



TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331
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MINUTES REGULAR MEETING OF THE JEROME TOWN COUNCIL JEROME CIVIC CENTER - 600 CLARK STREET - COUNCIL CHAMBERS TUESDAY, JUNE 11, 2019, AT 7:00 P.M.

ITEM #1:	<p>CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE</p> <p>Mayor/Chairperson to call meeting to order.</p> <p style="padding-left: 40px;"><i>Mayor Alex Barber called the meeting to order at 7:00 p.m.</i></p> <p>Town Clerk to call and record the roll.</p> <p style="padding-left: 40px;"><i>Town Manager/Clerk Candace Gallagher called the roll. Present were Mayor Barber, Vice Mayor Sage Harvey, Councilmembers, Mandy Worth, Jane Moore and Dr. Jack Dillenberg.</i></p> <p style="padding-left: 40px;"><i>Staff present were Candace Gallagher, Melanie Atkin, Accounting and Joni Savage, Deputy Clerk.</i></p> <p>Mayor or Mayor's designee to lead the Pledge of Allegiance.</p> <p style="padding-left: 40px;"><i>Mayor Barber led the pledge.</i></p>																																										
ITEM #2: 7:02 (1:50)	<p>FINANCIAL REPORTS</p> <p>Budget to Actual reports, vendor ledger and balance sheet for May 2019</p> <p style="text-align: center;">Motion to Approve the Financial Reports</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="text-align: left;">COUNCILMEMBER</th> <th style="text-align: center;">MOVED</th> <th style="text-align: center;">SECONDED</th> <th style="text-align: center;">AYE</th> <th style="text-align: center;">NAY</th> <th style="text-align: center;">ABSENT</th> <th style="text-align: center;">ABSTAIN</th> </tr> </thead> <tbody> <tr> <td>BARBER</td> <td style="text-align: center;">X</td> <td></td> <td style="text-align: center;">X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>DILLENBERG</td> <td></td> <td style="text-align: center;">X</td> <td style="text-align: center;">X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>HARVEY</td> <td></td> <td></td> <td style="text-align: center;">X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>MOORE</td> <td></td> <td></td> <td style="text-align: center;">X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>WORTH</td> <td></td> <td></td> <td style="text-align: center;">X</td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p style="font-size: small;">As representatives of APS were present, Mayor Barber moved on to Item #9E. The item was addressed at this time, but is reflected in the minutes in the order originally agendized.</p>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER	X		X				DILLENBERG		X	X				HARVEY			X				MOORE			X				WORTH			X			
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ITEM #3: 7:36 (36:54)	<p>STAFF AND COUNCIL REPORTS</p> <p>Written staff reports by the Town Manager/Clerk, Deputy Town Clerk, Utilities Clerk, Accounting Clerk, Public Works Department, Building Inspector, Library, Municipal Court, Police Chief, and Fire Chief, and verbal reports from Council members.</p> <p style="padding-left: 40px;"><i>Ms. Gallagher gave highlights from her report.</i></p> <p style="padding-left: 40px;"><i>Mayor Barber spoke about the Mayors, Managers, Supervisors & Tribe meeting that she and Ms. Gallagher had attended.</i></p> <p style="padding-left: 40px;"><i>Councilmember Worth talked about VVREO and the meetings she has attended.</i></p> <p style="padding-left: 40px;"><i>Ms. Gallagher noted that County Supervisor Tom Thurman has requested to be on our July agenda.</i></p> <p style="padding-left: 40px;"><i>Councilmember Moore spoke about the need for tourism to be managed rather than promoted.</i></p> <p style="padding-left: 40px;"><i>Dr. Dillenberg spoke about the "Friends of Jerome" concept and creating a national opportunity for people to donate money to the Town.</i></p> <p style="text-align: center;">Motion to Approve Staff Reports</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="text-align: left;">COUNCILMEMBER</th> <th style="text-align: center;">MOVED</th> <th style="text-align: center;">SECONDED</th> <th style="text-align: center;">AYE</th> <th style="text-align: center;">NAY</th> <th style="text-align: center;">ABSENT</th> <th style="text-align: center;">ABSTAIN</th> </tr> </thead> <tbody> <tr> <td>BARBER</td> <td style="text-align: center;">X</td> <td></td> <td style="text-align: center;">X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>DILLENBERG</td> <td></td> <td></td> <td style="text-align: center;">X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>HARVEY</td> <td></td> <td style="text-align: center;">X</td> <td style="text-align: center;">X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>MOORE</td> <td></td> <td></td> <td style="text-align: center;">X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>WORTH</td> <td></td> <td></td> <td style="text-align: center;">X</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER	X		X				DILLENBERG			X				HARVEY		X	X				MOORE			X				WORTH			X			
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ITEM #4: 7:47 (47:40)	<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 style="padding-left: 40px;"><i>Councilmember Moore commented that she expects that something will be coming to Council regarding the majority vs. supermajority vote needed in order to override recommendations of the Planning and Zoning Commission. She added that someone had remarked, regarding the shared liaison member between the Commission and Design Review Board, that "nothing has changed, so why change it?" She noted for the record that there has been a change – the Board has gone from seven members to five members, so that one vote makes a difference.</i></p> <p style="padding-left: 40px;"><i>Ms. Gallagher acknowledged that recommendations made by Planning and Zoning would be on the next Council meeting agenda.</i></p>																																										

ITEM #5:
7:50
(50:00)

APPROVAL OF MINUTES

May 9, 2019 special joint meeting (open and closed sessions); May 13, 2019 regular meeting
 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.

A motion was made by Vice Mayor Harvey and seconded by Councilmember Moore to approve the minutes of May 9, 2019.

Before the vote was called, Councilmember Worth asked to amend that motion to approve both the open and closed minutes of May 9, 2019. The motion was so amended.

Motion to Approve the Open and Closed Minutes of May 9, 2019

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

Motion to Approve the Minutes of May 13, 2019

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

ITEM #6:
7:51
(51:09)

PETITIONS FROM THE PUBLIC –

Mayor Barber read a letter from Curtis Lindner, included at the end of these minutes.

7:54 (54:01) Liz Gale, a Jerome business owner, spoke about paid parking and requested that Council consider a reprieve of some sort for overnight hotel guests.

ITEM #7
7:58
(58:05)

ORDINANCES AND RESOLUTIONS

ITEM #7A: SECOND READING AND POSSIBLE ADOPTION: ORDINANCE NO. 450, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING CHAPTER 8, "BUSINESS," OF THE JEROME TOWN CODE BY ADOPTING A NEW ARTICLE, "8-6, "MOBILE FOOD VENDORS," RELATING TO THE REGULATION OF MOBILE FOOD VENDORS; ESTABLISHING A PURPOSE; SETTING FORTH DEFINITIONS; SETTING FORTH LICENSING REQUIREMENTS; ESTABLISHING OPERATIONAL REQUIREMENTS; AND ESTABLISHING PENALTIES

Council may conduct the second reading of, and may adopt, Ordinance No. 450, establishing regulations and requirements for mobile food vendors.

John Bartell, who was not present at the meeting, had provided a list of concerns regarding several portions of the draft ordinance. Ms. Gallagher provided copies to Council and noted that his statutory references are to the statutes that govern counties, not cities and towns. Each portion of the ordinance questioned by Mr. Bartell mirrors the language recommended by the League.

Council discussed each item on Mr. Bartell's list, and deliberated for some time regarding the suggestion to remove the prohibition regarding operating within 250 feet of a residential zone. It was unclear whether there were any areas where a vendor would want to operate that would be within that range.

Ms. Gallagher pointed out that the ordinance could be amended if it becomes apparent that any portion of it is creating a problem. Ultimately, it was decided to adopt the ordinance as written and amend it if necessary at a later date.

Mayor Barber inquired about the referenced fee for daily trash. Ms. Gallagher said that this would be done via a separate Resolution.

8:09 Jen Keenan, a local resident and food truck owner, asked about parking restrictions.

8:10 Liz Gale asked if a food truck can take up more than one space.

Councilmember Worth pointed out that the ordinance specifies, "No more than one legal parking space," unless it is private parking.

Councilmember Moore pointed out that the State has mandated that we allow food trucks. It is not something that the Town has chosen to do.

8:11 Ms. Keenan asked if they would need a separate business license. Ms. Gallagher said that they would not, as long as they have one already.

Motion to Adopt Ordinance No. 450

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

Ms. Gallagher noted that the Ordinance will be in effect in 30 days.

8:11 (1:11:09)

ITEM #7B: SECOND READING AND POSSIBLE ADOPTION: ORDINANCE NO. 451, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING SECTION 304, "DESIGN REVIEW," OF THE JEROME ZONING ORDINANCE REGARDING SOLAR INSTALLATIONS

Council may conduct the second reading of, and may adopt, Ordinance No. 451, amending the Zoning Ordinance to reference previously approved solar guidelines.

Following a brief review,

Motion to Adopt Ordinance No. 451

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

Mayor Barber called and ten-minute recess at 8:12 p.m.

ITEM #8: 8:20

UNFINISHED BUSINESS

ITEM #8A: PARKING ON CENTER STREET

Council may discuss the establishment of designated parking areas on Center Street for its residents.

Ms. Worth officially recused herself from the discussion and left the dais.

Ms. Moore referred to the public meeting at Center Street and asked if this was regarding designating handicapped spaces. Council had also discussed that the curb needed to be fixed there, and she asked how we can move that project along. Ms. Gallagher will speak again with Public Works about making that a priority. She has requested information regarding the legalities/requirements for designating handicapped parking spaces.

8:32 (12:25) Chad Hembrough, a Jerome resident, spoke about parking. He suggested that it would be best to leave things as they are and not designate spaces for specific residents.

Council agreed that the parking spaces should be painted so that they are clearly defined, and that the repair work should be done on the curbs and drainage there as soon as possible.

8:36 (16:35) Chad Hembrough asked for and received confirmation that these spaces are on Town-owned property.

8:37 (17:00)

ITEM #8B: PROPOSAL FOR KIOSK PROCUREMENT AND MANAGEMENT

Bradley Magee of BMJ Consulting will present a proposal for the purchase and management of parking kiosks. Following the presentation, Council may approve an agreement with the firm.

No proposal from BMJ Consulting had been received but was expected to be available prior to the budget meeting scheduled for Thursday afternoon, June 13. Mayor Barber then tabled discussion of the proposal until that time.

Councilmember Moore noted that there are "a lot of bugs to be worked out" with respect to paid parking. She has heard a lot of concern about residents who live uptown, and about hotel guests.

8:44(24:10) Chad Hembrough stated that, if the Town makes exceptions to the paid parking, "we won't make big bucks." He recommended that no exceptions be made and that it be uniform throughout town. He also said that he feels we should not use a contractor to manage the program.

Mayor Barber reminded the Council that the apartments have assigned parking that they're not using.

Vice Mayor Harvey asked if we can ask Mr. Sims how to remedy the "virtual parking spaces."

8:54 (34:15) Mr. Hembrough spoke again regarding misinformation that is out there about the paid parking proposal, and a press release was suggested.

ITEM #9: 9:00 (39:25)

NEW BUSINESS

ITEM #9A: UPCOMING FUNDING OPPORTUNITIES

Council may discuss the upcoming rounds of Community Development Block Grant (CDBG) funding and Freeport-McMoRan's Social Investment funding, and possible projects for which to apply.

Ms. Gallagher spoke of upcoming funding opportunities through Freeport-McMoRan Copper and Gold Foundation and our "guaranteed round" of Community Development Block Grant funding. The deadline for the FMI funding is August 30, and awards typically range between \$20,000 and \$30,000. We have more time with the CDBG funding, as we'll begin public hearings around November, and we anticipate about \$360,000. We are now eligible to do a townwide project, which broadens our opportunities. She noted that Chief Blair has suggested replacement of water lines on Deception, Dundee and Holly.

Two possibilities for FMI funding were mentioned: finishing the Middle Park and making it more accessible, and obtaining additional funding to restore the wall between School Street and Town Hall and reopen the steps there. Mayor Barber said that she would speak to Harry Stewart to see if he might take a look at that wall.

9:11
(51:26)

ITEM #9B: DESIGNATION OF CHIEF FISCAL OFFICER

Council may designate the Town Manager as Chief Fiscal Officer for the purposes of filing the annual Expenditure Limitation Report with the Auditor General's office for FY2019 and FY2020.

Motion to Designate the Town Manager as Chief Fiscal Officer for the Purposes of Filing the Annual Expenditure Limitation Report with the Auditor General's office for FY2019 and FY2020

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

9:12
(52:35)

ITEM #9C: INTERGOVERNMENTAL AGREEMENT FOR EMERGENCY DISPATCH SERVICES

Council may approve a renewed Intergovernmental Agreement with the City of Cottonwood for emergency dispatch services (fire and EMS) for the term July 1, 2019 through June 30, 2021.

Motion to Accept This Agreement

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

9:14
(53:57)

ITEM #9D: APPROVAL OF STANDARD FORMS FOR VIDEO SERVICE LICENSE APPLICATION/ AFFIDAVIT AND AGREEMENT

In accordance with recently enacted SB1140, Council may approve standard Video Service License Application and Agreement forms to be used for video and cable service providers. The bill requires municipalities to issue a uniform video services license to video service providers beginning Jan 1, 2020, and cities and towns must adopt a standard application/affidavit form and standard agreement form by July 1, 2019. These forms have been prepared by the League of Arizona Cities and Towns for approval by each jurisdiction.

Mayor Barber informed the Council that adopting these standard forms is something that is mandated by the State – we have no choice in the matter and must adopt the forms by July 1. After further discussion,

Motion to Approve Standard Forms for Video Service License Application/Affidavit and Agreement

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

Council requested an explanation in plain English of what this is from either the Town Attorney or the League Attorney.

7:05 (5:25)

ITEM #9E: APS SUBSTATION

Council may discuss the proposed location (on 89A just above the #1 gas station) of a proposed APS substation.

Kendra Lee and Darla Deville, representatives of APS, were present to speak about the proposed APS substation. Ms. Lee offered an audio-visual presentation, which is included at the end of these minutes.

Mayor Barber asked them to explain the redundancy that this substation would provide.

7:24 (23:45) Kendra Lee explained that, by building this substation, it allows us to have a paralleling loop feed and has a redundancy of two 69 lines going in and out. Right now, Jerome is at the end of the line, and, she said, this substation will significantly reduce power outages here.

7:25 (25:00) Ms. DeVille reiterated that there is only one line coming into Jerome currently. She added that there should be no impact to the traffic coming up and down the hill.

7:26 (26:15) Ms. Lee commented about the substations that APS builds.

7:28 (28:33) Ms. DeVille spoke about providing safe, reliable and redundant energy.

ITEM #9F: LOADING ZONE NEAR POST OFFICE

Council may discuss the possibility of creating a loading zone across the street from the Jerome Post Office.

At 7:58 p.m., Mayor Barber explained that this item was pulled from the agenda because the Town does not own the property in question.

ITEM #10:
9:28
(1:08:06)

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.

Mayor Barber talked about Council field trips to the cemetery in July and to the springs, possibly in September. She also wants to discuss options for RV parking.

Vice Mayor Harvey suggested that we could make people aware of the 300-level parking area by putting something on the website.

Dr. Dillenberg spoke again about "Friends of Jerome" and would like to have Tim Riester come to a meeting to offer some ideas.

Councilmember Worth would like to invite Coral Evans, Mayor of Flagstaff and Felicia Fish, both candidates for Legislative District 6, to attend a meeting in the fall. She also suggested that we explore the

option of bringing in an AmeriCorps/Vista volunteer in to work in any department or on a special project. Lastly, Ms. Worth stressed the importance of obtaining an accurate census count and urged that we participate with a census count committee. Vice Mayor Harvey noted that she had volunteered during the 2010 Census.
Councilmember Moore would like to revamp the employment ad for Zoning Administrator, and she offered to help rewrite the job description.

ITEM #11:

ADJOURNMENT

Adjourned at 9:41 p.m.

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

APPROVE:

ATTEST:

Christina "Alex" Barber, Mayor

Candace B. Gallagher, CMC, Town Manager/Clerk

Date: _____