Vietnam War was fought in the Republic of South Vietnam from 1961 to 1975, and involved North Vietnamese regular forces and Viet Cong guerrilla forces in armed conflict with the United States Armed Forces and the Army of the Republic of Vietnam; and

WHEREAS, the United States Armed Forces became involved in Vietnam because the United States Government wanted to provide direct military support to the Government of South Vietnam to defend itself against the growing Communist threat from North Vietnam; and

WHEREAS, members of the United States Armed Forces began serving in an advisory role to the Government of the Republic of South Vietnam in 1961; and

WHEREAS, as a result of the Gulf of Tonkin incidents on August 2 and 4, 1963, Congress overwhelmingly passed the Gulf of Tonkin Resolution (Public Law 88-408), on August 7, 1964, which provided authority to the President of the United States to prosecute the war against North Vietnam; and

WHEREAS, in 1965, United States Armed Forces ground combat units arrived in Vietnam; and

WHEREAS, by the end of 1965, there were 80,000 United States troops in Vietnam, and by 1969, a peak of approximately 543,000 troops was reached; and

WHEREAS, more than 58,000 members of the United States Armed Forces lost their lives in Vietnam and more than 300,000 members of the Armed Forces were wounded; and

WHEREAS, in 1982, the Vietnam Veterans Memorial was dedicated in the District of Columbia to commemorate those members of the United States Armed Forces who died or were declared missing-in-action in Vietnam; and

WHEREAS, the Vietnam War was an extremely divisive issue among the people of the United States and a conflict that has caused a generation of veterans to wait too long for the United States public to acknowledge and honor the efforts and services of such veterans; and

WHEREAS, members of the United States Armed Forces who served bravely and faithfully for the United States during the Vietnam War were often wrongly criticized for the policy decisions made by four presidential administrations in the United States; and

WHEREAS, the establishment of a “Welcome Home Vietnam Veterans Day” would be an appropriate way to honor those members of the United States Armed Forces who served in South Vietnam and throughout Southeast Asia during the Vietnam War; and

WHEREAS, March 30, 2019, would be an appropriate day to establish as “Welcome Home Vietnam Veterans Day”;

NOW THEREFORE, BE IT PROCLAIMED by the Mayor and Council of the Town of Jerome, Arizona, that the Town of Jerome:

1) Honors and recognizes the contributions of veterans who served in the United States Armed Forces in Vietnam during war and during peace; and

2) Designates March 30, 2019 as “Welcome Home Vietnam Veterans Day”; and

3) Encourages the people of the United States to observe “Welcome Home Vietnam Veterans Day” with appropriate ceremonies and activities that:

a. Provide the appreciation Vietnam War veterans deserve but did not receive upon return home from the war;

b. Demonstrate the resolve that never again shall the Nation disregard and denigrate a generation of veterans;

c. Promote awareness of the faithful service and contributions of such veterans during their military service as well as to their communities since returning home;

d. Promote awareness of the importance of entire communities empowering veterans and the families of veterans to readjust to civilian life after military service; and


e. Promote opportunities for such veterans to assist younger veterans returning from the wars in Iraq and Afghanistan in rehabilitation from their wounds, both seen and unseen, and to support the reintegration of younger veterans into civilian life.

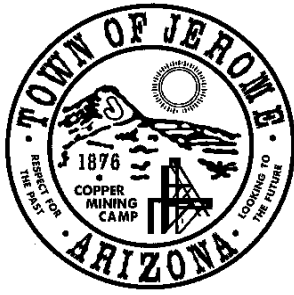
Dated this 12th day of March, 2019

Christina “Alex” Barber, Mayor

ATTEST:

Candace B. Gallagher, Town Manager/Clerk





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TOWN OF JEROME

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

STAFF SUMMARY REPORT

FROM: Candace Gallagher, Town Manager/Clerk

ITEM: **ITEM #9A: REQUEST FOR HANDICAPPED PARKING SPACE**

MEETING DATE: March 12, 2019

Council has received a request from Josh Lindner and Windy Jones, new owners of the property where the Cuban Queen was located, for a handicapped parking space to be developed in the public parking area located on parcel 401-06-126.

Considerations:

- Whatever is constructed on that lot will be considered new construction. As such, Federal ADA requirements stipulate that, *for a commercial enterprise*, there must be a handicapped-accessible parking space (or spaces) available via an accessible route from the building.
 - Residential use would not be subject to that requirement, and could include a vacation rental.
 - *One notable exception: The ADA Standards require accessible spaces only where parking is provided. They do not require accessible spaces where parking is not provided at all. We are looking into whether or not this exception may apply here.*
- Standard accessible parking spaces must be a minimum of eight feet wide, with an access aisle alongside at least five feet wide.
- Josh and Windy are willing to develop the handicapped space to ADA standards at their own expense, and are not seeking to acquire the property.
 - As this is Town property, if approved, it may be preferable for the Town to do the work and invoice them for the costs involved.
- The parcel in question is a public parking area owned by the Town. As such, parking spaces there are available for public use, rather than dedicated to any particular property. A handicapped space, if created, would also be available to anyone with a handicapped placard or license plate.

Council options:

1. Approve the request, and direct staff accordingly.
 - a. Include direction regarding construction process, whether Town will do the work or the applicants will (with Town oversight).
2. Deny the request.
 - a. If it is determined that an ADA space is required by law, applicants would then have the option to construct a residential building at that location, or to obtain or create a parking area large enough to accommodate a handicapped space with an accessible route to the commercial building.
3. Offer a portion of that parking area for purchase.
 - a. Any sale would have to be put out to public bid.



Founded 1876
Incorporated 1899

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MARCH 11, 2019

PROGRESS REPORT: RESIDENTIAL REZONING REQUEST OCTOBER 2018

On February 6, 2019, decision by Motion of the Planning & Zoning Commission:

Motion to Advance the Rezoning Petition to Council with the Conditions the Prop 207 Waiver Will be Agreed Upon by the Applicants and That the Zoning Density Use be Limited to Duplex or Triplex (5 yes).

February 25, 2019 Special P&Z Meeting, review of additional requests for inclusion in proposed zone change from adjacent property owners resulted in decision by motion of Planning & Zoning Commission.

Motion to Abandon for Now the Extension of the R-2 Rezoning and Restrain the Rezoning to the Original Parcels (5 yes)

February 25, 2019 Special P&Z Meeting, review of the Draft Agreement (by Town Attorney) to limit use & waive claims with a Prop 207 waiver, resulted in decision by motion of Planning & Zoning Commission.

Motion to Approve the Language of the Proposed Agreement in its Current Form (4 yes 1 no)

Draft text amendments to Zoning Ordinance, ARTICLE V, R-2 ZONE and Possible Creation of Additional Zones.

Commission is reviewing the Zoning Ordinance, the current R-2 Zone and all Multi-Family residential opportunities allowed. The current effort focuses on making an R-2 Zone that is the same as the current R1-5 Zone allowing Multi-Family under permitted uses. An additional residential zone may be created to allow four-plex with minimum dwelling sizes described. Changes may be made to Commercial (C-1) Zone to accommodate the Conditional Uses described in the Current R-2 Zone. This project is in process. Early drafts will be approved, drafted into Ordinances with legal review, public hearing will be scheduled, then these proposed text amendments will be forwarded to Council as approved by Planning & Zoning Commission.

SUMMARY HISTORY

Initial application was received October 18, 2018. The applicant presented with a petition and a Neighborhood Meeting was scheduled with appropriate notification and posting at the meeting site. The Neighborhood Meeting was conducted on November 6th.

Some members of the Planning & Zoning Commission were present at the Neighborhood Meeting for firsthand information.

The Planning & Zoning Commission began a review of this request at the next Regular P&Z Meeting on November 7, 2018. The applicant presented a report of the Neighborhood Meeting. There was clarification that the rezoning will not change current single family uses into multiple use, individual properties would have to submit applications and comply with any requirements necessary to gain multi-family status. Parking requirements, traffic, the process for rezoning were topics of discussion. After this the Commission discussed what items are covered in the Ordinance to explore a rezoning and listed tentative development plan. There was discussion about lack of sidewalks, possible increase of street and pedestrian traffic in the area. Affordable housing was mentioned as a possible positive outcome. The Commission wants more details of their and property owner's responsibilities. No motions were entertained.

A work session was scheduled for November 26, 2018. The Commission discussed the Current R-2 Zone and the subtle difference of Multiple Family and Multi-Family, conditional uses allowed in the current zone, Proposition 207, possible survey of the area, traffic studies, sidewalk development, if owners would be required to develop duplexes. They described having an agreement to ensure the land owners fully comprehend the rezoning and suggested an Executive Session for legal advice. No motions were entertained.

December 5, 2018, Regular P&Z Meeting, the Commission discussed the next step, a public hearing to be scheduled and drafting an agreement with the landowners in regard to Prop 207.

January 2, 2019, Regular P&Z Meeting, the public hearing was postponed due to a posting error. The Commission discussed review of traffic studies, study of the General Plan, review of an Prop 207 Agreement drafted by the Town Attorney, additional feedback was requested from police and fire. Public hearing will take place at February P&Z Regular meeting. No motions were entertained.

February 6, 2019, Regular P&Z Meeting, Police and Fire information was submitted with little recent information available. The officer present said the majority of citations issued in the area are commuters that travel through daily. Information from the director of our wastewater treatment plant was presented. Properties that have no sewer hookup were identified. A review of the General Plan and there were comments about this rezoning being more infill than new development. There were no negative comments generated from this initial review of the General Plan. The Public Hearing was conducted with two citizens speaking one about infrastructure and parking with concern that increased density increases need for actual parking. The second comment was from someone near that would like to be included in the rezoning. They said it's a positive idea and 'gives us more housing'. After the Public Hearing a motion was made.

Motion to Advance the Rezoning Petition to Council with the Conditions the Prop 207 Waiver Will be Agreed Upon by the Applicants and That the Zoning Density Use be Limited to Duplex or Triplex.

Possible inclusion of additional properties, the drafted Prop 207 Agreement and draft text amendments for the Zoning Ordinance were tabled, February 6, 2019.

February 25, 2019 Special P&Z Meeting, review of additional requests for inclusion in proposed zone change from adjacent property owners resulted in decision by motion of Planning & Zoning Commission.

Motion to Abandon for Now the Extension of the R-2 Rezoning and Restrain the Rezoning to the Original Parcels (5 yes)

February 25, 2019 P&Z review of the Draft Agreement (by Town Attorney) to limit use & waive claims with a Prop 207 waiver, resulted in decision by motion of Planning & Zoning Commission.

Motion to Approve the Language of the Proposed Agreement in it's Current Form (4 yes 1 no)

R-2 Zone draft text amendment to Zoning Ordinance, ARTICLE V, R-2 ZONE and Possible Creation of Additional Zones.

Commission is reviewing the Zoning Ordinance, the current R-2 Zone and all Multi-Family residential opportunities allowed. The current effort focuses on making an R-2 Zone that is the same as the current R1-5 Zone allowing Multi-Family under permitted uses. An additional residential zone may be created to allow four-plex with minimum dwelling sizes described. Changes may be made to Commercial (C-1) Zone to accommodate the Conditional Uses described in the Current R-2 Zone. This project is in process. Early drafts will be approved, drafted into Ordinances with legal review, public hearing will be scheduled, then these proposed text amendments will be forwarded to Council as approved by Planning & Zoning Commission.

Summary report by: Charlotte Page, Planning & Zoning

Contract Wastewater Operations, LLC
2199 Liough Dr.
Clarkdale, Arizona, 86324
928-301-1076

February 13, 2018

Re: Town of Jerome Wastewater Treatment Plant Capacity

Candace,

The Town of Jerome Wastewater Treatment Plant (WWTP) operates under two discharge permits which limit the volume of daily discharge from the facility to **70,000 gallons per day (gpd)**. I have reviewed the effluent flows from the past 15 months of operation. Here is what I found:

From October 2016 to December 2017 we measured an average daily discharge of **35,796 gpd**. The maximum recorded daily discharge during that same timeframe was **69,700 gpd**.

When considering capacity at the WWTP with respect to volume of discharge, it is important to consider the 80% of design/permit rule. I do not know the exact statute of the ruling, however, this rule states that a facility owner is required to plan and prepare for capacity expansion when a given facility has consistently reached 80% of design or permit capacity. The calculation for 80% of the Town's WWTP design and permit capacity ($70,000 * 0.80$) yields a volume of 56,000 gpd. Based upon our last 15 months of operation, this leaves the Town with $(56,000 - 35,796)$ **20,204 gpd** of WWTP capacity.

We can speculate on how many residents the Town theoretically could grow by using a conservative estimation that each new resident will generate roughly an additional 100 gpd of wastewater. By this estimation, the Town could grow by $(20,204/100)$ **202** additional residents before our effluent flows at the WWTP would reach the 80% of design threshold. Please consider that this estimation does not account for any additional commercial or industrial growth in the Town.

Another consideration when speculating on the reserve capacity of the WWTP is to consider the maximum daily flows at the WWTP. The designed and permitted maximum daily flow at the WWTP is **70,000 gpd**. While occasional exceedances of maximum daily flow are tolerable under the existing permits, more consistent exceedances are not. The flows measured at the WWTP often reach volumes greater than 60,000 gpd. During the past 15 months, daily flows greater than 60,000 gpd were measured on about a dozen different days. On those days, the WWTP was less than 10,000 gallons of flow from exceeding the permits and the design. The current flow capacity of the WWTP should be further reduced when considering maximum flow. From a population perspective only, we should estimate that the Town can grow by no more than $(10,000/100)$ **100** residents before we would be more consistently exceeding our discharge limit for total flow.

Sincerely,

Henry R. MacVittie
Contract Wastewater Operations, LLC

#8C



Equal Rights Amendment

The Equal Rights Amendment (ERA) was the most highly publicized and debated constitutional amendment before the United States for most of the 1970s and early 1980s. First submitted by Congress to the states for ratification on March 22, 1972, it failed to be ratified by its final deadline of June 30, 1982. If ratified, the ERA would have become the **Twenty-Seventh**

Amendment to the Constitution. The proposed addition would have read, "Equality of rights under the law shall not be denied or abridged by the United States or by any State on account of sex."

The ERA was written by ALICE PAUL, of the National Woman's Party, and was first introduced in Congress in 1923. No action on the amendment was taken until the **National Organization for Women**, which was founded in 1966, revived interest in it.

When the amendment was first submitted to the states in 1972, Congress prescribed a deadline of seven years for ratification. Because an amendment must be ratified by the legislatures or conventions of three-fourths of the states, the ERA required approval by thirty-eight states.

Advocates of the ERA intended it to give women constitutional protection beyond the **Equal Protection** Clauses of the Fifth and Fourteenth Amendments. They believed that the ERA would compensate for inadequate statutory protections for women and sluggish judicial enforcement of existing laws. According to a report that accompanied passage of the ERA resolution in the House, the ERA was necessary because "our legal system currently contains the vestiges of a variety of ancient **Common Law** principles which discriminate unfairly against women" (H.R. Rep. No. 92-359, 92d Cong. [1971]). These vestigial principles, the report argued, gave preferential treatment to husbands over wives, created a double standard by giving men greater freedom than women to depart from moral standards, and used "obsolete and irrational notions of chivalry" that "regard women in a patronizing or condescending light."

The ERA encountered significant opposition, particularly in southern states. Opponents of the amendment held that certain inequalities between men and women are the result of biology and that some legislation and state policies must necessarily take this fact into account. Some also contended that the ERA would undermine the social institutions of marriage and family. Others argued that women already had sufficient constitutional protections and that the ERA was made unnecessary by recent liberal Supreme Court decisions, including *Frontiero v. Richardson*, 411 U.S. 677, 93 S. Ct. 1764, 36 L. Ed. 2d 583 (1973), which struck down a federal law that gave preferential treatment to married males over married females in securing salary supplements while in the **Armed Services**.

Frontiero also serves as an example of the way in which the ERA influenced the Supreme Court. In a concurring opinion, Justice LEWIS F. POWELL JR. cited the pending ERA ratification as a reason to delay gender-related constitutional interpretation. He favored waiting for the results of the ERA's ratification process so that the political process might guide the Court's constitutional interpretation.

By 1973, less than two years after its submission to the states, thirty states had ratified the ERA, and the success of the measure seemed likely. Only five more states ratified the measure, however, by the end of the seven-year deadline, leaving it three states short in its bid to become law. In June 1979, Congress extended the ratification deadline to June 30, 1982. During the extension, ERA supporters organized economic boycotts of states that failed to ratify the amendment. Despite all these efforts, and even though public opinion polls indicated that a majority of U.S. citizens supported the measure, no more states ratified the ERA.

Supporters of the ERA reintroduced the amendment in Congress yet again on July 14, 1982. The House of Representatives voted down the proposal on November 15, 1983.

Ninety-second Congress of the United States of America

AT THE SECOND SESSION

*Begun and held at the City of Washington on Tuesday, the eighteenth day of January,
one thousand nine hundred and seventy-two*

Joint Resolution

Proposing an amendment to the Constitution of the United States relative to
equal rights for men and women.

*Resolved by the Senate and House of Representatives of the United
States of America in Congress assembled (two-thirds of each House
concurring therein), That the following article is proposed as an
amendment to the Constitution of the United States, which shall be
valid to all intents and purposes as part of the Constitution when rati-
fied by the legislatures of three-fourths of the several States within
seven years from the date of its submission by the Congress:*

"ARTICLE —

"SECTION 1. Equality of rights under the law shall not be denied or
abridged by the United States or by any State on account of sex.

"SEC. 2. The Congress shall have the power to enforce, by appropri-
ate legislation, the provisions of this article.

"SEC. 3. This amendment shall take effect two years after the date
of ratification."

Carl Albert

Speaker of the House of Representatives.

Alfred E. Blum
Vice President of the United States and
President of the Senate pro Tempore

